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CARMEN VAUGHN

PICO UNION NEIGHBORHOOD COUNCIL  
EXECUTIVE BOARD MEETING MINUTES

March 28, 2011

6:30pm

Kolping House

1225 S. Union Ave, Los Angeles, CA 90015

*Servicios de Traducción en español estarán disponibles.*

1. **Call to Order** at 6:30pm
2. **Roll Call.**

Present: Mark Lee, Raul Claros, Rick Rodriguez, Jane Scott.

3. **Discussion of possible items for the April 4, 2011 General Board meeting agenda**

- a. Discussion and possible action item to put a maximum amount on future funding requests and proposals to the April agenda.

Rick says the comments in the past meeting there was a mention of \$500, but thinks they should be evaluated on an individual basis.

Raul says Carmen spoke about the \$500 cap on each item, with the exception of serious emergencies and causes, such as the charter school of item F in this agenda. The proposal should include that language to allow flexibility for examples such as item F.

Jane thinks it should be on an individual basis.

Mark says it's a good idea, but foresees a Latino parade that will be asking for more than \$500, his recommendation is to evaluate each proposal's budget and give accordingly.

Carmen says that sometimes there are more amounts required. She's against spending more than \$500 for parades, which are not important. Education is important.

Raul Claros helps translates for Susana.

Susana says that they should put \$500 caps on cultural and community events, outside of unforeseen emergencies.

Mark says the budget has already been approved for this year so they should follow it, after June they can revisit this possibility.

Raul thinks they should put it on the agenda, and have the General Board to vote to put a \$500 cap in the bylaws and have that flexibility, as a discussion/action item.

Jane says you can't put it in the bylaws.

**Raul motions to include this item as a discussion and action item for the next general board meeting, Rick seconds this motion. In favor: Rick & Raul, Opposed: Jane and Mark. This item does not pass and will not be included on the agenda.**

Mark suggests for putting this item for the next president.

They can discuss this on the next XO meeting, and can be considered for the next Executive Board in July.

Jane says any proposal amount can only be approved for what has already been allocated in the budget.

Raul asks if there was a budget he could look at, this is all online on the website.

Susana says it's always the same situation and they have to wait.

- b. Discussion and possible action item on the job of the office administrator, Sarah Chang, at the PUNC office and add to the April agenda.

Raul says it has nothing to do with Sarah personally, this is the first time he's meet her. He says it's a pleasant surprise, because it's been the first time this year. He structures the payments paid for administrative purposes, when he spoke to folks, she said this type of practice from other neighborhood councils has been deleted. The other neighborhood councils have been hit with budget cuts. He thinks it's fiscally irresponsible.

Jane says the Secretary of the Neighborhood Council is not responsible for taking care of office.

The outreach coordinator is responsible for doing all the work in the office, for outreach purposes.

Mark says the Board can take a look at this in July with the new budget.

Sarah says the \$4000 charge was covering June 2010 to January 2011.

Mark says before Sarah came the Neighborhood Council was not function a 100%, and his opinion is that she's doing a great job.

Jane says if Sarah wasn't here, she wouldn't be here either because she helps.

Rick asks how many hours a month she works, 80 hours, and she mentions that a portion of the funds spent goes to Appleone due to contractual obligations.

Raul says the perception has been that this has been run as a small business. If this was a bit more transparent, for all the committees, then it would be a little more transparent. There's a lot of money that is being spent on those services.

Rick says the problem is that they hired Sarah to take care of the Executive Board and its functions. If they want her to take care of all the committees, that's going to cost even more money, which is what Raul is objecting to. Sarah should not be doing the committee work, and she's been doing a great job of keeping PUNC out of trouble. PUNC was considered one of the most efficient neighborhood councils.

Jane says there is a misunderstanding to what committees do, the secretary on the committee needs to take the committee minutes and Sarah will post them on the website. She says it makes you wonder what the committee chairs are doing.

Raul says if they are spending all this money, they need more bang for their buck, or cut it out completely and take more responsibility.

Mark says they need to move on.

Public comment:

Susana says in regard to the comment that she's been at this neighborhood council for several years, these problems stemmed from Mary Ann being on the Executive Board. She wants to remind the Board of the Latino gentleman who did a great job and less

than \$800. They were having a similar conflict and that gentleman was removed. She feels that they are spinning their wheels, it is a waste of time to delay this.

