

OPNC Meeting Minutes
March 5, 2018

I. WELCOMING REMARKS

- a. Laura Rudison called the meeting to order at 7:06PM and suggested that the board hear from city officials while waiting for quorum, which was reached at 7:16PM.
- b. Mitch Edelson called roll at 7:16PM

Present	Laura Rudison, Bonnie Strong, Mitch Edelson, Faalaniga (Nina) Smith, Peter Wilson, Theodore (Ted) Smith III, Adrienne Edwards, Hank Williams, Joanne Fleming, Gerry Pass, Roberta (Robbie) Farwell, Joyce White
Excused Absent	Curtis Clark
Unexcused Absent	John Snyder

- i. Laura Rudison stated that she does not check her email on the day of the board meeting, so if you need to contact her, cc Bonnie Strong and Mitch Edelson

II. CITY OFFICIALS/CITY, COUNTY, STATE AND OTHER GOVERNMENT DEPARTMENTS/AGENCIES

- a. Julien Antelin was present from the Department of Neighborhood Empowerment.
 - i. He introduced himself and shared his history and credentials with the board.
 - ii. He reminded OPNC about conflicts of interest. Any board member who may have a conflict of interest should consider recusing themselves and stating for the record the reason for recusal.
 - iii. Last weekend, the Residents Strategy Plan was presented. Marissa Howell created the plan. It is available online at www.LAmayor.org.
 - iv. Info about NC funding. The City Clerk's Office released a new policy and guidelines last month. Some policies and guidelines will be implemented in the next fiscal year. One new policy will be that a board member will not be able to be reimbursed more than \$1,000 per year.
 - v. The fiscal year-end is approaching. May 20 is the last day to submit approvals. June 1 is the last day for check requests. June 20 is the last day for purchase cards.
 - vi. All board members must take ethics and funding trainings.
 - vii. Each year, between \$400,000 and \$600,000 are not spent by Neighborhood Councils. Julien said to make sure OPNC spends its budget and make sure outreach material is purchased.
 - viii. Next month there will be three special Commissioner meetings.
 - ix. There will be two Funding Equity Working Group meetings coming up.
 - x. Julien invited OPNC to the March 29 EmpowerLA Awards.
 - xi. April 15 is the deadline for bylaw review applications.
 - xii. Laura Rudison is a member of the Funding Equity Working Group and can keep OPNC updated on the progress.
 - xiii. Julien distributed his business cards.
 - xiv. Laura Rudison informed the board that the meeting agenda needed a correction on the number of neighborhood councils on the front page. She also informed the board that future agendas would need to elaborate on funding items.

- b. Song Chung was present from the Victim Assistance Program at the City Attorney's office.
 - i. There is a program at the LAPD Pico Olympic station
 - ii. The program serves victims of violent crime, such as robbery, homicide, and assault, by providing them with medical bill assistance and other services.
 - iii. In case someone becomes a victim of violent crime, call the City Attorney, Michael N. Feuer, at 213-978-4537 or visit www.helpcrimevictims.org for more information.
 - 1. Witnesses to a violent crime may be eligible for counseling as well.
 - 2. Laura Rudison asked him to keep the OPNC updated
 - 3. Song Chung left his contact information.

