



**Virtual Executive Committee Meeting**  
**Meeting Date: May 5, 2021**  
**Meeting Time: 7:00 PM**  
**Contact: richard.nordin@dlanc.com for more information**

**VIRTUAL MEETING TELECONFERENCING NUMBER FOR PUBLIC PARTICIPATION**

In conformity with the Governor's Executive Order N-29-20 (MARCH 17, 2020) and due to concerns over COVID-19, the Downtown LA Neighborhood Council meeting will be conducted entirely telephonically.

Every person wishing to address the Neighborhood Council can dial (669) 900-6833

or enter Zoom at <https://zoom.us/j/96539445685>

Instructions on how to sign up for public comment will be given to listeners at the start of the meeting

**1. Call to Order / Roll Call**

Rick called the meeting to order at 7:04pm

Rick Nordin - President	HERE
Naira Harootunian - VP Admin	HERE
Claudia Oliveira - VP Outreach	HERE
Jim Sarratori - Secretary	HERE
Tony Hoover - Treasurer	HERE

**2. General Public Comment** The public is requested dial \*9, when prompted by the presiding officer, to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public

may become the subject of a future Board meeting. Public comments are limited to two minutes per speaker with a total time of ten minutes. (The chair, depending on number of speakers and time considerations, may change these parameters.)

### 3. President's Welcome

### 4. Approval of Prior Minutes.

- Minutes approved unanimously.

### 5. Old Business

- a. None

### 6. New Business:

- a. Discuss and consider the possibility of a board retreat to enhance procedural knowledge for all board members.

- We could potentially add the onboarding process to the end of our agenda for next meeting.
- Suggest webinar by EmpowerLA.
- Idea to have a printout, apparently there is one already. And a cheat sheet with Roberts Rules of Order.
- Place on website, accessible to board members, onboarding page with everything in one location.
- Empower LA has a training packet out there, it is a bit dated.

- b. Review of 5/11/2021 board agenda

- Rick to adjust the call-in instructions for phone attendees to include “ \*6 to raise your hand ”
- Public Comment section at the beginning and the end of each agenda. Building flexibility into the duration of individual speaking time and also setting a max time limit to prevent hours' long speaking commitment.
- 6a - Rick to adjust the text for the Motion to fully describe.
- Public comment, Reeyan: say Media release not op-ed. Rephrase discussion and possible action.
- 6b - Discontinue lease of office space. Tony to present all information to the board, 5-10 minutes. Presentation, Discussion, and Possible Action.
- 7a Nomination for Committee Chairs
  - Govt Liaison Committee, Claudia recommends adding someone who has been on the Board before who understands the processes and Brown Act. Claudia recommends Lori or Cody.
  - PLUC - Rick recommends adding co-chairs for Ryan and Lori. Claudia recommends Tyler or Allen could be options as well.
  - PUBLIC COMMENT: Reeyan: Co-Chair really important
  - **Motion:** Jim makes motion to nominate Debby to be

Chair of the Livability Committee. Naira seconds.  
**Unanimously passed.**

- **Motion:** Govt Liaison Committee chair, Claudia nominating. Naira seconds. To vote for either Lori or Cody to be Chair. Public Comment: Reeyan, make them co-chairs. **Unanimously passed.**
  - **Motion:** Claudia nominates Wendall for Urban Issues and Resources. Tony seconds. **Unanimously passed.**
  - **Motion:** Claudia nominates Ryan for chair of the Planning and Land Use Committee. Naira seconds. **Unanimously passed.**
- 7b - security deposit for space in the 444 S Flower Building. We have leftover money to use. No idea when clerk will tell us about incumbrance.
  - 7c - Tony to reword about the meeting space and conference center to be “not to exceed \$2,000/month, even though
  - Vacant Seats - lets put in the beginning of the meeting. Naira has already vetted them. She has 4 people for the 2 business seats. 1 person interested in Homeless Seat. Two alternates swearing in, also at the beginning of the meeting, after #2 in the agenda. Make #3 and #4. Public names are not added to the agenda, just list as ‘Selection for Open Seats’ and the public will raise their hands to nominate themselves.
  - Include attachments in the agenda: 2 previous meeting minutes, the letter, Tony can include copy of original lease, previous presentation of the 2 options (Industrious and the Bloc), Tony will include budget spreadsheet to the Treasurer Report
  - Need to include the MERS
  - In the future Rick to send Executive Committee the draft of the next Board Agenda ahead of time for us to review.
  - Rick to fix Ryan Afari’s spelling of his last name.
- c. Discuss, approve and forward committee chair nominations for the new term to the May 11th board meeting for approval.

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**8. Other Committee Comments and Announcements**

**9. Next Meeting June 2, 2021**

## 10. Adjourn

Meeting adjourned at 8:54

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS:** *The public is requested to fill out a "Speaker Card" to address the [committee] on any agenda item before the committee takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the committee's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the committee is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future committee meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer.*

**POSTING:** *In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board members in advance of a meeting may be viewed on our website by clicking on the following link: [www.dlanc.com](http://www.dlanc.com), or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please download from our website. You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at: <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>.*

**RECONSIDERATION AND GRIEVANCE PROCESS:** *For information on the DLANC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the DLANC Bylaws. The Bylaws are available at our Board meetings and our website [www.dlanc.com](http://www.dlanc.com).*

**DISABILITY POLICY:** *The Downtown 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 Venice 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 availability of services, please make your request at least 3 business days prior to the meeting you wish to attend by contacting the Department of Neighborhood Empowerment at 213) 978-1551 or email [NCsupport@lacity.org](mailto:NCsupport@lacity.org).*