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CALIFORNIA

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PICO UNION NEIGHBORHOOD COUNCIL
EXECUTIVE BOARD MEETING MINUTES

May 23, 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, Jane Scott, and Rick Rodriguez. Raul Claros (came in at 6:41pm)
Quorum present.

3. Discussion of possible items for the June 6, 2011 General Board meeting agenda

- a. Action Item : Motion to include Normandie and Toberman Park Recreation centers' request for \$2,500 to fund supplies supporting their programs, on the June agenda.
Motion was presented by Jane Scott and second by Rick Rodriguez and approved by Jane Scott, Mark Lee, and Rick Rodriguez.
- b. Action Item: Motion to include a Board resolution for Quarterly Reconciliation forms missing from audits ending in 12/31/06, 3/31/07, 6/30/07, 9/30/07, 12/31/07. Action item to be placed on the June agenda denying any responsibility for quarterly audits that were spent previous to 3Q2009.
Motion was made by Jane Scott and second by Rick Rodriguez, and approved by Jane Scott, Mark Lee and Rick Rodriguez.
- c. Action Item: Motion to include the request for financial support from the Central American Parade & LA Korean Festival Foundation on the June agenda.
Motion was made by Rick Rodriguez to support \$2,000 each for the vendors and second by Jane Scott and approved by Jane Scott, Mark Lee and Rick Rodriguez.
- d. Action Item: Motion to add an action item on the June agenda to support the National Night Out in the amount of \$500 for the Rampart LAPD.
Motion was made by Jane Scott and second by Rick Rodriguez and approved by Jane Scott, Mark Lee and Rick Rodriguez. Raul Claros arrives & abstains from the vote.
- e. Action Item: Motion to put the Aztecs Rising presentation on the June agenda, Remigio Castillo.

Motion was made by Rick Rodriguez and second by Jane Scott and approved by Jane Scott, Mark Lee, Rick Rodriguez and Raul Claros.

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

- a. Pico Union Housing Corp. is requesting support for office supplies grant of \$2,000 for an at-risk youth program to be put on the agenda.

Motion was made by Rick Rodriguez and seconded by Raul Claros and approved by Jane Scott, Mark Lee, Rick Rodriguez and Raul Claros.

- b. The Kolping Society requested support for a grant of \$2,000 for office supplies and to be put on the agenda.

Motion was made by Jane Scott and seconded by Rick Rodriguez and approved by Jane Scott, Mark Lee, Rick Rodriguez and Raul Claros.

- c. The LA Conservation Corp. requested a grant of \$2,500 for the BLO Project of designated areas of cleaning, painting and concreting Pico Union street barricades at intersection of 11th & Hoover and Arapahoe & Pico.

Motion was made by Jane Scott and second by Rick Rodriguez and approved by Jane Scott, Mark Lee, Rick Rodriguez and Raul Claros.

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

President Mark Lee thanked the PUNC Executive Board members for their dedication, contribution and making a difference for the betterment of the Pico Union Community. Rick Rodriguez made a few grateful and thankful words to the Executive Board members for their positive contribution and teamwork.

6. Meeting adjournment. At 6:53pm a motion was made to adjourn by Jane Scott and seconded by Rick Rodriguez and approved by Jane Scott, Mark Lee, Rick Rodriguez and Raul Claros.

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 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. 11th 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.

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.