

Harbor City Neighborhood Council Governing Board Meeting
 Narbonne High School Library
 Wednesday 9-28-11
 6:00pm

Official Minutes

| Board Members | Roll Call/Attendance |
|-------------------------|-----------------------------|
| Esther Cepeda | Excused |
| Jennifer Corral | Present |
| Greg Donnan | Excused |
| Joyce Fredericks | Present |
| Tom Houston | Present |
| Janet Mercer | Resigned |
| Raymond R. Moser | Present |
| Anto Nakkashian | Resigned |
| Wu-Ping Own | Excused |
| Grant Reed | Present |
| Olive Reed | Present |
| Craig Steven Rutherford | Present |
| Christopher Sapien | Present |

Call to Order:

President Olive Reed called the meeting to order at 6:05pm. There was a quorum. Honorary Youth Board Member Cesar Magdaleno was also in attendance.

Roll Call: See Above.

Approval of Minutes Tom Houston made a motion to approve the August 24, 2011 Governing Board Meeting minutes. The motion was seconded by Grant Reed and approved with 7 yes votes, 0 no vote and 1 abstention.

Treasurer's Report:

- Jennifer Corral announced that it was necessary for her to resign her position as Treasurer due to her current school schedule. Ray Moser moved that the Board accept Jennifer's resignation and appoint Steven Rutherford as Treasurer. The motion was seconded by Grant Reed and passed with 7 yes votes and 0 no votes. (Jennifer will continue as a board member).
- Olive Reed read an update from the Council Office regarding the following funding requests: Boys and Girls Club funding for computers, the Narbonne High School Band Uniforms and the Narbonne High School Golf Cart. Olive commented that there is a possibility the same problems encountered with the Boys and Girls club funding may arise with regard to the band uniforms and that the Board should look into revising the future funding process.
- There was a short discussion on having the Board vote on funding requests at the Stakeholder meetings instead of the Governing Board meetings.

- There was also a comment that there is an issue with the washing machine that was purchased for the Fire Station. Olive and Grant will visit the Fire Station and get more information so that this can be resolved.

Followup from Stakeholder Meeting:

- Complaint of buckled sidewalk in front of Narbonne creating a potential hazard. Board members will talk to the Safety Committee.
- Board members will contact CD15 and find out if a certificate can be awarded to Deco Graphics for voluntarily landscaping a portion of the street where his business is to provide some beautification to the area.

Proposed Agenda for October Stakeholders Meeting: The following potential presentations were discussed:

- Department of Aging
- LAPD Captain Hayes
- Narbonne High School Principal
- Trees for LA
- LAPD K9 Unit
- Marijuana dispensaries

Chris Sapien will contact Joyce Fredericks when he has secured a speaker for the October meeting.

Discuss and vote on drafting a motion Re: Amerigas/Rancho LPG Facility, San Pedro

(Action Item): There was a discussion on the letter written by the City Attorney's office regarding the Rancho LPG tanks. A draft motion was distributed but Board members were not ready to take a position on the issue and no action was taken at this time.

Vote on \$200 expenditure for food Re: Oct. 22 Candidate Forum sponsored by HANC, the Chamber and the Rotary Club

(Action Item): **Motion by Tom Houston to approve the expenditure of up to \$300 for expenses related to the Candidate Forum being sponsored in part by the Harbor Alliance of Neighborhood Councils to include HCNC literature for the event. The motion was seconded by Grant Reed and passed by the Board with 7 yes votes and 0 no votes.** Tom also commented that he needs assistance for set up and clean up of the event.

Discuss and vote on drafting a letter regarding No Parking Signs on Belle Porte:

(Action Item): **Ray Moser moved that the HCNC write a letter to CD15 requesting that the signs being installed on Frampton regarding parking restrictions should also be placed on Belle Porte between Anaheim and PCH (excluding the areas fronted by apartment buildings). The motion was seconded by Tom Houston and passed by the Board with 7 yes votes and 0 no votes.**

Discussion and possible vote on using Penny Saver for Outreach and consider specific area mailing

- Olive Reed explained that Celina Luna of CD15 knows the 7 areas of Harbor City and informs us if there is something going on in a specific area. The idea is to send out a mailer in that target area to encourage stakeholders to attend a meeting where their issue

will be discussed. It was suggested that this would be instead of the monthly Pennysaver ads going out to everyone.

