



Pacoima Neighborhood Council



Meeting Location: Pacoima Community Center, 11243 Glenoaks Blvd, #3 Pacoima CA 91331

Date: April 16, 2014

Call to order, roll call & flag salute

Meeting called to order at 6:33 p.m.

Present: DM, DR, FL, IF, JL, JU, JH, JS, LP, MM, MG, RC, RL-V, RL, RG, RM, VS, DG

Absent: AM (Excused) RR (Unexcused)

○ Comments/announcements from Elected officials or their representatives

- Raul Bocanegra, Assembly Member 39th District

He is present at today's meeting to offer his help and support to the board. He would like to commend some of the members who were involved in helping stop the constructions of a hotel in the community-Ruth Martinez and Vanessa Serrano. He is also commending one of the youth members who is also a part of his Young Legislatures program, Rebeca Lopez-Viramontes.

- Ruben Zaragoza, Office of Council Member Felipe Fuentes

He is present today to present certificates of appreciation for members that helped at the last community event. Council District 7 office will be present at the next Pacoima Beautiful Bradley Street Event. This is an event to bring up the idea of how to create more open space in the community. Feedback from the community is needed to see if the community is open to open space environment. He invites all the community residents to attend a support the event.

- Gabriela Marquez, Office of Congressman Tony Cardenas

Invites the community to an upcoming Identity Theft Forum taking place at Pacoima City Hall later this month. Please contact their office for additional information.

Note taken that Bob Hertzberg who is running for State Senate is present at today's meeting.

○ Comments/announcements from City Departments

- Officer Steve Nunez, Senior Lead Officer, LAPD-Foothill Division

Advising all community members to be more vigilant as summer approaches. During the summer there is a rise of car related crimes (cars being broken in to.) This isn't such a big issue as last year

but we still need to prepare. CD6, CD7 and CD2 may add funds to have a party car available to get to the party calls made by community members. Community Members-Do not wait until it's too late in the night to call the police to report a party. Call as soon as you hear the music, as early as possible.

Business

I. (5 min.) Approval of Minutes Presented by Vanessa Serrano

Motion: To approve minutes for the March 19, 2014 meeting minutes with the editorial changes suggested by the board and stakeholder.

Made by: Ruth Martinez, Imelda Foley Seconds

Action: Passes (Yes 16, DM, DR, FL, IF, JL, JU, JH, JS, LP, MG, RC, RL-V, RL, RG, RM, VS) (1 Abst. MM)

II. (10 min.) Treasure's Report by Ruth Martinez

Ruth presents the agenda items below. She explains items C-H and why their documents are not processed by DONE. She makes gives out her contact information (email and cell phone) to schedule a meeting with each group to make an appointment to sit and talk specifics. She met with DONE and through this meeting and the Executive Board Meeting earlier in the month, it was decided that giving 7 business days to submit all pending and missing paper work would be an appropriate time frame.

Discussion and/or Possible Action: Proposal of 60 day period to submit application in request for funding before day of event, application must be completed and reviewed by treasure and or financial committee before submitting any documentation to Empower LA.

A. **Motion:** To update Bylaws with proposal of submitting application/documentation within 60 day period before event.

Made by: Ruth Martinez, Juan Salas Seconds

Action: Passes (16 yes, DM, DR, FL, IF, JL, JU, JH, JS, LP, MM, MG, RC, RL, RG, RM, VS) (1 Abt. RL-V)

B. Currently there are unresolved/pending files from previous board, in order too get resolved all pending, missing documentation must be submitted no more than 7 business days. (Deadline to submit all paperwork is April 25, 2014 by 3:00pm) details are as follows:

C. 1. Hubert Humphrey Aquatic Center (\$1000) missing items by organization: Demand Warrant- Incomplete application, Signatures missing, Invoice, Tax payer ID, W9 form, BTRC- Los Angeles Business Tax Registration Certificate 501(c)3

