

CITY OF LOS ANGELES
CALIFORNIA

Executive ANC Members

Raymond Duran, President
Jaime Gallo, Vice President
Burton Hunter, Secretary
Jesus "Jesse" Ramos, Treasurer



Arleta Neighborhood Council

9300 Laurel Canyon, 2nd Floor
Arleta, CA 91331
www.arletanc.org

Arleta Neighborhood Council (ANC)

Special Board Meeting approved MINUTES version a/o 4-8-2024

Thursday, April 4, 2024 at 6:30 p.m.

Location of meeting: Osborne Neighborhood Church,
13501 Osborne St., Arleta, CA 91331

- I. Call to Order** by __ANC Board President, __Raymond Duran__ at 6:34 p.m.,
Roll Call Present: Raymond Duran, Jaime Gallo, Burton Hunter, Jesse Ramos, "Geo" Escobar, Gary Gallon, Christiana Hartwell, David Hunt, Jose Pumay, Robert Yaffe. **We Have Quorum.**

Absent: Jesse Torres

Pledge of Allegiance led by __Burton Hunter__

II. President's Report

We are meeting on this particular date in order to have quorum for an ANC meeting to conduct board business and to discuss and vote on updating our ANC Bylaws. Several board members will be out of town later this month, when we would normally meet.

Please understand that Ray, as Board President, strives to maintain control and decorum at the meetings. Please maintain orderly decorum in meetings and please do not interrupt or speak out of turn. Also, it is important to remind ourselves that "Presentation is Everything"; so, for the sake of other attendees, note that it is important that we stay attentive during the meetings, and not become distracted.

- III. Report from L.A.P.D. Senior Lead Officer and Representatives from other State, County or City Agencies. Budget Advocates report.** - - *None present to speak* - -

- IV. General Public Comments** on Items **Not Listed on Agenda** - California State Law (the Brown Act) requires PUBLIC COMMENT to be a **NON-DISCUSSION PERIOD (Two minutes /per Speaker)**.

Loyce Lacson gave the date, time & location of the Memorial internment of Margaret Shoemaker's son. Loyce also urged us to report any street lighting out to 311. If no one calls, repairs won't happen.

Board Business

- I. Possible Motion/Discussion/Vote on approval of the [ANC Minutes](#) for the prior **General Board meeting of March 19, 2024** –**

(At our Board meeting, a copy is available to view at the check-in table.)

Motioned by – __Christiana Hartwell__ 2nd by – __Jaime Gallo__

The Motion **Passed** with 9 yes, 0 no, 0 ineligible, 1 absent.

- II. Possible Motion/Discussion/Vote on approval of **monthly financial documents** prepared by the Treasurer which have not yet been approved.**

A.) **March 2024 ANC M.E.R.s** (monthly expenditure reports)

Motioned by – __Jesse Motioned to TABLE this item__ 2nd by – __Burton Hunter__

The Motion **was TABLED**

The MERS documents for March have not yet been received from the City. (They don't usually publish and distribute those until the 5th of the month.)

- III. Possible Motion/Discussion/Vote to approve to **fill each of the following open ANC Board seats:**
- A.) **Renter Representative** (1)
 - B.) **Senior Representative** (1)
 - C.) **School Representative** (1)
 - D.) **Youth Representative** (1)
 - E.) **At Large Representative** (1)
 - F.) **Community Based Organization Representative** (1)

- No one offered to join, however Jaime Gallo, Dave Hunt and Raymond Duran each know of someone interested to be on the Board.

Motioned by – _____ 2nd by – _____
 The Motion TABLED .

- IV. Possible Motion/Discussion/Vote to fill any available **ANC Committee Seats:**
- A.) **Outreach Committee** - Members (fully-staffed)
 - B.) **Community Improvement Committee** - Members
 - C.) **By Laws Committee** - Members

Motioned by – _____ 2nd by – _____
 The Motion TABLED .

Raymond mentioned that Outreach Committee is fully staffed.

- V. Possible Motion/Discussion/Vote to **Update the Arleta Neighborhood Council Bylaws.**

Motioned by – Jaime Gallo 2nd by – Robert Yaffe

The Motion **Passed as written** with 9 yes, 0 no, 0 ineligible, 1 absent.

Christiana Hartwell, chair of the Bylaws Committee presented the proposed changes.

The ANC governing Board currently sits at 16. Change will bring the seated Board down to 15:

Eliminate the “Youth” Seat, **Eliminate** the “School Representative” Seat, and **Add** one “Animal Welfare” Seat.

Reduce our Quorum to 8.

Add “Alternates”- stakeholders appointed who can temporarily step in to sit on the board, in order to achieve quorum at a meeting. “Alternates” will **not be able to vote** on board business.

Christiana here mentioned that there are 2 errors in the typing that will be changed.

Section 7 “Absences” (add): “A named position” seat on the ANC Board, if vacant for a period of 30 days or more, can be converted to an “At Large” seat to more easily fill empty Board seats. The seat will revert back to its stated named seat upon the date of the election cycle for that particular named Board seat.

