

CITY OF LOS ANGELES

PANORAMA CITY NEIGHBORHOOD COUNCIL

Directors

Gregory Wilkinson, Chair
Viviano Montes, Vice Chair
John DiGregorio, Treasurer
Cheryl Compton, Secretary

Maricar Summer Bernardo • Martha Cortez
Pamela Gibberman • Angela Gleich
Danilo Guerra • Michael Hasz
Michelle Klein-Hass, VP
Saul Mejia • Gurgen Mkrtchyan
Marisa Persaud • Ryan Reich
Sonia Sawit • Tony Wilkinson

Vacant seats:

Renter Center-West (2020)
Business (2018) x2 • Business (2020) x1
Youth Representative: Douglas Bernal

CALIFORNIA



ERIC GARCETTI
MAYOR

PANORAMA CITY NEIGHBORHOOD COUNCIL

POSTAL MAIL

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ALTERNATES

Alt1 Nathan Bouldin Alt2 Salvador Ortega
Alt3 Dante Harris Alt4 (vacant)
Alt5 (vacant)

PANORAMA CITY NEIGHBORHOOD COUNCIL REGULAR BOARD OF DIRECTORS MEETING MINUTES

Thursday April 27, 2017 6:30 PM

Mission Community Hospital, Medical Office Building, 2nd Floor, Room 208
14860 Roscoe Boulevard, Panorama City, CA 91402

The quorum is 11 Board members or Alternates. Public comments on agenda items will be heard when the item is considered. Public comments on other matters within the council's jurisdiction may be made during the Public Comment period. Public comments are usually limited to two minutes per speaker, at the discretion of the Chair. Action may be taken on any agenda item except Public Comment and announcements. Actions may be reconsidered only if a motion for reconsideration is adopted at the same meeting where the action was taken. You may request a copy of printed materials that are distributed at the meeting. You may record the meeting by audio, video or photographic means as long as it is not disruptive. Meeting notices and agendas are posted at the Plaza Del Valle Community Room and at other locations (see notes below). If you need translation, or accommodation for a disability, please call the city Department of Neighborhood Empowerment at least three business days in advance (213-978-1551, or toll-free 3-1-1). The city is a covered entity under Title II of the Americans with Disabilities Act. If you believe the council is not following the law or its own rules you may file a grievance in writing with copies to both the Chair and the Secretary. Please be respectful of others, even when you differ with them. Times shown in the agenda are only estimates. The sequence and time may be changed at the meeting.

1. Opening Remarks (Vice Chair Gregory Wilkinson). Public comments began at 6:45pm without quorum.
Call to Order and Quorum occurred at 7:10pm.

2. **Self-Introductions** of Participants and Guests. (6:35pm)

3. **Roll Call** of Board of Directors and Alternates (the quorum for Board meetings is 11). Gregory Wilkinson, John DiGregorio, Cheryl Compton, Summer Bernardo, Pamela Gibberman, Angela Gleich, Danilo Guerra, Michael Hasz, Michelle Klein-Hass, Saul Mejia, Sonia Sawit and Tony Wilkinson.

4. **Reports from LAPD & other relevant law enforcement agencies.** No representatives present.

5. **Reports from elected officials:** California Congressional District 29, State Senate District 20, State Assembly District 46, Los Angeles County Supervisorial District 3, Los Angeles Unified School District 6, Los Angeles Mayor, Los Angeles City Council District 6, and other elected Officials' field staff reports.

(a) **Angie Aramayo, Field Rep from Assemblymember Adrin Nazarian's office.** AB 34,

Children's Saving Account Bill passed the House, which would establish a universal at-birth, opt-out, statewide 529 children's saving account program. This will ensure California's children and families foster a college-bound identity and practice education-related financial planning.

- (b) **Julio, a representative from North Valley Occupational Center.** There is a Job Fair & Open House at NVOOC tomorrow, April 28, 2017.
- (c) **Representative from National Prescription Drug Take Back Day.** April 29, 2017 - Kaiser Permanente in Panorama City will be participating. The public can drop off unused or expired medications (both prescription and over-the-counter, and including sharps).
- (d) **Representative from Pacoima Great Streets/Pacoima Beautiful.** May 20, 2017, 9-11am, there is a groundbreaking on the median at Van Nuys and Parthenia for an improvement and beautification project. There is discussion of expanding to other intersections and medians in the area.