- c. Val Rodriguez, Senior Officer at the LAPD, was present with updates.
 - i. Officer Rodriguez informed the OPNC that there was an increase in burglaries in the last month, especially in the North End, Brookside, and Windsor Village communities, and on Olympic and Wilshire from Crenshaw to Rampart.
 - ii. The LAPD is trying to educate the public using flyer campaigns, and the department spoke to the community president and asked them to send out an email blast.
 - iii. Officer Rodriguez reminded people to lock their doors and check their windows, especially in old houses.
 - iv. When the LAPD is looking for thieves, they are looking for behavior. Burglar behavior includes walking down a street where they are not recognized by the residents, wearing a backpack, talking on a cellphone. A burglar is on their cellphone because they are talking to their partner who is telling them that a house is unlocked.
 - v. Ted Smith asked Officer Rodriguez what the capture rate is for burglaries.
 - 1. Officer Rodriguez replied that last month, police arrested a crew in Long Beach that was going through doggie doors. He said that the local crew has been using similar methods.
 - 2. Ted asked if seeing a guy with a backpack talking on the phone is enough evidence to stop him.
 - 3. Officer Rodriguez replied that it is about behavior, if someone in the neighborhood does not recognize the person or if they are looking through houses, they are suspect.
 - vi. A resident asked what the boundary is for trespassing.
 - 1. Ted Smith replied that it depends on intent, if they are using tools to break in, etc.
 - 2. Officer Rodriguez replied that if a homeowner is installing cameras, put them on your back door, because knocking on the front door is not trespassing. Most burglaries are attempted through the rear of the house and once a person goes to the back door they are trespassing.

III. PUBLIC COMMENTS FROM SPEAKER CARDS

- a. Tom Smith was present from the Country Club Park Neighborhood Association (CCPNA) with neighborhood updates.

- i. He informed the board that there are three big buildings coming on Olympic, West of Western, on the North side of the street.
 - 1. One building is an elder care facility on the corner of Gramercy Drive and Olympic.
 - a. The zoning allows a four story building but the developer wants it to be seven stories with a roof deck. Because it is an elder care facility, it has gone through so far unchallenged.
 - b. Tom learned about the building through the Greater Wilshire Council.
 - c. Because it is on a corridor, OPNC shares interest and is in a position to comment. Tom is disappointed there has been no comment from OPNC so far.
 - 2. The second building planned would be built on the corner of Manhattan and Olympic, next to the Mobile station.
 - a. It would be a 95-foot building that would fill the entire block. It would have 114 apartments and a floor of commercial space.
 - b. The zoning for that lot is 45 feet, but California has enacted a lot of laws that let developers get around local zoning ordinances by promising low income housing in different variations.
 - 3. Across Manhattan, there is another 95-foot apartment building using the same state giveaways to allow zoning to be ignored.
 - a. Tom invited the developer to meet with country club park residents. The buildings are being sold as Koreatown projects but they are not being built in Koreatown.
 - b. The two buildings have just entered the process and CCPNA and OPNC will be able to add a lot of feedback.
 - ii. Mitch Edelson stated that the elder care facility presented to the whole board but the board did not make an official statement on the project.
 - 1. Tom Smith replied that the developers said they did not hear back from OPNC.
 - 2. Mitch Edelson told Tom Smith to cc him on any emails that he sends to Ted Smith.
- b. Mitch Edelson apologized to the board about his comments at the last meeting that were taken in a way he did not mean. He apologized if anyone would feel uncomfortable coming to the meeting.
- i. The board members accepted his apology.

IV. ADMINISTRATIVE ITEMS

- a. Motion and Vote to approve February 5, 2018 Board Minutes.
 - i. **Peter Wilson moved to approve the February 5, 2018 Board Minutes. Ted Smith seconded this motion, and it passed unanimously.**

