

Harbor City Neighborhood Council Governing Board Meeting
 Narbonne High School Library
 Wednesday 5-25-11
 6:00pm

Official Minutes

Board Members	Roll Call/Attendance
Esther Cepeda	Excused
Jennifer Corral	Present (6:10)
Greg Donnan	Present
Joyce Fredericks	Present
Tom Houston	Present
Janet Mercer	Absent
Raymond R. Moser	Present
Anto Nakkashian	Present
Wu-Ping Own	Present
Grant Reed	Present
Olive Reed	Present
Craig S. Rutherford	Excused
Christopher Sapien	Present

Call to Order:

President Tom Houston called the meeting to order at 6:09pm. There was a quorum and also four stakeholders in attendance. Celina Luna from the Councilwoman's office was also present.

Roll Call: See Above.

Approval of Minutes Greg Donnan made a motion to approve the April 27, 2011 Governing Board Meeting Minutes. The motion was seconded by Grant Reed and approved by the Board with 5 yes votes, 0 no, 2 abstentions.

Treasurer's Report: Steven Rutherford is undergoing training for a new job and will not be available to handle the Treasurer duties. Anto Nakkashian was asked to fill in for Steven during this absence. There was a motion by Olive Reed to approve Anto Nakkahsina as Temporary Treasurer. The motion was seconded by Wu Ping Own and passed the Board with 6 yes votes and 0 no votes. Tom Houston gave an overview of the current status of outstanding expenses. Olive stated that Esther had contacted DONE and our NC has a current balance of \$10,000 to spend according to their records.

Followup from Stakeholder Meeting:

- Stakeholder Ceasar Magdaleno followed up with the school about the alarm problem reported at the May Stakeholder Meeting. The school informed him that the alarm will continue throughout the summer due to testing until it is perfected.
- There was also a short discussion on the issue of kids gathering at the memorial set up at the location of the recent homicide.

Agenda for June: Olive Reed commented that a stakeholder asked her about having a presentation on Harbor College. Olive is looking further into setting up a presentation. Victor

Medina from GAP will be returning to show the video that was not operating correctly at a previous meeting.

Evacuation and Emergency Preparedness Working Group: Greg Donnan was appointed to the group at the last Governing Board Meeting with Grant Reed appointed as the alternate. There was a question as to what authority we should allow them to have at the meeting. A motion was made by Ray Moser that Greg Donnan and Grant Reed be given authority to vote as they see fit when representing the Harbor City Neighborhood Council Board at the Evacuation and Emergency Preparedness Working Group and then report back to the Governing Board. The motion was seconded by Ping Own and passed with 8 yes votes and 0 no votes.

Fire Department Expenditures:

Three motions were presented for items needed at Fire Station 85 as follows:

- Motion made by Greg Donnan that we purchase a “slop sink” for Fire Station 85 at an amount not to exceed \$1,000. The motion was seconded by Grant Reed and passed with 8 yes votes and 0 no votes.
- Motion made by Greg Donnan that we purchase 2 electric infrared heaters and the lamp that goes with it for Fire Station 85 at an amount not to exceed \$2500. The motion was seconded by Ping Own. During discussion Olive Reed voice her concerns that all the remaining money is being spent in one place and there has been a request for spending the money on beautification. After discussion the motion was passed with 6 yes votes, 0 no votes and 1 abstention.
- Motion made by Greg Donnan that we purchase resilient floor (rubber) tiles in the amount of \$1200 with the understanding that the \$500 previously allocated for the carpeting which is no longer being considered. The motion was seconded by Ping Own and passed with 7 yes votes and 0 no votes.

HCNC Calendar: Joyce Fredericks has done some research and determined that there are about 5,000 calendars remaining from 2008-2009. It was being suggested that the Board purchase a sticker over the magnet with an updated calendar at a cost of \$461.36. A motion was made by Raymond Moser and seconded by Greg Donnan that the Board approve the cost of stickers to be placed on the old magnets at an amount not to exceed \$500. The motion was approved with 7 yes votes and 0 no votes.

TRAINING ON ROBERT’S RULES OF ORDER: Bob Gelfand and Doug Epperhart gave the Board Members training on Robert’s Rules of Order. Highlights from the presentation follow:

- A brief history of the origins of Robert’s Rules of Order.
- The underlying philosophy behind the Rules of Order is that “Everyone has the ultimate authority in a group such as this. All members have the right to participate, to comment, to make a motion, and to vote. Everyone is equal. The chair facilitates and helps you to find your voice and your decision. The chair can ask questions such as “We have a long agenda, can we limit discussion on this item?” However, the power belongs to the group as a whole.
- Bob’s interpretation is that the basic responsibility of the chair is twofold; to protect the rights of the people in the room, and secondly, to help each member find their voice and decision.

