WEST LOS ANGELES SAWTELLE NEIGHBORHOOD COUNCIL
BOARD MEETING AGENDA MINUTES
Wednesday, May 9, 2018, 7:00 PM
Felicia Mahood Multipurpose Senior Center
11338 Santa Monica Boulevard – Community Room – Los Angeles, CA 90025

Attending: Jamie Keeton (Chair), Eric Nakamura (Vice Chair), Jay Handal (Treasurer), Ron Migdal, Jay Ross, Jennifer Gavina, Zana Glisovic, Desa Philadelphia, Danilo Torro

Absent: Naomi Kageyama, Partho Kalyani, Jean Shigematsu, Arman Ghorbani, Jian Kerendian

TIME BEGINS: 7:03 p.m.      TIME ENDS: 7:24 p.m.
Community and stakeholder members present: count not taken

I. Call to Order
Chair Jamie Keeton called the meeting to order at 7:03 p.m.

II. General Public Comment
A stakeholder had a comment on Adkins Trash: according to him, they illegally picked up trash at 5:40 a.m. instead of 6:00 a.m. He has video and photographic evidence of it, and would like the board to create an agenda item for their next meeting regarding it and to write a letter to the city attorney about it.

III. Approvals
Keeton asked if they wanted to take any of the items out of the agenda. Jay Handal said that K and L will be dependent on what they do with H and J, so if they approve everything else, they can make a motion on K and L. Jay Ross had questions on K and L. Handal said that they can’t approve H and J and agenda item IV if they approve H by itself because it will take out remaining money. Handal motioned to approve items III.a, III.b, III.c, III.d, III.e, III.f, III.g, III.i, and III.m. Migdal seconded.

[For clarification here is the excerpt of these agenda items]:
III. Approvals (10 minutes)
a. Outstanding draft meeting minutes (Secretary Naomi Kageyama)
b. Outstanding MERs reports (Treasurer Handal)
c. Motion to Approve Apple 1 note taker for all monthly Board of Directors Meeting and PLUM
d. Itemized Annual Budget
e. Video record all PLUM meetings and post to website
f. Motion to approve up to $100.00 for business cards
g. Certificate of Appreciation for SLO Lavenson for his wonderful work in the District
h. Motion to approve PLUM funding request of up to $10,000 for UCLA student planning project
i. Motion to Reimburse Rose Kato for expenditures related to Clean Streets and Sawtelle Japantown Clean Up up to $2,500.00
j. Motion to fund cameras at Stoner Park up to $5,000.00
k. Motion to move up to $5,000.00 of community improvement funds into Outreach budget
l. Motion to move up to $5,000 into Neighborhood Purpose Grants
m. Motion to approve the following monthly recurring expenses:
   • Facebook - $600
   • Insight Investments - $1,101.60
   • Konica Minolta - $1,340.00
   • Mailchimp - $1,200.00
   • Refreshments - $300.00
   • Business cards - $300.00
   • Apple1 - $500.00

Motion to approve agenda items III.a, b, c, d, e, f, g, i, and m. 9 Yes (Migdal, Keeton, Handal, Ross, Gavina, Nakamura, Glisovic, Torro, Philadelphia. 0 No. 0 Abstain. Motion PASSES, and the aforementioned agenda items are passed unanimously.
h. Motion to approve PLUM funding request of up to $10,000 for UCLA student planning project

Handal said that the motion would have to be in the form of an NPG, since they had received no documentation from UCLA. Jay Ross began handing out an info packet relating to it. He explained that UCLA can hire grad students to do planning work for the neighborhood council. The PLUM committee can pursue a neighborhood grant in the future, but wanted to gauge interest in the proposal.

Keeton thought it was premature, and thought that they should try to partner with CD11 to get additional funding from them in the future, and reach out to other programs for possible funding opportunities for the planning project. Handal explained that the board needs a detailed plan, including a project timeline and an NPG, for the board to pass money relating to PLUM projects, and someone at UCLA would need to sign an NPG as well.

Keeton asked Ross to email her and said they would get in touch with a representative from CD11 to see what they were doing and whether CD11 could help with PLUM projects.

j. Motion to fund cameras at Stoner Park up to $5,000.00

No action taken.

k. Motion to move up to $5,000.00 of community improvement funds into Outreach budget

Handal moved to transfer $3,600 to the Outreach budget, following the approved motion to grant $5,000 to the West LA Coalition for a community garden. Migdal seconded.

Motion to move $3,600.00 into Outreach budget. 8 Yes (Migdal, Keeton, Handal, Gavina, Nakamura, Glisovic, Torro, Philadelphia). 0 No. 1 Abstain (Ross). Motion PASSES, and $5,000.00 of community improvement funds is moved into the Outreach budget.

l. Motion to move up to $5,000 into Neighborhood Purpose Grants

Handal moved, Migdal seconded.