D. 2. ABD Senior Center (\$1500) missing items by organization: DW incomplete/Description and purpose of expenditure, Invoice

E. 3. Rev. Arthur Broabous (\$500) missing items: DW incomplete/Description and purpose of expenditure, Invoice, BTRC- Los Angeles Business Tax Registration Certificate, 501(c)3, Benefit Statement

F. 4. LAPD Foothill (\$2000) missing documentation: Demand Warrant- Incomplete/Description and Purpose of Expenditure, Internal Department Transfer

G. 5. MGA Banners (\$2,500) Missing documentation: Demand Warrant does not match invoice, Incomplete, pending signatures

H. 6. Jeffery Stanfield Board Member Reimbursement (\$74. 25) Copy of Credit Card Statement, Demand Warrant Incomplete, signature
Melvin Canas adds that the city fiscal year ends June 30. Every city department shuts done June 15 all accounting items can be settled. DONE has one check cutter for 95 NC. Melvin states that if the executive board approaches Lucy Li about an extension for 2 weeks it may be granted given our background.
Saturday April 26, DONE will start with regional trainings. Marvin Brodous center 8:30 to 12:30. Cover ethics and funding training.

\$29,921.21 this is the amount DONE has on paperwork right now but it does not take into account the webmaster (follow up with Aaron why some months \$400 is charged and others \$200), also the expense for interpreter. Take into account the current funding request that are trying to clear from past years. May 15 is last day to submit all documentation unless extension is granted.

No treasures report present as there is nothing to approve. (there is nothing to review because no new documents request have been submitted and no expenses done in the last 30 days)

III. (5 min.) Deborah Greenfield requesting to become a PNC Board Member requesting the vacant Senior Seat **Action:** approval/disapproval

Board Vote Outcome: Unanimous
Yes 17 (DM, FL, IF, JL, JU, JH, JS, LP, MM, MG, RC, RL-V, RL, RG, RM, VS)
Deborah takes a seat with the board.

IV. (5 min.) PNC Monthly \$75 Refreshments **Action:** Selection of refreshments

It is discussed that at this time PNC does not have a PCard and suggestion is made that we table this item until next meeting, if our funding is straightened out. President call for a vote on this.
Discussion: RG, MG, JH, RM
Vote: Yes 7 (DM, DR, FL, JL, JH, LP, MG) NO 7 (IF, JS, RC, RL, RG, RM, VS) Abstain 1 (MM), Ineligible (JU, RL-V, DG)
Action: Vote Fails

V. (5 min.) Outreach Committee Report: recommends the PNC to collaborate with Comfort Zone on Saturday June 7th 2014 with the purchasing of paper supplies and refreshments, and to not exceed \$5,440.

Description: The Comfort Zone Program is designed to help as many families within the community on communicating with their family members, in a positive and effective manner. The positive communication is the key to improving school, home, and peer relations. The Comfort Zone program is a 16 week program.

Discussion and/or Possible Action:

Motion: move to approve a Neighborhood Purpose Grant (NPG) up to \$2,000 for Comfort Zone for its Workshop to be held at the San Fernando Valley Boys and Girls Club on Saturday, June 7, 2014, 8:00 am - 3:00 pm. Funds with assist in the purchase of refreshments, ink, and paper materials to the

participates of the workshops. PNC will be provided a booth space for PNC outreach ,and PNC logo will be placed on Comfort Zone website. Funds approved will be taken from Annual Budget's NPG category.

