



Virtual Monthly Executive Committee – Draft Meeting Minutes

Meeting Date: August 4, 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 must dial (669) 900-6833 or enter Zoom at

<https://zoom.us/j/88641025968> Password 550869

then enter MEETING ID: 886 4102 5968 and then press # to join the meeting.

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 Nordin - President	H
Naira Harootunian – VP Admin	A
Claudia Oliveira – VP Outreach	H
Jim Sarratori - Secretary	H
Tony Hoover - Treasurer	H

- 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. Approval of Prior Minutes. (None)

- Jim motioned to approve the minutes from the last meeting. Tony seconded.
- Motion approved unanimously.

4. Old Business

- a. Review draft of the Secretary's edits for our Standing Rules: 1) Officer Roles and Responsibilities 2) Committee Operating Procedures.

The Executive Committee discussed drafts produced by Jim of both documents. Jim will email the templates out to all Executive Committee members

5. New Business:

- a. Discuss and possible action to change where we post physical agendas.
 - New location proposed at City Hall, two bulletin boards are available. Brown act requires a physical posting. Must be posted on paper. Other possible locations: LA Central Library and Little Tokyo Library (where Urban Needs agenda is posted).
 - Reeyan noted Brown Act requires the location be open to the public 24 hours a day.
 - Mike Fong approved the City Hall location.
 - Claudia motions to move our physical posting to City Hall. Jim seconded.
 - Motion passed
- b. Discuss creation of working group for an Onboarding package
 - Jim will form a working group with Michelle and announce the creation of the working group at the next board meeting, seeking members to join.
- c. Motion: Approve the agenda for the Board Meeting on August 10 at 6:30 PM
 - Rick presented the next board meeting draft.
 - Rick recommends moving the vote for open seats to September board meeting, which would trigger the 60 days rule in bylaws that transfers seats to At-Large.
 - Claudia to post list of all liaison positions

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7. Other Committee Comments and Announcements

8. Next Meeting September 1, 2021

9. Adjourn

- Meeting adjourned at 9:10pm

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 , 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.*

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.*