Adding a Committee – “Animal Welfare Committee”. Discussion: To be on the ANC Board, or to serve as Chair of this committee, the person must reside in Arleta and own a pet currently licensed by the City of Los Angeles. A stakeholder may join the Committee without a licensed pet.

Discussion: Comments from Loyce Lacson, Raymond Duran, Jaime Gallo, Irene Nakamura, Robert Yaffe, Jose Pumay, Jesse Ramos, “Geo” Escobar, Burton Hunter, Christiana Hartwell. Gary Gallon – about qualifications for an “emotional support animal”. Dave Hunt – about “school rep” position. Other comments regarding the technicalities of the bylaw changes were discussed.

Middle of 2025 changes will probably go into effect, if approved by D.O.N.E. (& by B.O.N.C., if it is necessary for them to approve), citing that these changes may coincide with NC election cycle. This will need to be clarified by the Department of Neighborhood Empowerment (D.O.N.E.)

After discussion, vote was taken and **Passed to accept the Bylaws “as written”**

- VI. Possible Motion/Discussion/Vote to sending a letter, as composed or amended, to the City Council & to any City agency that requires it, a **statement that ANC wants to be able to meet virtually** (as in via ZOOM) **at any time, if we choose to do so**, as stated in the provisions of the CA State Senate Bill 411 that recently passed in Sacramento. (We must have a 2/3 majority vote for this motion to pass.)

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(continued: Item VI. – letter stating desire to be able to meet virtually)

(At our Board meeting, a DRAFT copy of this letter is available to view on the check-in table.)

Motioned by – _____ 2nd by – _____

The Motion TABLED.

Following the current definition (by D.O.N.E., B.O.N.C. and the L.A. City Attorney) of what constitutes a 2/3 majority vote for this issue (counting all available Board seats, even those unoccupied), with 16 available ANC Board Seats, it would require 11 affirmative votes to qualify as a 2/3 majority. (Doing the math: $16 \times \frac{2}{3} = 10.66666$ has to be rounded UP to become 11, according to B.O.N.C.). We only had 10 Board members present.

VII. Committee Reports

Jesse Ramos announced our current ANC account balance. Further information will be coming about the alcohol vending machines issue. Also upcoming, will be addressing our appeal to the City to take a stand on certain state bills that effect us. Including a proposal that newer model cars have speed limiters installed on them.

Robert Yaffe- will be having a meeting.

“Geo” Escobar – looking into the possibility of obtaining a better space for using as an office and/or for holding committee meetings.

Raymond - encouraged Board members to participate at the ANC booth at one of the 2 events on Sat. April 13th (Victory for Victims Walk/Run at Hansen Dam or at Branford Park Recreation Center, for their Spring Baseball/Softball Kick-Off, family day. Branford Park set-up at 7:00 am, programs 8 am-1:00 pm) An opportunity to engage with community. Bring ANC easy-ups, tables, & outreach items..

VIII. Announcements:

B.O.N.C. (the Board of Neighborhood Commissioners) has recently updated the **NC Code of Conduct**. ALL current and new NC Board Members will receive an email from Empower LA. Each board member must complete the training on Cornerstone, acknowledge and print the completion certificate. Or stakeholder committee members may download, read the document and, by signing and dating it, acknowledge that, as an NC Board Member, you will adhere to the newly revised Code of Conduct. Each individual N.C. is to retain this certificate or signed document in their official files.

The D.O.N.E. training module for gender equity and gender expression is also a new training that must be taken on the Cornerstone training platform by each NC Board member. Any board member who has not completed the training can sit on the board for discussion, but will not be eligible to vote on any item of NC business.

Raymond Duran: This training must be completed by June 3rd.

Jose Pumay – commented about Neighborhood Watch with LAPD S.L.O., Tracy Ware.

Christiana Hartwell – opened a conversation about better showcasing what things ANC does for the community. Discussion ensued with possible ideas. **Burton** – City is re-instituting a street light pole banner program to highlight NC’s across the City. **Robert Yaffe** – NC is a stepping-stone for stakeholders to get in direct contact with City/State officials to address their problems in-person.

Jose Pumay – possibly add display of more pictures of activities that we do on our website. **Ray** -Any committee can propose things to go onto website. **Jaime Gallo** – bring our own ANC banner to advertise our presence at all things we do. **Loyce** – be sure to take pictures at events. **Ray** – formerly, other City people got all the credit and advertising for projects we participated in; Let’s take-on our own projects, so we can get the credit.

Loyce mentioned an up-coming carnival will be blocking the whole intersection of Van Nuys Blvd. & Roscoe, in Panorama City. Residents get no notification. This is a big traffic headache. **2 men from Victory Outreach** brought fliers urging to vote on distribution of Arleta/Pacoima improvement funds.

IX. Adjournment at 7:36 pm

Time allocations for agenda items are approximate & may be shortened or lengthened at the discretion of the Chairperson.