Public Comment: RM, JH, RG, MG

Motion: To amend motion to state:

*move to approve a Neighborhood Purpose Grant (NPG) up to \$2,000 for Comfort Zone for its **16 week Workshop** to be held at the San Fernando Valley Boys and Girls Club **commencing** on Saturday, June 7, 2014, **9:00 am - 10:30 am**. Funds with assist in the purchase of refreshments, ink, and paper materials to the participates of the workshops. PNC will be provided a booth space for PNC outreach ,and PNC logo will be placed on Comfort Zone website. Funds approved will be taken from Annual Budget's NPG category.*

Made by: Michael Gonzalez, Ruben Garcia Seconded

Action: Motion Passes, Yes 11 yes (DM, DR, FL, IF, JL, JH, LP, MM, MG, RC, RL) No 0, Abstain 4 (JS, RG, RM, VS) Ineligible 3 (JU, RL-V, DG)

*Motion: To approve a Neighborhood Purpose Grant (NPG) up to \$2,000 for Comfort Zone for its **16 week Workshop** to be held at the San Fernando Valley Boys and Girls Club **commencing** on Saturday, June 7, 2014, **9:00 am - 10:30 am**. Funds with assist in the purchase of refreshments, ink, and paper materials to the participates of the workshops. PNC will be provided a booth space for PNC outreach ,and PNC logo will be placed on Comfort Zone website. Funds approved will be taken from Annual Budget's NPG category.*

Discussion: RM, JS, IF

Made by: John Hernandez, Rueben Garcia Seconded

Action: Motion Passes, Yes 11 (DM, DR, FL, IF, JL, JH, LP, MM, MG, RC, RL), No 0, Abstain 4 (JS, RG, RM, VS), Ineligible 3 (JU, RL-V, DG)

- VI. PNC Election of the Committee Chairs *Nominations and self-nominations of the Committee chairs. 1 minute speech of each candidate.*
- a. Election of the Community Outreach and Communications Committee Chair
Ruth Nominates John Hernandez- John respectively declines
Ruben nominated David Milian- David accepts
David Milian is elected by Unanimous Vote
 - b. Election of the Housing, Economic Development and Land Use Committee Chair
Imelda nominates Juan Salas- Juan accepts but then recuses his acceptance.
Jaime self nominates
Jaime Lazo is elected by Unanimous Vote
 - c. Election of the Public Safety and Health Committee Chair
Rueben nominates Vanessa- Vanessa declines nomination
Rueben nominates Ruth- Ruth declines nomination
Ruben self nominates
Rueben Garcia is elected by Unanimous Vote

d. Election of the Adhoc Bylaws Committee Chair

Rueben recommends Imelda-Imelda accepts

Imelda Foley is elected by Unanimous Vote

e. Election of the Financial Committee Chair

Mike recommends Ruth- Ruth accepts

Ruth Martinez is elected by Unanimous Vote

Lydia Grant states that committee meetings will also have to follow whatever posting policy that gets voted on next week.

Discussion: Imelda states that there needs to be actual descriptions of what the committee chair roles are. John states that description is in the bylaws. Rev. Arthur Broadous- those who want to run for a committee do they have the knowledge of what it takes and what the responsibilities are before signing up for it. His concern is what knowledge do they have before signing up.

Jessica Urquiza leaves meeting at 8:05 p.m.

VII. (5 min.) President's Report

All board members should be held accountable for the board's actions and decisions. Stay humbled and hungry. This is a new year with new board members and we will hold everyone accountable including the president. Be an active member, attend the meetings ask questions. All in the name of Pacoima.

VIII. Comments on non-agenda items. Please fill out speaker's card (2 minutes per person).

Matt Burch, Jeopardy program from LAPD

Program teaches self-discipline to youth through different skills. Petitioning for \$2000 to assist and invest in the children of the community to purchase equipment for their gym. Tips for kids at Big Boys in Sun Valley. Officer Deplentes: Afterschool program M-Th 10-18 year olds. 75% are from Pacoima. Referrals from the schools. Tutoring, boxing, counseling, reading. Have asked other NC for support. Action: Referred to outreach committee.

Martha Martinez leaves 8:31

IX. Board member comments (1 min. each person)

DR, RM, JS, FL, RL, IF, DM, JH, RG (first Public Safety meeting next Thursday: Jeopardy, kids safety night, NNO), MG

X. Adjourn at 8:37pm