V. PRESIDENT'S REPORT

- a. Laura Rudison stated that she has been attending funding meetings and someone has come up with a divisive idea that smaller neighborhood councils should receive less money.
 - i. OPNC is the 5th smallest council. There are 92 councils larger than OPNC.
 - ii. Laura stated that she does not know where they are pulling their data because some neighborhood councils are saying the data is incorrect. The EmpowerLA representative at the meeting could not say where the data was from. They had other inaccurate data as well.
 - iii. The largest neighborhood council has 90,000 constituents, and that council was advised to break into smaller groups.
 - iv. The neighborhood councils came to be because City Council Districts were trying to serve too large and diverse of populations.
 - v. Unused city funds allocated to neighborhood councils go back into the general funds for the city.
 - vi. Taking money from a smaller neighborhood council and giving them to a larger neighborhood council is a divisive strategy, and the meeting representatives decided that instead of pitting neighborhood councils against each other, the city should let larger neighborhood councils vie for the extra funding at the end of the fiscal year. That could be the strategy being pursued.
 - vii. Outreach was meant to be one of the main focuses for neighborhood councils. Neighborhood councils were never meant to provide Neighborhood Purpose Grants (NPG's) with no follow up and feedback, nor accountability to make sure the money was spent for the intended purpose. That was also being discussed at the meeting.
 - 1. There are times when communities do need to do NPG's, so the city does not need to micromanage. If a neighborhood council is giving a majority of funding to NPG's, that would be a concern, but partnering periodically with community organizations is ok.
 - viii. Laura will continue to attend the meetings, and now that OPNC has joined with other small neighborhood councils, they have found an alliance with medium size neighborhood councils that agree that the \$42,000 should not be cut.
- b. Laura Rudison stated that she would like to give any board member an opportunity to run a board meeting.
 - i. In May, there will be an election of executive officers, so this would give anyone aspiring to lead an opportunity to experience the meeting in that capacity.
 - ii. For the April and May meetings, Laura would welcome any board member to let her know if they want to lead the meeting.
 - 1. Mitch Edelson volunteered to run the April meeting.
 - 2. Ted Smith will run May's meeting.
 - 3. They will put the agenda together, and between the 20th and 25th, send items to Mitch Edelson and cc Laura Rudison.
 - 4. This will help make a more smooth transition after the elections.
- c. Bonnie Strong stated that if OPNC is going to be changing the executive board, the board has an idea of who wants to fill the roles, and they should think of a way to contact the people already on the executive board to download information.
 - i. Laura Rudison stated that, in terms of the treasurer, it is very important that if a board member is interested in that spot, look at the city's procedural system and talk to Nina Smith about it.

- ii. The treasurer is an important spot and your funds can be frozen if you do not get it right.
- iii. Transitional training will be enacted for the President, Vice President, Secretary, Treasurer, and Outreach Chair.

OPNC COMMITTEE REPORTS

VI. SECRETARY REPORT

- a. Nothing to report

VII. TREASURER REPORT

- a. Approval of previous month's MER's
 - i. Nina stated that in December, \$215.96 was spent and the net funds available were \$32,442.86.
 - ii. Laura Rudison said to notice the difference between Expenditures and Pending Expenditures. In December, there were \$1,641.01 in Outstanding Expenditures.
 - iii. Laura Rudison asked what was preventing the payment for the National Night Out event happening on time. Bonnie Strong said the payment was made during the city's transition to the new system.
 - 1. Laura said that if the treasurer is running into problems, they need to get Laura involved.
 - 2. Bonnie said they sent it to the whole board but it had to go through Nina Smith because she had all the information.
 - 3. Laura stated that if the treasurer is having problems getting the bills paid in a timely manner, get the chair involved. It should not take a long time.
 - 4. Bonnie replied that was the problem that the city was having
 - 5. Laura said that if you do not raise a flag, the city does not know there is a problem.
 - 6. Bonnie replied that they raised the flag.
 - 7. Laura said that when she goes to talk about the problems that neighborhood councils are having, she can not raise the issue because it is not being brought to her attention.
 - 8. Bonnie replied that the neighborhood councils have a dashboard, and they all read the dashboard and know what the problems are. The treasurer does not know who is involved because the city changes people.
 - 9. Laura suggested that they make this into meeting notes and discuss problems paying bills. She does not want to have to look through the other executive emails to make sure everything is running smoothly.
 - 10. Bonnie stated that Laura is the second signer, but the City Clerk said they had no record of Laura being the second signer, and Bonnie had to order new paperwork.
 - 11. Laura stated that she told Ms. Cabral that she would not provide another piece of paperwork because she already had it. She sent an

email to Ms. Cabral's manager saying that OPNC will not provide another set of documents that they already had.

