



## PORTER RANCH NEIGHBORHOOD COUNCIL

### Special Board Meeting Minutes

Tuesday, February 11, 2014

at Shepherd of the Hills Church, 19700 Rinaldi St., Porter Ranch, CA 91326

#### 1. **Welcome**

President Paula Cracium called the Meeting to order at 6:06 p.m. and described upcoming presenters.

#### 2. **Roll Call**

Nine of the 11 Board Members were present at the beginning of the Meeting and introduced themselves: Paula Cracium (President), Dick Rippey (Vice-President), Sean O'Rourke (Treasurer 1), Becky Leveque (Treasurer 2), Pat Pope (Secretary), Bright Aregs, Maha Batta, Sue Hammarlund and Ethan Turer. Mel Mitchell arrived later. Board Member absent: Vas Singh. The PRNC quorum (the minimum number of Board Members needing to be present to take binding votes on Agendized Items) is seven (see <http://www.slideshare.net/EmpowerLA/porter-ranch-nc-bylaws>), so the Board could take such votes. All eleven Board Seats were filled. No Board Seats were vacant. Also attending: 16 Stakeholders and guests.

#### 3. **Treasurers' Report** -- Treasurer 1, Sean O'Rourke

Ms. Cracium explained that an "abbreviated Treasurer's Report" was given at the February 4<sup>th</sup> General Board Meeting, so no full Report was given at this Meeting.

#### 4. **Motion** – Treasurer 1, Sean O'Rourke: Motion to approve budget report

**FUNDING MOTION** (by Mr. O'Rourke, seconded by Ms. Hammarlund): The Porter Ranch Neighborhood Council approves its January 2014 Budget Report.

**FUNDING MOTION PASSED** unanimously by a roll call vote of eight of the nine eligible voters present with all eight in favor ("Yes" or "Aye") (Aregs, Batta, Hammarlund, Leveque, O'Rourke, Pope, Rippey and Turer). [Presidents can choose whether or not to vote; if they don't a vote can still be unanimous.]

#### 5. **Community / Governmental Updates and Announcements**

There were no updates or announcements.

*President Paula Cracium recused herself from voting because she works for Shepherd of the Hills Church and left the room at this time. Vice-President Dick Rippey became the Presiding Officer.*

6. **Motion** – Treasurer 1, Sean O’Rourke: [see the below Motion].

**FUNDING MOTION** (by Mr. O’Rourke, seconded by Ms. Batta): The Porter Ranch Neighborhood Council allocates \$2,500 for the Shepherd of the Hills Church July 4<sup>th</sup> Celebration.

**DISCUSSION:** Debbie Forstall, Community Relations Manager, Shepherd of the Hills Church, explained that the Church will spend \$17,000 on the event. A number of elected officials will be among the 50,000-60,000 expected to attend. The PRNC would get a banner and sign. The fireworks will be handled by a different company than handled the fireworks at the 2013 Simi Valley show. There was discussion of funds available.

**FUNDING MOTION PASSED** unanimously by a roll call vote of eight of the eight eligible voters present with all eight in favor (“Yes” or “Aye”) (Aregs, Batta, Hammarlund, Leveque, O’Rourke, Pope, Rippey and Turer); one recused (Cracium).

*President Paula Cracium returned to the room at this time and resumed as the Presiding Officer.*

7. **Motion** – Treasurer 1, Sean O’Rourke: [see the below Motion].

**FUNDING MOTION** (by Mr. O’Rourke, seconded by Mr. Rippey): The Porter Ranch Neighborhood Council allocates \$1,000 for CPR training at Porter Ranch Community School.

**DISCUSSION:** Mr. O’Rourke explained that the School wants to train its staff. Ms. Hammarlund added that LAUSD does not always provide such training.

**FUNDING MOTION PASSED** unanimously by a roll call vote of eight of the nine eligible voters present with all eight in favor (“Yes” or “Aye”) (Aregs, Batta, Hammarlund, Leveque, O’Rourke, Pope, Rippey and Turer). [Presidents can choose whether or not to vote; if they don’t a vote can still be unanimous.]

8. **Motion** – Treasurer 1, Sean O’Rourke: [see the below Motion].

**FUNDING MOTION** (by Mr. O’Rourke, seconded by Ms. Hammarlund): The Porter Ranch Neighborhood Council allocates \$1,000 for Castlebay Elementary School gym equipment.