Motion to move $5,000 into the Neighborhood Purpose Grant to support agenda item IV. 9 Yes (Migdal, Keeton, Handal, Ross, Gavina, Nakamura, Glisovic, Torro, Philadelphia). 0 No. 0 Abstain. Motion PASSES, and $5,000 is transferred into the Neighborhood Purpose Grant.

IV. Presentation and motion for approval of $5,000 NPG to West LA Coalition for community garden

A representative from the West LA Coalition spoke about the organization having submitted an NPG application and community garden/park proposal, and described two community listening sessions the organization held, with feedback that they gleaned. CD11 has approved of the community garden, and they are waiting on a final sign-off from the LA department of Recreation and Parks, because they want to have exercise equipment in the back of the community garden. The money requested from the West Sawtelle board was only for the garden and raised flower beds, and to support a community gardening club at Felicia Mahood.

Keeton asked where it would go, and the representative pointed the board to documents including the original proposal presented to LA Rec and Parks. Torro asked if there would be a sketch in the future from an architectural firm. The representative said that there was no architectural firm working on it, nut that Rec and Parks was working on an overall design for the project. Torro asked whether the dirt would be on concrete, and the representative replied that there would be a soil test as part of the proposal, because the base material that is going to be used for the project is a kind of dirt/concrete hybrid. Torro asked what the irrigation system would be for the project, and the representative said it would be a basic hose-and-sprinkler system. He added that the Coalition is planning on engaging and activating seniors from the Mahood center, local gardening clubs, and volunteer agencies to activate the space and decide what plants will be planted.

Keeton asked if there was commitment from such groups, and the representative replied that they had made partnerships with numerous groups in the area, and volunteer agencies had helped to train volunteers and get them out to the garden on a weekly basis.
Migdal said that he would also like to see a drawing of what the plan is, and wanted to confirm how much money they had left in the budget (this agenda item was addressed before agenda item III.k). Handal directed board members to the last page of their handout packet: their leftover budget was $8,686.77, of which $5,000 will go to an NPG if they approve this agenda item, leaving them $3,686 left for end of fiscal year. He suggested to move that money into outreach and go from there.

The representative explained that they have potential funding coming from Experience Corps, part of AARP, and Home Depot, but that this funding would help get the garden started.

Handal moved, Eric Nakamura seconded.

| Motion to approve a $5,000 NPG to West LA Coalition for community garden. 9 Yes (Migdal, Keeton, Handal, Ross, Gavina, Nakamura, Glisovic, Torro, Philadelphia. 0 No. 0 Abstain. Motion PASSES, and a $5,000 NPG to West LA Coalition for a community garden is approved. |

V. Report on Clean Streets Distributions

Handal explained that Ms. Kato has yet to submit receipts in order to get funds from Clean Streets distributed to her; only one school has gotten their paperwork in to get funds distributed to them, represented by Keeton. Handal hopes that at some point, other schools in the area will get their Neighborhood Purpose Grant paperwork in, Kato will get her receipts in, and the remaining distributions will be finished.

VI. Report on balance of funds available until June 1, 2018

Handal said that the last page of the board members’ packets was a recap of the balance of funds, and that there were no more fiscal reports.

VII. Public Comment for Items Not on the Agenda

The representative from the West LA Coalition announced that a community potluck was this Saturday, May 12th at Stoner Park from 4:00 p.m. to 7:00 p.m. Also, May 19th is another cleanup at the Felicia Mahood Center from 9 a.m. to 12 p.m. On May 23rd they will be having a Senior Fraud Safety Awareness Fair from 9:30 a.m. to 11:30 a.m.

VIII. Board Comment and Announcements

Torro suggested using a service for scheduling the board’s meetings, like SNAP, for keeping track of who is attending meetings and who isn’t, because the non-attendance is getting ridiculous. The board members discussed past digital efforts through Google to keep track of attendance, and that the lack of response to past invitations has defeated attempts to do so.

Keeton encouraged Torro to keep track of frequently absent board members and encourage them personally to attend more often. Handal suggested that for future meetings where enough board members are absent that the board does not have quorum, they have the meetings anyway and make note of who is absent.

Ross announced that he had put paper copies of the agendas and minutes for the Bylaws Committee and the PLUM Committee from 2017 into the files of the neighborhood council’s office, and encouraged other board members and committee chairs to do the same.

Migdal wanted to report that the last Public Safety Community Meeting was really good, held at Fire Station 59. The LAPD gang unit for West LA showed up and gave them positive feedback about camera issues. He has also just completed the LAPD Citizen’s Academy, and met someone there who has military expertise on terrorism and things to look for to spot potential terror situations. Migdal will invite him to next Public Safety Community Meeting.

IX. Adjournment

Handal moved to adjourn the meeting, Migdal seconded. Meeting was adjourned by unanimous vote at 7:24 p.m.