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PICO UNION NEIGHBORHOOD COUNCIL
EXECUTIVE BOARD MEETING MINUTES

June 27, 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 6:33pm

2. Roll Call

Present: Irene Lewis, John Cameron Kelley, Jane Scott, Peter Sean arrives at 6:37pm.

Absent: None.

Quorum is present.

3. Discussion of possible items for the July 11, 2011 General Board meeting agenda

- a. Action Item: Motion to include the approval of the current 2011-2012 Budget on the July General Board meeting agenda.

Currently the budget is without reducing the hours of the current administrative assistant. Irene says the work is justifiable. Jane says submit the budget as it is. Cameron says the rest of the budget are fixed costs.

Jane says translation is \$5,400. Irene says this is required.

Cameron motions. Unanimous agreement.

- b. Action Item: Motion to include the election of committee chairs on the July agenda.

Unanimous agreement.

Motion to include the election of committee chairs for the July agenda, Jane seconds.

Unanimous agreement.

- c. Action Item : Motion to add Recyclebank presentation by Diana Balistreri on the July agenda.

People can go to the Recyclebank and you take it into a recycle center and you can check and see how much you have. They just want to inform the public on this program.

Cameron motions to add this item to the July agenda and allocate 5 minutes for the presentation. Unanimous agreement.

- d. Action Item: Motion to add the Center for Civic Mediation's Community Mediation Program on the July agenda.
This is another agency who wants to do a presentation, they are funded by the LA County Bar association to provide conflict resolution.
Peter asks if they provide the services for free. No one knows.
Cameron motions to put this item on the agenda and allocate 5 minutes for the presentation. Unanimous agreement.
- e. Discussion Item: Food and refreshments for future Board meetings. Item is already placed on the July agenda from last month.
Irene has says this item is already on the the agenda, her concern is who is responsible for securing the food & beverages, setup and cleanup. Cameron says this is not included in the proposed budget. Cameron says this discussion of the food & refreshments in conjunction with the budget discussion. Budget presentation is a, discussion of food & refreshments is b. Susana says they should provide water in July because its hot in the summer.
Irene says they can set up a gatorade jug and they can fill it up with water.
Victor says this has been discussed before, he says having food in previous meetings was a problem, he thinks water would be nice.
- f. Action Item: Motion to include as a discussion item the Pico Union Neighborhood Council Bylaws and Board member signature requirements on the July agenda.
The next meeting they will distribute a copy of the bylaws and a form to sign that they have acknowledged and read the bylaws. To be submitted at the August General Board meeting.
Cameron motions to rewrite the item as include as agenda item, PUNC board members acknowledgement of receipt of current Pico Union Neighborhood Council Bylaws. To be signed and turned in no later than the August General Board meeting. Jane seconds. Unanimous approval.
- g. Action Item: Motion to include future funding request requirements on the July agenda.
Irene says once the Board approves the funding for a group, there are paperwork.
Carmen says they should come back and give a presentation on how the money was used.
Cameron motions to make the proposed funding requirements part of the Pico Union Neighborhood Council's Rules & Procedures. Jane seconds. Unanimous agreement.
- h. Action Item: Motion to include as a discussion item the future meeting agenda posting responsibilities of Board members on the July agenda.
Jane asked Susana to post at Magnolia School and she says she will. Leo Politi and Magnolia are the only locations that we don't have a person to post it at that school.
This item doesn't need to be included.

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

Victor says they should very much keep the budget on the administrative assistant and they shouldn't risk the chance of losing Sarah.

Victor asks PUNC to take a stand on the AEG stadium. Irene asks whether or not he wants to make a presentation. Cameron says that this item needs to go to the Zoning committee first. Victor would like to request the their City Councilmember be here. Irene says they will have a new Zoning committee chair. Victor asks if we get a statement from the Council's office on their official statement on the AEG stadium.

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

Peter Sean recommends giving plaques to former Executive Board members at the next General Board meeting.

6. Meeting adjournment at 7:44pm. Cameron motions, unanimous agreement.

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.