**FUNDING MOTION PASSED** unanimously by a roll call vote of eight of the nine eligible voters present with all eight in favor (“Yes” or “Aye”) (Aregs, Batta, Hammarlund, Leveque, O’Rourke, Pope, Rippey and Turer). [Presidents can choose whether or not to vote; if they don’t a vote can still be unanimous.]

9. **Motion** – Treasurer 1, Sean O’Rourke: [see the below Motion].

**FUNDING MOTION** (by Mr. O’Rourke, seconded by Mr. Pope): The Porter Ranch Neighborhood Council allocates \$2,000 for Moore Business Results election work.

**DISCUSSION:** Mr. O'Rourke explained that funding could be from the PRNC Election budget and that the annual allocation to Moore Business Results (MBR) for this fiscal year was running out. MBR owner Wendy Moore bills the PRNC an hourly rate for which she provides regular accounting and does "news writing," maintains the PRNC website and more. There is \$2,800 remaining in the Election budget.

*Board Member Mel Mitchell arrived at this time at 6:30 p.m.*

There was discussion about previous and ongoing Election outreach. Mr. O'Rourke clarified that total MBR 2013-2014 expenditures are "more like \$14,000"; the total annual PRNC budget is \$37,500. He said "we're out of outreach money." There was discussion of MBR's work. Mr. Rippey reminded that unused funding is taken back by the City at the end of each fiscal year [June 30<sup>th</sup>] and put into the City's General Fund. Mr. Pope reminded that all Candidates said at the February 4<sup>th</sup> Candidates Forum that "outreach is number one." Mr. Turer stated that he has "been working really hard as the Outreach Committee Chair" to foster Election participation; DONE [the L.A. Dept. of Neighborhood Empowerment] has been very complimentary of the PRNC's Election outreach efforts.

**FUNDING MOTION PASSED** unanimously by a roll call vote of nine of the 10 eligible voters present with all nine in favor ("Yes" or "Aye") (Aregs, Batta, Hammarlund, Leveque, Mitchell, O'Rourke, Pope, Rippey and Turer). [Presidents can choose whether or not to vote; if they don't a vote can still be unanimous.]

**10. Motion** – Treasurer 1, Sean O'Rourke: [see the below Motion].

**FUNDING MOTION** (by Mr. O'Rourke, seconded by Mr. Batta): The Porter Ranch Neighborhood Council allocates up to \$1,000 for a Board retreat after the new Board is Seated.

**DISCUSSION:** Ms. Hammarlund believed that this would be an unnecessary allocation of funds. Ms. Cracium described that previous retreats "provided a lot of information." Mr. Mitchell added that the retreats "have been very successful."

**MOTION to CALL FOR THE QUESTION** (by Ms. Cracium); there was no objection.

**FUNDING MOTION PASSED** by a roll call vote of nine of the 10 eligible voters present with eight in favor ("Yes" or "Aye") (Aregs, Batta, Leveque, Mitchell, O'Rourke, Pope, Rippey and Turer) and one opposed (Hammarlund). [Presidents can choose whether or not to vote.]

**11. Motion** – Treasurer 1, Sean O'Rourke: \$600 buy camera and Wi-Fi card for PRCS for outreach efforts.

It was noted that the Motion is for the PRNC, not the "PRCS."

**FUNDING MOTION** (by Mr. O'Rourke, seconded by Mr. Mitchell): The Porter Ranch Neighborhood Council allocates \$600 to buy a camera and Wi-Fi card for its outreach efforts.

**DISCUSSION:** Mr. O'Rourke believed that the PRNC needs "better quality pictures" for outreach. There was discussion of possible selection, uses and storage of the camera and whether a camera can be purchased since the PRNC does not have an office in which to store it.

**AMENDED FUNDING MOTION** (by Ms. Cracium, accepted by Mr. O'Rourke and Mr. Mitchell): The Porter Ranch Neighborhood Council allocates \$600 to buy a camera and Wi-Fi card for its outreach efforts, pending approval of the purchase by the L.A. Dept. of Neighborhood Empowerment.

**MOTION to CALL FOR THE QUESTION** (by Ms. Cracium); there was no objection.

**AMENDED FUNDING MOTION PASSED** by a roll call vote of nine of the 10 eligible voters present with six in favor ("Yes" or "Aye") (Aregs, Mitchell, O'Rourke, Pope, Rippey and Turer); two opposed ("No" or "Nay") (Hammarlund, Leveque); one abstained (Batta). [Presidents can choose whether or not to vote.]