Jane says remember the gentleman who did the work, the minutes were never finished, the work was never finished and they were always fishing for information.

Carmen says Appleone is a contract.

**Raul motions to add this item to next month's general board meeting, Rick seconds. In favor: Rick and Raul. Opposed: Mark and Jane.**

- c. Discussion and possible action item to change the Board meeting agenda order and add this item to the agenda.

Mark says the agenda sequence is set by the City Attorney.

Raul says the Outreach committee minutes is not to change the format, but change the order, where they can let the public come in first and comment on the agenda, then they can leave the meeting. The reason was that last month was because there was a 3 hour meeting.

The number of items on the agenda is a bit overwhelming. He used to be in charge of 10 neighborhood councils, and he saw many different formats.

Mark says they used to have the public comments in the past, Gabriela gave them a sample that was approved by the City, and they've changed to follow this structure.

Jane says they should eliminate half the proposals, they people will be angry that they aren't included on the agenda.

Rick says this might help to involve the community.

Raul says last month, there were members of the public who shared their displeasure on the length of the meeting and we need to take care of their needs. We need to address their concerns.

Jane says the committee meeting is where you make the biggest impact, rather than the General Board meetings. The committee chairs being their thoughts and ideas to the Board. In that way, the meetings are not that long, and she thinks Raul is insinuating that Jane is racist in the way he speaks to her, and she is the only Caucasian on the Board. He says some of the comments that he directed to Jane, but it was by insinuation, body language and voice. Then when Raul pops up and down, she thinks Raul instigated a lot of the reaction that the stakeholders.

Raul says part of public speaking is that when you address the crowd, you stand up. He apologizes if that offended Jane. If anyone was being insinuated as being racist or culturally insensitive, it was from comments that Mark made, and then Rick got upset. If anyone's been personally attack last month, he feels like it was because of in house politics and because of age. As far as body language and mannerisms, he follows the rules of public speaking, he doesn't think that Jane is racist, otherwise the racism that follows with ignorance.

Carmen says Susana and Carmen approached Rick because of this issue, because it is embarrassing to act like this in front of the community. She suggests talking to the Board about the bylaws, and how they are supposed to approach each other.

**Raul motions to change the order of the agenda to put the public comments to number 4, before President's Report, and Board member comments to number 5.**

Rick seconds the motion.

Mark says the agenda has been approved by the City, he thinks they should stick with what they have.

Jane says they have to go to the City anyways to get approval.

Raul says they can put it down on the agenda, he can almost guarantee that they can keep the item. Unanimous agreement.

Sarah will send an email to Cameron who will follow up with the City Attorney.

- d. Action Item: Motion to add the possible removal of Board member Jorge Dominguez due to his two consecutive unexcused absences of regularly scheduled board meetings (Art V, para. D of bylaws) to the April agenda.

Mark asks Raul what he thinks on this agenda item.

Raul says they should look at the spirit of the rule and law within the current bylaws, and amend the current bylaws, and look at the excused absences, and non-excused absences on how they communicate. He doesn't think Jorge shouldn't be on the agenda.

Raul asks what the other Board members think.

Rick thinks they should hold off on it.

Raul doesn't want this to drag.

Mark says Jorge violated the bylaws.

Raul says in the bylaws that it is up for discussion and even the possibility of removal. His recommendation that Jorge is not put on the General Board agenda to be removed, and he thinks there needs to be an amendment on how they communicate with absences.

There have been more people who have missed with excused absences.

Mark says the bylaws states that two consecutive absences is grounds for removal.

Jane reads the bylaws on page 4, so they should ask Jorge what the urgent circumstances were, they would have to let the Board decide.

Raul says that because of the different politics, that someone like Jorge has tried his best to volunteer, they should look at the issue of changing the ways the bylaws are written.

Jane says Raul keeps bringing up politics on the Board, and this is where Raul has brought up the politics of the Board at every meeting since he's started.

Mark says we are not above the bylaws, they can't go adjust it accordingly, his recommendation is to put this item on the agenda since he violated the bylaws.

