



PORTER RANCH NEIGHBORHOOD COUNCIL

General Board Meeting Minutes

Saturday, June 15, 2013

at Porter Valley Country Club, 19216 Singing Hills Dr., Porter Ranch, CA 91326

1. Welcome and Introductions

President Paula Cracium called the Meeting to order at 8:37 a.m.

2. Roll Call

Secretary Pat Pope called the roll: Paula Cracium (President), Becky Leveque (Vice-President), Pat Pope (Secretary), Sue Hammarlund, Mel Mitchell, Sean O'Rourke, Dick Rippey, Vas Singh and Ethan Turer. Bright Aregs arrived later. Board Members absent: Maha Batta (Treasurer). No Board Seats were vacant. Nine of the 11 Board Members were present at the beginning of the Meeting. The PRNC quorum (the minimum number of Board Members needing to be present to take binding votes on Agendized Items) is seven, so the Board could take such votes. Also attending: three Stakeholders and guests.

Mr. Rippey reported on the June 13th VANC (Valley Alliance of Neighborhood Councils) Meeting where Grayce Liu, General Manager, DONE (the L.A. Dept. of Neighborhood Empowerment; www.EmpowerLA.org; 213-978-1551), reported that DONE is processing "about 10 per day" of Demand Warrants. Mr. Rippey said that an information packet was sent to all NC Treasurers; "Treasurers and Second Signatories have until July 6th to complete" the Training and must attend in person. "All Board Members must be trained in this new process" by December 1st or "will not be able to vote on [financial] Items." A new information web page will be available by June 18th. July 6th DONE will put \$4,000 into NC accounts. Mr. Rippey will verify Board Members' Ethics Training [<http://ethics.lacity.org/education/ethics2007/?audience=done>] status.

Mr. Rippey also reported that NC Elections will be held March through April 2014; Porter will be in the second group, "probably in mid-March." He distributed "Los Angeles Department of Neighborhood Empowerment" brochures; they are taking nominations for EmpowerLA awards. There's an effort to turn Santa Susana Mountain Park into a National Park. The proposed L.A. City Mural Ordinance will be considered June 19th by the City Council.

Board Member Bright Aregs arrived at 9:00 a.m.

3. Minutes Approval

It was agreed to TABLE this Item.

4. Budget overview. (Sean O'Rourke/Maha Batta)

Mr. O'Rourke distributed and reviewed copies of the "[PRNC] Budget for Fiscal Year 2013-2014 - as of June 4, 2013: Draft – Unapproved." He reported that four recent Demand Warrants were processed. It appears that \$2,647 in PRNC Fiscal Year 2012-2013 funds were unspent and will be returned to the City General Fund. He reviewed the proposed Fiscal Year 2013-2014 Budget [July 1, 2013-June 30, 2014]. Ms. Cracium noted that reimbursements will no longer be allowed; all expenditures must be pre-approved by the Board.

5. Prospective projects for fiscal year 2013/2014.

There was extensive discussion of possible funding allocations such as for outreach and events. Traffic restriping to be done around Holleigh Bernson Park was discussed. Mr. Rippey will follow up about who pays for neighborhood signs. Mr. O'Rourke resolved the Election ad \$600 issue; it was already paid. He volunteered to lead organization of a community movie night. Mr. Aregs proposed that the PRNC pay for the maintenance of the small Rinaldi Park on the northwest corner of Rinaldi and Reseda. Mr. Mitchell proposed that the Board consider participating in the "Horses Across the Valley" program. Ms. Cracium, Board Members and Stakeholders reviewed and discussed proposed 2013-2014 community projects and events and outreach allocations while Ms. Cracium noted them. [*This Agenda Item was continued after Item #6.*] There was continued review of proposed allocations. A Stakeholder encouraged asking Homeowners Associations to help fund maintenance for Rinaldi Park. Ms. Cracium requested and Mr. Turer will ask billboard companies to run PRNC public service announcements. Ms. Cracium led discussion to keep the total allocated to within the \$37,000 in total funding that the City will provide each Neighborhood Council during Fiscal Year 2013-2014. Proposed community projects and events and outreach allocations include:

PRNC outreach Pens: \$250
PRNC outreach Magnets: \$500
L.A. Police Dept.: \$800
L.A. Fire Dept.: \$500
Schools: \$1,500
Community Events: \$3,250
Disaster Preparedness: \$700
Government Agency: \$1,000
Museums: \$500
July 4th event: \$1,700
YMCA: \$500
Chatsworth Family: \$300
Senior Dance: \$250
CD12 Family Festival: \$250
Miscellaneous: \$1,300
Total: \$13,300

6. **Motion** (see the below Motion). (Mel Mitchell)

FUNDING MOTION (by Mr. Mitchell, seconded by Mr. Rippey): The Porter Ranch Neighborhood Council approves the proposal from Moore Business Results to provide PRNC Website services at \$5,000 and Public Relations services at \$5,000 for Fiscal Year 2013-2014.

DISCUSSION: [Moore Business Results (MBR) was often referred to as Moore Business Solutions.] Mr. O'Rourke would like to know PRNC website metrics. He received a bid from Webmaster Aaron DeVandry. Mr. Turer compared current Webmaster Wendy Moore's (of Moore Business Results) charges to the PRNC with MBR's charges to other Neighborhood Councils; he believed that the PRNC should make a Request for Proposal. There was very extensive discussion of the merits of the amount spent for MBR; all agreed that MBR does excellent work and are happy with the PRNC website. Mr. Pope pointed out that Ms. Moore "works very hard off the clock for this community." Ms. Cracium asked Mr. Turer and he agreed to take on some website maintenance responsibilities. Mr. Rippey added that "you get what you pay for . . . the website is outstanding." Mr. O'Rourke added that the PRNC newsletter "is automatically generated."

AMENDED FUNDING MOTION (by Mr. Mitchell, seconded by Mr. Rippey): The Porter Ranch Neighborhood Council approves Moore Business Results providing PRNC Website services at a cost not to exceed \$4,000, to include a quarterly report of website use metrics, including analytics, and Public Relations services at a cost not to exceed \$4,000 for Fiscal Year 2013-2014.

MOTION to CALL FOR THE QUESTION (by Ms. Cracium); there were no objections.

AMENDED FUNDING MOTION PASSED by a roll call vote with nine in favor (Aregs, Hammarlund, Leveque, Mitchell, O'Rourke, Pope, Rippey, Singh, Turer); one abstained (Cracium).

7. **Action items/project assignments.**

Ms. Cracium requested and the following Board Members volunteered for these PRNC Committees and projects:

Community Events: Mr. Turer, Chair; and Ms. Hammarlund, Mr. O'Rourke and Mr. Rippey, Members.

Tree Maintenance: Mr. Pope

Rinaldi Park watering: Ms. Hammarlund

Elections: Mr. Pope, Mr. Turer.

8. **Budget Agenda item for July Meeting.**

There were no additional Items at this time.

9. **Adjournment.**

Ms. Cracium declared and the Meeting was adjourned at 11:02 a.m.