*Board Members Becky Leveque and Pat Pope recused themselves from voting because they work with the LAPD and left the room at this time.*

**12. Motion** – Mel Mitchell: [see the below Motion].

**FUNDING MOTION** (by Mr. Mitchell, seconded by Mr. Rippey): The Porter Ranch Neighborhood Council will provide up to \$2,500 to SOLID (Supporters of Law Enforcement in Devonshire) for rehabilitation of the LAPD Devonshire Division Community Policing Center.

**DISCUSSION:** The SOLID (Supporters of Law Enforcement in Devonshire) President and Stakeholder Dave Hasson described the need. Last fiscal year around \$7,500 in funding from various Neighborhood Councils was allocated; the repairs budget is around \$41,000. Mr. O'Rourke described current earmarked and allocated PRNC community projects funding.

**AMENDED FUNDING MOTION** (by Mr. Mitchell, accepted by Mr. Rippey): The Porter Ranch Neighborhood Council will provide up to \$2,500 to SOLID (Supporters of Law Enforcement in Devonshire) for rehabilitation of the LAPD Devonshire Division Community Policing Center with an additional up to \$5,000 to be allocated on the last day the PRNC Purchase Card can be used during fiscal year 2013-2014.

**AMENDED FUNDING MOTION PASSED** unanimously by a roll call vote of seven of the eight eligible voters present with all seven in favor ("Yes" or "Aye") (Aregs, Batta, Hammarlund, Mitchell, O'Rourke, Rippey and Turer); two recused (Leveque and Pope). [Presidents can choose whether or not to vote; if they don't a vote can still be unanimous.]

*Board Members Becky Leveque and Pat Pope returned to the room at this time.*

**13. Discussion** -- Ethan Turer: 2014 Election Get Out The Voter Plan.

Mr. Turer described outreach for the PRNC Election Saturday, March 1, 2014, 9 a.m. – 1 p.m. at Shepherd of the Hills Church. He indicated that \$900 remains in Election outreach funding. There was discussion of whether to allocate funds toward a joint Neighborhood Councils Election ad in the Daily News newspaper, and about on-site polling place and/or other location(s) Election signage. There was discussion of what activities are and are not allowed at the Election site.

**14. Discussion** – President, Paula Cracium: Outreach for March and April meetings; What are our accomplishments/plans for 2013/2014 to be shared at Conversations with Councils- Thursday, February 13, 2014- 4:00 pm – 5:30 pm.

Ms. Cracium reported that L.A. City District 12 Councilman Mitch Englander (818-882-1212; Councilmember.Englander@LACity.org; <http://CD12.LACity.org>), will meet with Board Members of various Neighborhood Councils; Ms. Cracium will relate recent PRNC projects and accomplishments. Ms. Hammarlund reported that Holleigh Bernson Park improvements were installed, including swings.

**15. Public Comments**

Ms. Hammarlund commented that she is discussing with Ron Rubine, Field Deputy for City Councilman Mitch Englander (818-882-1212; [www.CD12.org](http://www.CD12.org)), the Aliso Canyon Clean-up and Beautification Day to be held on Saturday, February 22<sup>nd</sup>. Mr. Hasson suggested that the PRNC sponsor a picnic at Holleigh Bernson Park. Mr. Turer described the upcoming annual Citrus Sunday event in which a lot of fruit is donated by fruit tree owners through volunteers to local food banks; he asked to Agendize the purchase of a banner and fliers for the event. Before that there will be a “fruit pick” sponsored by Food Forward at CSUN and 200 citrus trees will be given away at Shepherd of the Hills Church.

**16. Future meetings**

- a. March: Jim Boyd, Regional President, Toll Brothers, Inc. (Toll Brothers are the new owners of Shapell’s Porter Ranch residential development) –
- b. April: Ralph Combs, Manager, Corporate Development, The Termo Company; Termo is proposing to drill up to twelve new oil and gas wells as an extension of our existing operations in the Aliso Canyon Field north of Porter Ranch. Ms. Cracium noted the above. Mr. Mitchell said that the new PRNC Board will be Seated at the April [1<sup>st</sup>] Board Meeting.

**17. Motion to adjourn**

**MOTION to ADJOURN** (by Mr. Pope, seconded by Ms. Hammarlund).

**MOTION PASSED** without any objections.

The Meeting was adjourned at 8:16 p.m.