Raul says they can continue to play games on who is behind the curtain, but he has spoken to enough people on the neighborhood council who have spoken about the true politics that are happening. Raul says he has no hidden agenda, and after his second year, he is done. He is looking to make Pico Union a better place. To sit here and say that he's dividing up the community when he's speaking the truth, is not good.

Mark says they need to stick to the subject.

Carmen says the Board didn't get the bylaws, because they were absent at the first meeting. She doesn't think it's fair that Jorge should leave because he didn't know.

Sarah sent email to everyone for new board member training that covered information on the bylaws.

**Jane motions to include this item on the General Board agenda and the Board to have the bylaw training. Rick seconds. In favor: 3, Opposed: 1.**

- e. Action Item: Motion to invite Jose Gardena from CD1 to discuss the AEG football stadium to the April agenda.

Mark says Chief of Staff from CD1 wants to attend our general board meeting. **Jane motions to invite Jose Gardena to provide a presentation on the April agenda. Rick seconds. All in favor: 4 votes. Motion carries.**

- f. Action Item: Motion to add Equitas Academy's request for financial support to help cover financial losses over a recently burglary at their school to the April agenda.

Malka Borrego to present. Equitas Academy located at 631 S Commonwealth Ave, 90005.

Susana says she has to leave, and it was a waste of time, since they have to wait until June.

They are requesting \$5,000 to recoup the expenses of stolen goods at their schools, such as computers, broken doors, equipment and more. The school is planning to move into the Pico Union area, and are requesting funding from other neighborhood councils.

Mark asks how much was lost, Malka responds that \$26,000 worth from the computers was lost. He asks where they are located, they are located between 6<sup>th</sup> Street and Wilshire. Did they go to Wilshire/Koreatown Neighborhood Council?

Raul asks how much have they given? They haven't gotten any funds right now, they are on the agenda.

Jane asks if insurance covers this, not completely. She doesn't know the percentage, but she thinks its about half.

Raul asks if there is fundraising involved and would like to know the exact amount being given by insurance, and how much they are requesting from other neighborhood councils. He recommends putting this on the April agenda.

Mark says to bring this information to the next Executive Board meeting and bring all the information to this meeting.

Mark says the safest amount is \$500.

Jane says to let the Board decide.

**Raul motions to include this item on the next General Board meeting agenda, for the Board to make the decision on how much. Unanimous agreement.**

- g. Action Item: Motion to add the item of endorsing the Sierra Club Beyond Coal Campaign to the April agenda.

They were asking for a letter of support.

**Rick motions to write a letter of support on the Beyond Coal Campaign. Unanimous agreement.**

- h. Action Item: Motion to add the item of funding up to \$500 for St Vincent's Multicultural Health Awareness Program to the April agenda.

Jane moves to include this item on the April agenda. This was for the breast cancer.

Raul says this crosses all color lines, and he feels they should be supporting as much as they can.

Rick says stick with the \$500.

Raul says don't say "up to", so to change to "\$500 or more", it's the "Breast Cancer awareness"

**Raul motions to include this item, motion to fund \$500 or more, for the breast cancer health awareness program to the April agenda. Jane seconds. Unanimous agreement.**

- i. Action Item: Motion to add the item of getting a Korean language translator for the General Board meetings to the April agenda.

Jane says the members need to come to the meetings, because they still pay for it even if he doesn't attend.

Raul says his track record of missing meetings is quite extensive.

Jane says there was a couple months last year that there was a translator for one person.

Raul motions to add item I on the Board agenda, Jane seconds. Unanimous agreement.

**4. Public comments on non-agenda items within the Board’s subject matter jurisdiction.**

Carmen can you mention the Korean guy, because he was absent so many times. Mark says he called and emailed his absences so they are excused.

**5. Board Member comments on non-agenda items within the Board’s subject matter jurisdiction.**

**Raul would like to add to the agenda, for discussion and action item to visit the budget for food & refreshments for the general board meeting.** Jane says this should be up to the next Board, because the budget is set until the end of June. If they have \$20,000 isn’t there some general operation funds that they can use?

Raul motions to add this item as a discussion, with Jane finding out if this is possible for the next few months for this fiscal year. Rick seconds. Unanimous agreement.

He would also like to add to the agenda to revisit the bylaws to put in a possible amendment for excused and unexcused absences, and the number of excused absences.