12. Bonnie replied that they sent another set of paperwork.
 13. Laura said that if you continue to support bad behavior it is not going to change.
 14. Bonnie replied that OPNC had a miscommunication problem and was at risk for losing its funding.
 15. Laura stated that, for the next OPNC board, this issue with the treasurer is a pitfall and a real snake pit, so the board will need to be aware of these issues.
- iv. **Mitch Edelson moved to approve the December 2017 MER. Hank Williams seconded the motion, and it passed unanimously.**
 - v. **Peter Wilson moved to approve the January 2018 MER. Mitch Edelson seconded the motion, and it passed unanimously.**
- b. Monthly payments – Wendy Moore, Constant Contact, Public Storage, Apple One
 - i. Bonnie Strong stated that Wendy Moore's invoices are behind. She is the webmaster and does the websites for a number of other neighborhood councils.
 1. Laura Rudison asked what the holdup is if the invoices have been submitted.
 2. Nina Smith replied that the City Clerk said it takes ten days to pay.
 3. Laura said that receipts are supposed to be submitted within ten business days.
 4. Nina replied that she does not submit receipts within ten days because she is busy.
 5. Laura said that OPNC can not run city business like that. She strongly recommends that the new board hire an Assistant Treasurer to make sure that bills are paid on time.
 6. Wendy Moore stated that two invoices were passed due and one invoice was currently due.
 7. Laura stated that this new funding group is going to look at how neighborhood councils pay their bills.
 8. Peter Wilson asked if there is anyone interested in running for Treasurer who would want to step up for Assistant Treasurer.
 9. Laura stated that if you can not get something done you hire someone.
 10. Mitch Edelson stated that anyone can volunteer to help.
 11. Bonnie Strong stated that the next executive board should make sure the second signer has a sign in to the system as well.
 12. Laura stated that if you have an experienced person that is already working with neighborhood councils, you should pay that person.
 13. Peter asked if there is a person they could suggest as Assistant Treasurer when they agendaize that for the next meeting.
 14. Laura replied that she would share her contact with him.

VIII. OUTREACH COMMITTEE

- a. Wendy Moore Presentation from Moore Business Results

- i. Wendy stated that she has been working with neighborhood councils for ten years, is a content specialist and knows what is going on in the city. She has a graphic designer on her team as well.
- ii. Wendy described what visitors could find on the home page of the OPNC website. She shared visual examples of other neighborhood council websites.
- iii. Her hope is to have a single point of contact who would contact Wendy about outreach events. The OPNC needs to write content to inform the public about what happened at the board meeting. Wendy writes content as well, if needed.
- iv. Laura Rudison stated that for fifteen years, OPNC did not have a website. OPNC had something before that was static. She said that the current board is the first board with an active, live, up to date website. The new board will add on to what has been established.
- v. Ted Smith stated that they recently sent photos of homeless in the community and talked about what is going on about homelessness.
- vi. **Mitch Edelson moved to continue employing Moore Business Results as OPNC Webmaster. Robbie Farwell seconded the motion, and it passed unanimously.**
 - 1. Wendy Moore requested that OPNC send what it needs posted one business day before it needs the content posted.
 - 2. Laura stated that Wendy prefers having one point of contact through the Outreach Committee.
 - a. Bonnie Strong stated that working with Wendy is part of the Outreach Chair position.
- b. **Skye Kelly (Heal One World) Promote Health Fair (NPG \$4,000)**
 - i. Mayuko introduced herself as the new manager of Heal One World health studio. She submitted a NPG proposal to help put on a health fair on May 12 at the Queen Anne Recreation Center, which will host 250 attendees.
 - ii. She submitted a list of items for which the studio needs help funding.
 - iii. Skye will be at the Outreach Committee meeting on Thursday.
 - iv. Bonnie Strong referred the item to the Outreach Committee.
 - v. Laura Rudison tabled the item to Outreach to study the grant further.
- c. **Purchase Equipment for LAFD \$5,000 (MOTION AND VOTE)**
 - i. Laura Rudison stated that she is in favor of the purchase as a legacy. She stated that this is a fire department for which we have not done a thing.
 - ii. Gerry Pass stated that he thought OPNC decided this is not something that the board does.
 - iii. **Mitch Edelson moved to approve the purchase of gym equipment for up to \$5,000 for the LAFD. Robbie Farwell seconded this motion. The motion passed, 10-2-0.**