6. Discussion and voting to appoint any interested qualified stakeholders to any appropriate vacant board seats.

After candidate introductions and statements, five (5) new directors were elected: Tony Wilkinson motioned to elect the following new stakeholders; the motion was seconded by Pamela Gibberman. Motion approved unanimously: 12 YES/0 NO/0 Abstentions.

Marisa Persaud (North Renter)
Ryan Reich (At Large 2020)*
Gurgen Mkrtyan (Southeast Renter)
Martha Cortez (Center-East Homeowner)
Viviano Montes (Southwest Renter)

**Please note administrative correction for next meeting. The At-Large 2020 position was not available, and Ryan Reich will need to be reconfirmed for the Unlimited At-Large 2020.*

7. Discussion and election to fill all vacant board officer positions.

Chair: Gregory Wilkinson announced he would be resigning his position of Vice Chair. John DiGregorio nominated Gregory Wilkinson for Chair, which was seconded by multiple members; Gregory accepted the nomination. Motion to elect Gregory Wilkinson to Chair approved unanimously: 17 YES/0 NO/0 Abstentions.

Vice Chair: Summer Bernardo nominated Viviano Montes for Vice Chair, which was seconded by multiple members; Viviano accepted the nomination. Saul Mejia nominated himself, but later withdrew his nomination. Motion to elect Viviano Montes to Vice Chair approved unanimously: 17 YES/0 NO/0 Abstentions.

Treasurer: Tony Wilkinson announced he would be stepping down as Treasurer and nominated John DiGregorio to fill the position, which was seconded by multiple members. John accepted the nomination. There was a discussion of the timing and submission of the pending MER reports overdue to DONE, as well as the issue of proper coordination of the handover of information. Tony and John agreed that they would coordinate in order to assure a proper transition.

Saul Mejia made a motion to postpone the vote until the next PCNC meeting, May 25, 2017; the motion was not seconded. Tony Wilkinson made a motion to make the Treasurer position effective as of the next PCNC meeting, May 25, 2017; motion was seconded by multiple members. Motion to postpone the formal installment of the new treasurer-elect to May 25, 2017 passed: 14 YES/1 NO/2 Abstentions. Motion to elect John DiGregorio to Treasurer, effective May 25, 2017, approved: 16 YES/0 NO/1 Abstention.

Secretary: Cheryl Compton was nominated and seconded by multiple members for the position of Secretary; Cheryl accepted the nomination. Motion to elect Cheryl Compton to Secretary passed

unanimously: 17 YES/0 NO/0 Abstentions.

Second Signer: Saul Meija nominated Danilo Guerra as Second Signer, which was seconded by multiple members; Danilo accepted the nomination. John DiGregorio nominated Gurgen Mkrtchyan, who declined the nomination. Motion to elect Danilo Guerra to Second Signer approved unanimously: 17 YES/0 NO/0 Abstentions.

8. Consideration and possible action to accept financial reports from Treasurer, adjustment(s) of PCNC annual budget categories based upon any need to account for variances in actual expenditures, and any needed MERs (and actions needs to complete them). Possible delegate of certain related tasks to Treasure or other authorized board member.

Tony Wilkinson presented the outstanding MERs from July 2015, August 2015 and September 2015 as prepared by himself with the assistance of John DiGregorio, as well as an outside accounting consultant. MERs were prepared with all available sources and best practices; however, there are a few items, which have missing receipts.

Viviano Montes, who was Chair of PCNC during the July-September 2015 period, stated that he has additional records or descriptions that may be useful in making the MERs complete. Tony and John agreed that best efforts should be used to make the MERs as accurate as possible, but delaying further would mean another month without access to our funds, which makes moving forward as a neighborhood council very difficult. John said his conversations with DONE indicated that we only needed to present our best efforts in order to immediately gain access to our funds, and DONE would come back to us with any additional audits needed. Gregory Wilkinson stated that he would like John, Tony and Viviano to work together over the next two weeks in order to see if there was information to make the reports whole, but not to hold up the process any longer, so PCNC has access to our funds as soon as possible.

Danilo Guerra made a motion to approve and submit the MERs as presented, along with any additional information discovered from the meeting with Viviano, which was seconded by Gurgen Mkrtchyan. Motion approved: 10 YES/0 NO/0 Abstentions/7 ineligible to vote (including five new members elected earlier in the evening). [Vote Roster attached]

9. Consideration and possible action to address ongoing deficiencies with the PCNC office lease/tenancy, payment, and any needed forms.