Raul would like to bring up a dicussion for the current language regarding the excused and unexcused absences, and review the current process of calling in for excused absences. Article 5 Paragraph b. Jane says putting this as a policy. She thinks whoever is absent should email everyone.

They should have a list of who has been excused & unexcused absences.

Jane thinks there should be a policy on Board members who leave early.

**Raul motions to have a discussion on the current lanuage, process and policy on the current excused and unexcused absences. Jane seconds. Unanimous agreement.**

**6. Meeting adjournment. Jane moves, Rick seconds. Unanimous agreement. 8:37pm.**

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The public is requested to fill out a “**Speaker Card**” to address the Board on any agenda item before the Board takes an action. Public comment is limited to 3 minutes per speaker, but the Board has the discretion to modify the amount of time for any speaker.

The public may comment on a specific item listed on this agenda when the Board considers that item. When the Board considers the agenda item entitled “Public Comments,” the public has the right to comment on any matter that is within the Board’s jurisdiction. In addition, the members of the public may request and receive copies without undue delay of any documents that are distributed to the Board, unless there is a specific exemption under the Public Records Act that prevents the disclosure of the record (Govt. Code § 54957.5). In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at *1225 S. Union Ave, Los Angeles, CA 90015*, at our website by clicking on the following link: [www.picounionnc.org](http://www.picounionnc.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact *the PUNC office at 213-738-0137*

The Pico Union Neighborhood Council holds its regular meetings on the first Monday of every month and may also call any additional required special meetings in accordance with its Bylaws and the Brown Act. The agenda for the regular and special meetings is posted for public review at **1) Normandie Recreation Center 1550 S. Normandie Bl. 2) Berendo Middle School 1157 S. Berendo St. 3) Leo Politi Elementary School 2481 W. 11<sup>th</sup> St. 4) Magnolia Ave. Elementary School 1626 S. Orchard Ave. 5) Tenth Street Elementary School 1000 Grattan and 6) Pico Union Branch Public Library 1030 S. Alvarado St.**

The Pico Union Neighborhood Council complies with Title II of the Americans with Disabilities Act and does not discriminate on the basis of any disability. Upon request, the Pico Union Neighborhood Council will provide reasonable accommodations to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure the availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting the Neighborhood Council Analyst Gabriela Quintana at (213) 473-0357 or please send an e-mail that states the accommodations that you are requesting to [gabriela.quintana@lacity.org](mailto:gabriela.quintana@lacity.org).

**Process for Reconsideration** - An official vote or action of the Board may be reconsidered upon request as follow: a.) Reconsideration may take place immediately following the original action or at the next regular meeting. A member of the Board, at either of the meetings shall make a motion to reconsider the action or decision. If approved by majority vote of the Board, the Board may immediately rehear the matter and take action. b.) A motion for reconsideration may only be made by a Board member who previously voted on the prevailing side of the original action or decision taken.

**PROCESS FOR FILING A GRIEVANCE:** Any grievance by a Stakeholder must be submitted in writing to the Board of Governors. The Board of Governors shall then refer the matter to an ad hoc grievance panel comprised of 3 Stakeholders who are randomly selected by the Council secretary from a list of Stakeholders who have previously expressed an interest in serving from time-to-time on such a grievance panel.

The Secretary will coordinate a time and a place for the panel to meet with the person(s) submitting a grievance and to discuss ways in which the dispute may be resolved.

Thereafter, a panel member shall prepare and submit a written report to the Board outlining the panel's collective recommendations for resolving the grievance, no later than two weeks after it has met with the person submitting the grievance. The Board of Governors may receive a copy of the panel's report and recommendations prior to any meeting by the Board, but the matter shall not be discussed among the Board members until the matter is heard at the next regular meeting of the Board pursuant to the Ralph M. Brown Act.

This formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board at one of its meetings. Those grievances can be aired at Board meetings. This grievance process is intended to address matters involving procedural disputes, e.g., the Board's failure to comply with Board Rules or these Bylaws, or its failure to comply with the City's Charter, the Plan, local ordinances, and/or state and federal law.

In the event that a grievance cannot be resolved through this grievance process, then the matter may be referred to the Department of Neighborhood Empowerment for consideration or dispute resolution in accordance with the Plan.