



LEGALLY REQUIRED OFFICIAL POSTING  
PLEASE DO NOT REMOVE UNTIL AFTER BELOW DATE AND TIME

## North Hills West Neighborhood Council

### FINAL - Special Board Meeting Agenda

Tuesday, May 25<sup>th</sup>, 2021 6:30–8:30 PM

**FINAL Agenda** shall be Posted 24 Hours Prior to Meeting – All Meetings are open to the Public  
**(You're welcome to join 15 minutes early to ensure connection setup)**

**Zoom Meeting online or by telephone. Dial Toll Free (877) 853-5257 or (833) 548-0282 to join the meeting then enter this webinar ID #: 979 3677 6899 and press #**

**Please click this link to join the webinar by computer: <https://zoom.us/j/97936776899>**

Every person wishing to address the Board must dial (669) 900-6833 (San Jose) or for Toll-Free dial: (833) 548-0282, 877-853-5257, 888-475-4499, or 833-548-0276 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.

#### **NHWNC Executive Officers:**

Carol Hart – President, Pat Crone – Vice President, Dan Gibson – Treasurer, Dave Brown – Secretary

#### **Board Members:**

Sam Acosta, Angel Collins, Maggie Elliott, Garry Fordyce, Punam Gohel, David Hyman, Madlena Minasian, Carlos Pelaez, Kreshell Ramey

IN CONFORMITY WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20 (MARCH 17, 2020) AND DUE TO CONCERNS OVER COVID-19, THE BOARD OF NORTH HILLS WEST NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY TELEPHONICALLY.

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** 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 - *which 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 comment is limited to 1 minute per speaker, unless adjusted by the presiding officer of the Board.

*The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs.*

*We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities and bringing government closer to the people.*

**Supporting documents available on our website at: [www.nhwnc.net](http://www.nhwnc.net)**

**ALL AGENDA ITEMS ARE SUBJECT TO DISCUSSION AND POSSIBLE ACTION BY THE BOARD**

**1. Welcome & Call Meeting to Order – Carol N. Hart, President**

## 2. Roll Call, Determination of Quorum, and Voting Eligibility

3. **President & Treasurer’s Fiscal Year End Financial Status Report** – after we complete our self-audit and seek any necessary corrections from NC Funding Reps and others – this report will serve as the basis upon which the board will discuss all of the remaining motions on this agenda.

4. Discussion and possible action: **Motion to approve a ‘North Valley Caring Services’ Neighborhood Purpose Grant not to exceed \$5,000 to be put toward the purchase of a new forklift** - for the food distribution which has provided groceries for those in need throughout the pandemic. (Other NCs are requested to approve NPGs in the same amount.) Full details are to be included with NPG Form & Tax Exempt Status Documentation.

Funds encumbered from Fiscal Year 2019-20 for specified purposes to be expended only during Fiscal Year 2020-21; these funds may not be rolled over.

5. Discussion and possible action: Motion to approve pCard charges in an amount not to exceed **\$4999** for printing of new NHWNC residents welcome postcards, a post-pandemic “Getting Back to Business” mailer and a 4-page newsletter. Vendors and final totals to announced for final approval at our June meeting.

6. Discussion and possible action: Motion to approve a pCard expenditure request in an amount not to exceed **\$650** for Adobe – Outreach Materials Design Software & Adobe Instructional Materials for New Users. Adjusted totals will be provided for final approval at our next General Board Meeting, on Thursday, June 17.

7. **General Public Comment:** Comments from the public on non-agenda items within the Board’s jurisdiction. Each speaker will be allowed two (2) minutes as time permits.

## 8. **Community/Government Reports & Announcements:** (15 minutes)

a. Elected offices representatives.

b. Government agencies, including the City of Los Angeles’ Department of Neighborhood Empowerment.

9. Discussion and possible action: **Motion to approve adjustments to the 2020-2021 NHWNC Budget and Administrative Packet. (See revised Budget & Administrative Packet submitted for Board approval)**

10. Motion to adjourn

**North Hills West Neighborhood Council & Committee Agendas are posted for public review at Uncle Joe’s Donuts – 8704 Woodley – North Hills CA 91343 and posted on the NHWNC website [www.nhwnc.net](http://www.nhwnc.net)**

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments on other matters, not appearing on the

Agenda that are within the board's subject matter jurisdiction, will be heard during the Public Comment period. During the current situation requiring that we conduct meetings online, please send your request to make a public comment to [Secretary@nhwnc.net](mailto:Secretary@nhwnc.net). Please include the item number along with an indication that you support, oppose, or support conditionally - naming your conditions.

As a covered entity under **Title II of the Americans with Disabilities Act**, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids or services, may be provided upon request. If you require language services translation services and to ensure availability of services, please make your requests at least three (3) business days (72 hours) prior to the meeting you wish to attend by contacting Carol Hart, Board President, via email at [President@nhwnc.net](mailto:President@nhwnc.net) or by phone 818-281-9387.

**RECONSIDERATION PROCESS:** Reconsideration of a vote by the Board may be called as a motion by any of the Board members that voted on the prevailing side of the decision.

**GRIEVANCE PROCESS:** A stakeholder or group of stakeholders may present a grievance concerning the legality of actions by the Board during public comment. Substantive grievances will be examined by a panel set by the Board and the decisions may be appealed to the Department of Neighborhood Empowerment.

**POSTING:** 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 its meetings, may be viewed at the board meeting. Documents may also be reviewed by going to the Board's website [www.http://nhwnc.net](http://nhwnc.net).

In addition, if you would like a copy of any record related to an item on the agenda please download from our website: [www.http://nhwnc.net](http://nhwnc.net). 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>.

**NHWNC BYLAWS** – Please be advised that the bylaws of the North Hills West Neighborhood Council provide a process for reconsideration of actions as well as a grievance procedure. For your convenience, the bylaws which were approved on 11-17-2020 are available during every meeting and online at: [www.http://nhwnc.net](http://nhwnc.net).

**PUBLIC ACCESS OF RECORDS:** In compliance with 'government code section 4957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting are available on our website: [www.http://nhwnc.net](http://nhwnc.net)

For More Information about NHWNC please email: [board@nhwnc.net](mailto:board@nhwnc.net). We look forward to hearing from you!

In addition, if you would like a copy of any record related to an item on the Agenda, please contact NC Support at 213- 978-1551 or via e-mail at: [NCsupport@lacity.org](mailto:NCsupport@lacity.org).

**RECORDING MEETINGS:** Note that Board meetings may be sound and/or video recorded for backup to Minutes.

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR AL CONCEJO VECINAL 3 DÍAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR CONTACTE A DAN GIBSON, POR EMAIL A [dgibson.nhwnc@gmail.com](mailto:dgibson.nhwnc@gmail.com).

**Please Do Not Remove Before May 27th, 2021**

**Note: This agenda has been updated in accordance with online meeting guidelines (COVID 19) and to align with materials provided by EmpowerLA.**