

**Northridge East Neighborhood Council**  
**Executive Committee Meeting Minutes – Monday, December 11, 2017**

1. Call to Order at 4.35 p.m. Determination of Quorum - Present: Glenn Bailey, Don Dwiggins, Stephanie Mills, Joe Seoane
2. Review/Approve Executive Committee Meeting Minutes: MOTION to approve September, October, November minutes (Seoane/Mills) 4-0.
3. Board Member Training Compliance Update: Ethics, Funding, Code of Conduct: Everyone in compliance.
4. Review Draft Board Meeting Minutes: None were presented.
5. Public Comment on Non-Agenda Items: None were presented.
6. Reports of NENC Officers and Committees including but not limited to:
  - a. NENC Monthly Profile sent by DONE/EmpowerLA; Weekly GM's Messages; BONC: BONC formed an ad hoc committee to define the meaning of "stakeholders." Calling for input from Neighborhood Councils. Bylaws deadline is April 15.
  - b. Administrative items: Civic U 2.0; business cards; Board meeting attendance: Glenn Bailey will confirm NENC board members to submit to Civic U 2.0; Joe Seoane will be excused from December board meeting.
  - c. Outreach: Community Connection newspaper advertisement Jan. 2018; website; social media updates: Consider advertising in other publications; Working to resolve social media issues.
  - d. NENC Committees: membership/chair updates and schedule of meetings; NENC Liaisons reports: Interest from a board member candidate in being co-chair of the Planning & Land Use Committee; Mike Kaiser is nominated for co-chair of Environment Committee.
  - e. Update related to actions taken at previous NENC Board meetings: None were presented.
  - f. NC Funding Program update including Treasurer's Report
    - i. Monthly Expenditure Report (MER) for November 2017: Ready to generate this month's MER.
    - ii. Status of FY 2017-18 Commitments and Payment Requests; consider Budget revisions?: Need updated Neighborhood Purpose Grant to fulfill request of Northridge Beautification; Glenn Bailey will submit needed credit card statements; Glenn Bailey will let the fire department and library know that NENC needs documents from them to process committed funds; NENC might need to make a budget adjustment to add to Neighborhood Purpose Grants.
    - iii. Neighborhood Purposes Grants (NPG) Applications pending and/or requested
      1. RAP Salute to Recreation Family Festival (6/1-3/18) sponsorship request: NENC hasn't received grant application.
      2. NPG Application of \$5,000 from Parents, Educators/Teachers & Students in Action (PESA) for Teen Court program - MOTION to recommend funding for \$1,000 (Dwiggins/Seoane) 4-0.
    - iv. Aaron DeVandry web hosting and fee increase?: No new update.
    - v. Amend NENC Standing Rules to include deadlines for submittal of recurring payment requests and posting Outstanding Commitments - MOTION to include deadline of five days for submittal of recurring payment requests and 10 days to post Outstanding Commitments (Seoane/Mills) 4-0.
  - g. Northridge West NC proposed Aliso Gas Leak Health Study Town Hall - NENC participation?: MOTION to recommend participation (Seoane/Dwiggins) 4-0. MOTION to fund up to \$300 for facility rental, refreshments, and/or other expenses for event (Mills/Seoane) 4-0.
7. Set Agenda for December 20, 2017 Board Meeting; agenda deadline 12/14/17; Festive holiday refreshments will be included.
  - a. Board Vacancies - Resident and Alternates (3): Glenn Bailey received application for Alternate position.
  - b. Guest Speaker(s):

- i. "Year In Review - Northridge Community Updates": Committee chairs will give update.
  - c. NENC Committee Items: Executive, Finance, Education, Environment, Planning and Land Use, etc.: No items received.
  - d. Council File items for possible Community Impact Statements: Glenn Bailey will try to identify items.
  - e. Other items, including any items from November 15, 2017 or previous Board meetings: None were presented.
8. Upcoming NC meetings and events; Committee member announcements: None were presented.
  9. Schedule next Executive Committee meeting: Monday, January 8, 2018, 4:30 pm
  10. Adjournment at 6:13 p.m.