

# CITY OF LOS ANGELES CALIFORNIA



## PICO UNION NEIGHBORHOOD COUNCIL OFFICERS

Jay Park  
PRESIDENT

David Torres  
VICE PRESIDENT

Zoila Bañuelos  
TREASURER

Elizabeth Guevara  
SECRETARY

## PICO UNION NEIGHBORHOOD COUNCIL BOARD MEMBERS

Jesus Bañuelos  
Cynthia Rodriguez  
Erica Jung  
Silvia Velasquez

## PICO UNION NEIGHBORHOOD COUNCIL SPECIAL MEETING AGENDA

May 31, 2017 at 6:30pm  
Kolping House – Auditorium (Parking available)  
1225 S Union Ave, Los Angeles, CA 90015  
[www.picounionnc.org](http://www.picounionnc.org)

Peter Sean  
Louis A. Shapiro  
Estrella Galindo  
Hyoung Joong Kim

### 1. Call to Order

6:00pm

Track #6

### 2. Roll Call

Jay Park

Zoila Banuelos

Louis Shapiro (Replacing Secretary, Elizabeth Guevara for the rest of fiscal year)

David (Absent)

### 3. Welcome Message

Jay: Thank you for everyone that made it early today, as I have an appointment later on. Thank you for sticking with me for another year.

### 4. Public comments – Comments from the public on non-agenda items within the board's subjects matter jurisdiction. Public comments are limited to two minutes per speaker. (2 min)

**Miguel** – We help families and children in need with resources, mental health care, or any other aid they need. We have families who partner up with us and we do clean ups, we've also partnered up with KYCC. We do work like this for our community, and I am here today to know if I can be part of the board as a community based organizer. I work with a non-profit organization so I would love to know if I can apply and be part of the board.

**Jay:** Okay we will report to the city whoever has resigned from the council and then we can see if there is a vacant spot. We will then have you come and give a speech during our June General Board Meeting, we will go through the elections, and lastly, will swear in during our July meeting.

**Miguel:** I have been working at the Magnolia Community Center for about two years now. We have a new Director and he told us how important it is to be present at Neighborhood council meetings and be involved so we are going to be present and expand our work now.

### 5. Discussion and Possible action items to appear on the General Board agenda for June 5, 2017.

a) Approval of Monthly Expense (May 2017);

Total Expenditures of May: \$2,661.40

Outstanding Commitments of May: \$2000

Balance of Budget: \$10,165.78

Louis makes motion to approve monthly expense of May, Zoila seconds motion

•Unanimously approved, will be moved to General Board Meeting

b) Approval of **May 1, 2017** Minutes;

Jay Park makes motion, Zoila seconds motion

- Unanimously approved, will be discussed at General Board Meeting on Monday

c) As the end of the fiscal year is approaching, the council wants to make last minute purchases for the office, as well as items that would be beneficial for meetings. These items are: Printer, projector, and name tags for board members.

Jay: The printer is crucial because we need a new and good working printer for new tasks such as making flyers. The name tags are also a very good idea. The projector will be a good investment as we won't have to make so many copies for agendas, instead we will save paper and have anything needed projected for everyone to see.

I want to do these approvals one by one- first we will do the printer for

Louis Shapiro approves the printer for \$400, Zoila seconds

- Approved unanimously

Louis Shapiro makes motion for the projector costing up to \$1000, Zoila seconds

- Approved unanimously

Jay Park makes motion to have a name plate for each member in front of their seats. \$500 budget dedicated to this. Zoila seconds the motion

- Approved unanimously

**Jay:** We have two new members who want to be part of our board this upcoming year. I would like to nominate Maria Echeveria and Miguel Martinez for the 2017 – 2018 fiscal year.

- Approved Unanimously**

-We will discuss the addition of new members during our General Board Meeting on Monday, June 5<sup>th</sup>

#### **6. Board member comments – comments from board members on non-agenda items within the Board's subject matter jurisdiction.**

**Zoila:** I want to gather the board together, make a cleaning day for our office, and also do an inventory of all the things in the office. We need to update and make a new list, as the one of we have in the office is outdated.

Cleaning Day will be June 19, from 5:30 – 7:30

**Jay:** I want to make sure we reach quorum for next meeting so we can ensure we approve all final agenda items.

#### **7. Meeting adjournment**

Louis Shapiro makes motion to adjourn meeting, Zoila seconds the adjournment

- Meeting adjourned at 6:30pm by unanimous decision.

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The public is requested to fill out a “**Speaker Card**” to address the Board on any agenda item before the Committee takes an action. Public comment is limited to 2 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 6) Pico Union Branch Public Library 1030 S. Alvarado St. 7) Toberman Recreational Center 1725 Toberman 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 Pico Union Neighborhood Council at (213) 738 - 0137 or please send an e-mail that states the accommodations that you are requesting to [Picounion09@att.net](mailto:Picounion09@att.net).

**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.