- NC's have one additional requirement that fits on top of Robert's Rules and that is the Brown Act which covers items such as agendas etc. Webster's is Bob's favorite because it is simplified.
- Motions: An action begins by someone making a motion. People will just talk about things and go on and on and you don't know where the subject is going. Making a motion right away saves time. Robert's Rules says you begin by making the motion and then be quiet and wait for someone to second the motion. The Chair asks if there is any discussion. Everyone has the right to be able to speak without argument or without being interrupted. The Chair should not allow comments back and forth.
- New people should be encouraged to learn about Roberts Rules.
- Amendment. Someone can make an amendment to the motion which has to be seconded. The amendment is then on the floor (the amendment can be amended only once). A friendly amendment occurs when the group is not official.
- You don't ask for abstentions. If someone abstains it is noted but it is a nothing vote.
- There is a motion called Lay it on the Table (I move to table). It requires a second and is not debatable. This gets rid of a motion without voting it down. At a future meeting it can be put back on the table. (If a lot of people there don't know the rules, the chair can say "The motion to move is not debatable and requires a majority vote").
- Someone can move that a motion be postponed indefinitely or you can postpone a motion to a particular a time.
- Point of Order is called by somebody who wants to assert that their right is being violated. It takes precedence over everything. It is often misused. If they don't have a good point of order the chair can say they are "out of order."
- You can't unilaterally change the order of the agenda without a vote.
- There is a motion "Call for the previous question." If seconded this is a lawful motion on the floor that is non debatable. Requires a 2/3 vote.
- Discussion also included information on challenging the ruling of the chair.

Education and Neighborhoods Committee Report:

- Doug Epperhart attended the City Council's Education and Neighborhoods Committee Meeting which had five items on the agenda, three of them related to Neighborhood Council elections. DONE representatives were in attendance. They discussed alternatives to the City Council running the elections such as combining NC elections with municipal elections. The "Factual Basis Stakeholder" issue was also discussed.
- It was suggested that all NC's be mandated to take CERT training and operate as CERT teams but no one present was in agreement with that suggestion.
- Encumbrances were also discussed. It is a big problem. A lot of councils are going to lose money because they didn't respect the deadline.
- Doug also commented on the Election Task Force. There will be a series of meetings to discuss the issues further.

Narbonne High School NJROTC request for funding: Tom Houston received a letter from Narbonne's NJROTC . They want 9 candidates to attend academies. They will be sending three cadets at a cost of \$160 per cadet. The Sailing Academy trains them for leadership at sea and is held from June 28th to July 2nd. There was concern with how the Board would be able to pay for this. Better to donate to the whole ROTC group. No further action was taken. Kristina Smith will write a letter for Tom to review.

Ethics Training: Tom Houston reviewed the status of the Board's Ethics Training and reported that Joyce Fredericks has completed the training. The following board members were provided the expiration dates of their training: Ping Own June 1; Tom Houston September 23; Anto Nakkashian October 21; Greg Donnan October 28; Grant Reed November 1 and Olive Reed November 3.

Board member resignation and termination: Tom Houston reported that he has reviewed past attendance but did not have the information at the meeting. Based on the original bylaws, there is a requirement of 100 stakeholder signatures to remove a Board Member. Tom commented that he feels everyone needs to do a better job. Olive commented that she will not be here in July. Tom also reported that Ping had agreed to resign if the Board felt it necessary based on his recent absences due to family matters. **A motion was made by Raymond Moser that the Board not accept Wu Ping Own's resignation and ask that he continue to serve on the Board. The motion was seconded by Anto Nakkashain. After a short discussion, Grant Reed called for the question which was seconded by Raymond Moser. The Board voted unanimously in favor of calling the question. The motion was then passed by unanimous vote.** Grant mentioned that Jennifer and Anto were also Board Members who had missed many meetings but he felt their reasons for missing the meetings were reasonable.

Committee Reports: No official committee reports were provided. Comments from several committee chairs were as follows:

HANC: Tom Houston gave an overview of Fire Department staff allocations as discussed at the HANC meeting.

Harbor Regional Park: Greg Donnan announced that there is a walk on June 4th at 9am which begins at the boat house. This is also the same day as the Map Your Neighborhood event being held by NW San Pedro NC at Peck Park.

Program Planning: Harbor College and GAP are being considered. Jennifer will find out if Harbor College can come in July.

PCAC: Grant Reed reported that there was a presentation by the Port Police at the last PCAC meeting. Overall, the Port Police don't do much in Harbor City.

YOUTH REPRESENTATIVES: **A motion was made by Greg Donnan that the Board appoint students Ceasar Magdalena and Anthony Garibay as unofficial board members/youth representatives of the Harbor City Neighborhood Council. The motion was seconded by Joyce Fredericks and approved unanimously by the Board.** The Youth Representatives will be allowed to sit at the Board table at upcoming meetings.

Adjournment: The meeting was adjourned at 8:59 pm.

Respectfully submitted,

Kristina Smith
Admin Asst to HCNC