- Joyce Fredericks outlined her ideas and suggested a committee be formed to find out stakeholder issues in those 7 areas that could be focused on for a meeting. Perhaps quarterly meetings at the schools with the parents in addition to our normal stakeholder meetings. She did not feel that the Pennysaver mailing to all residents should be discontinued because it has shown significant results.
- Olive would like to see more stakeholders on committees.
- Chris Sapien commented that he previously supported having stakeholder meetings at different locations but after further consideration has changed his mind and supports one consistent location. Steven Rutherford agreed with Chris Sapien's comment.
- There was a comment by Kristina Smith regarding the success of other neighborhood councils using Facebook as an outreach tool. **Tom Houston made a motion that Kristina Smith be authorized to create a Facebook page for the Harbor City Neighborhood Council. The motion was seconded by Jennifer Corral and approved unanimously by the Board.**

Discussion and possible vote on discontinuing HCNC storage unit and proper disposal of stored items (Action Item):

- Olive Reed commented that the HCNC is paying over \$2,000 a year on storing items that we no longer need. Olive is concerned that with the budget being reduced each year, this is too much to spend on storage.
- Steven Rutherford commented that he would like to see the specific items being stored before any further action is considered.
- Chris Sapien suggested that the HCNC get a container and have it stored on city property if possible.
- Cesar Magdaleno was asked to find out if the ROTC is able to correctly dispose of flags.
- The Board agreed to investigate the storage issue further. No action was taken at this time.

Update on location of banners and possible vote:

- Olive talked about outreach using banners and the board discussed suitable areas to post banners to announce the Stakeholder meetings. The use of banners has been very successful in announcing the meetings to the stakeholders.
- Olive is planning to join Celina Luna from CD15 on a drive around of the HCNC area and can keep in mind other locations that might work well for posting banners.
- **Tom Houston moved that the HCNC purchase two additional 6' HCNC banners for outreach purposes at a cost not to exceed \$600, seconded by Grant Reed. The motion was passed with 7 yes votes and 0 no votes.**

Discussion on Boys and Girls Club funding issue and future handling of Funding Requests to include: Tom Houston explained the process and the problems that resulted in long delays in approval of funding for the Boys and Girls Club. Olive Reed presented an example of a funding request form used by another neighborhood council that the Board might want to adopt in the future. It is hoped that if a more specific process is implemented by the HCNC, it will avoid the problems that have been encountered in the past.

Discussion on structure of HCNC Committees and stakeholder involvement: A discussion on the structure of HCNC Committees was postponed until a future governing board meeting due to time constraints.

Other Business:

- Olive Reed announced that Anto Nakkashian has submitted his resignation from the Board due to his work load and family obligations. Janet Mercer also submitted a letter of resignation due to work constraints. These resignations have created two vacancies on the Board. The process of announcing the vacancies will be implemented and applications will be gathered from potential candidates. The vacancies will be announced at the Stakeholder meeting, sent out through email distribution and posted on the website. The Governing Board will appoint new board members at the next Governing Board Meeting.
- Olive reminded all board members that if they cannot attend an upcoming meeting, they need to contact her by phone or email prior to the meeting in order to be excused. She is concerned about the potential loss of a quorum at future meetings.
- Olive Reed and Grant Reed gave a report on the NC Election Informational meeting they attended at Peck Park. There was a short discussion on the issues involving NC Elections which are not scheduled to be held until 2014. Other options were discussed.
- There was a request to put the following items on the agenda for next month:
 - Funding for Santa Joe
 - Holiday Lights Contest
- A stakeholder arrived at the tail end of the Governing Board Meeting and asked questions about the neighborhood council and also about funding requests. He might consider applying for one of the vacant board seats.

Committee Reports:

No reports due to time constraints.

Adjournment: The meeting was adjourned at 8:43pm.

Respectfully submitted,

Kristina Smith
Admin Asst to HCNC