Gregory Wilkinson stated that we should have further discussions in the future as to any renegotiation of our lease. DONE has been paying our lease since our accounts were frozen. Discussion will continue at later meetings.

10. Discussion and possible action about special outreach efforts for our next Regular Board meeting on May 25, 2017 and possible extra activities for that board meeting.

Marisa Persaud presented the flyers and posters she made for the Outreach meeting, which includes a Civics 101 Presentation, as discussed at Outreach/Land Use Committee meeting on April 13, 2017. Discussion of who would hand out and post flyers and in which areas, so as not to duplicate our efforts. Saul volunteered to make a short visual presentation for the meeting. It was agreed that those interested in further outreach via Facebook, webpage, etc. would stay after adjournment to discuss implementation and organization.

11. Discussion, nomination, and selection of Committees and Committee Chairs to include adding new members to each committee.

As this item needed considerable time to discuss, and we have five newly-elected members who need to do ethics and financial training and become more familiar with PCNC, Gregory Wilkinson stated he would like to move this agenda item to the next meeting. Saul Meija expressed disappointment, as much of our

work is done in committees. Tony Wilkinson motioned to postpone Item 11 to the May 25, 2017 meeting; which was seconded by Angela Gleich. Motion approved: 9 YES/4 NO/3 Abstentions.

12. Public Comment and Announcements No public comments at this time.

13. Adjournment – Meeting adjourned 9:45pm.

Council Process: The council gained its official city role upon certification by the Board of Neighborhood Commissioners on March 15, 2007. Everyone who lives, works or owns real property within the boundaries of the Panorama City Neighborhood Council, or who declares a Community Interest in the area and the basis for it, is a "stakeholder". All stakeholders are members of the Council. Stakeholders elect a Board of Directors to represent them. This Board is recognized as the decision-making entity by the City of Los Angeles. The current Board was elected on April 2, 2016. While the Board is the official decision-making entity, meetings are conducted as much as possible in a town hall spirit. Committees are open to anyone with an interest in Panorama City. Panorama City's neighborhood council is much more than its Board, and it depends on public participation for its success.

Posting Sites: California's open meetings law, the Ralph M. Brown Act, requires that meeting notices be physically posted at a regular location 72 hours in advance for regular meetings and 24 hours in advance for special meetings. The location must be accessible to the public seven days a week, 24 hours a day. That location is the outside steel doors of the Plaza Del Valle Community Room, Building G, 8700 Van Nuys Boulevard, Panorama City, CA 91402. This council is also required to follow the City of Los Angeles posting policy for Neighborhood Councils. That policy additionally requires that councils post agendas through the city's Early Notification System (ENS), post the agendas on the council's website (if one exists), and make an effort to send agendas by electronic mail (if such a list exists). This council posts agendas on its website, panoramacitync.org. This council uses the city's ENS mailing list as its agenda email list. You may sign up for the ENS agenda system at: <http://lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>.

In addition to the Plaza Del Valle posting location, this council MAY post agendas at other locations within Panorama City. These may include: (1) Panorama City Branch Library, 14345 Roscoe Boulevard; (2) Panorama Recreation Center, 8600 Hazeltine Avenue; (3) Sepulveda Recreation Center, 8801 Kester Avenue; and (4) Casa Esperanza, 14705 Blythe Street. In addition to the ENS agenda list, this council MAY include agendas in its occasional informational emails. You can subscribe to the council's informational email list by sending your request to 'info@panoramacitync.org'. You can also sign up on the council's website. In order to respect our stakeholders' inboxes, messages to the informational email list will be sent at most once or twice a month. *The only way to assure that you will receive emailed agendas is through the ENS list.*

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Agenda-related written materials: The council may occasionally prepare supplementary information to the agenda ("agenda packets"). When this is done, the agenda packets are normally made available both to Board or committee members and to the general public at the start of the posted meeting. In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the Board or committee *in advance of a meeting* may be viewed by appointment at the Panorama City Neighborhood Council office, 14500 Roscoe Boulevard, Suite 400, Panorama City, CA 91401, (818-714-2133) during normal business hours, 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 Cheryl Compton, Secretary, 14500 Roscoe Boulevard, Suite 400, Panorama City, CA 91402 (ComptonPCNC@gmail.com).

For more information about the Panorama City Neighborhood Council visit our website at www.panoramacitync.org