Yes (10)	L. Rudison, B. Strong, M. Edelson, F. Smith, T. Smith, A. Edwards, H. Williams, J. Fleming, R. Farwell, J. White
No (2)	G. Pass, P. Wilson

- 1. Ted Smith stated that the equipment will say OPNC.
- 2. Laura Rudison stated that it will have the OPNC logo. Bonnie Strong will get all the necessary information so that the treasurer can submit the request within ten days.
- d. **Business Cards for Roberta Farwell or wait until next fiscal year (estimate \$25.00)**

- a. Nothing to report

XII. TRADE COMMERCE, TECHNOLOGY, PUBLIC WORKS

- a. Mitch Edelson stated that he needs volunteers to call businesses in the area.
 - i. Hank Williams and Ted Smith volunteered.

XIII. TRANSPORTATION & PUBLIC SAFETY

- a. Gerry Pass announced that the city approved a speed hump traffic report on Tremaine.
- b. He said that he had been asked if the OPNC would consider providing the funding to fix some sidewalks in the area.
 - i. Laura Rudison replied that fixing sidewalks is a city issue and the city has appropriated some money for fixing sidewalks on a one-time basis with a warrantee that the sidewalk will last twenty years. She suggested making a listing of all sidewalks that need to be fixed.

XIV. YOUTH PULSE

- a. Nothing to report

XV. UTILITY AND BUILDING SERVICE

- a. Meets the first Saturday of every month

XVI. OPNC "ONGOING" BUSINESS

XVII. OPNC NEW BUSINESS

- a. Code of Conduct Violation by Curtis Clark and Mitch Edelson for incident on February 5, 2018 (Ted)
 - i. Laura tabled the code of conduct discussion at the outreach committee.
- b. Logistics for Herb Wesson attending OPNC April 2nd Board Meeting. i.e. Flyers, Promotion, etc. (Adrienne)
 - i. Herb Wesson will be at the April 2, 2018 meeting and will attend for at least one hour. He will do a promo with OPNC and the Outreach Committee will discuss a mixer.
- c. Mitch Edelson suggested discussing New Business before Administrative Items.
- d. Elections and formation of Ad Hoc Election Committee (Mitch)
 - i. Mitch Edelson stated that OPNC bylaws state that every other year will be an election, so he would like to form an election committee and start the process for elections.
 - ii. Julien Antelin stated that OPNC does not need to have an election, even if it is in the bylaws.
 - iii. Mitch replied that he just got an email about election training tomorrow.
 - iv. Julien said that EmpowerLA is starting the process for the 2019 election.
 - v. Laura Rudison said to go ahead and fill the seats since OPNC is still having an executive board election.

- vi. Mitch stated that OPNC has a certain amount of money that it needs to spend. By having an election, the board will involve the community.
- vii. Laura stated that involving the community is the point of having the mixers. It is not probable to have the elections at this time. Fill the vacant 6 seats and OPNC will have more than enough seats to fill without a formal election.
- viii. Mitch stated that it seems very undemocratic for EmpowerLA to come in and say that OPNC does not need to have elections even if it is in the bylaws.
- ix. Laura stated that OPNC's bylaws allow it to change officers every month if it chooses to do so
- e. Board Vote on relocation of OPNC Regular Board and PLUM Meetings (Curtis)
 - i. Laura Rudison stated that one of the board members would like to change the location of OPNC's meetings. The board needs to discuss and vote.
 - ii. Mitch Edelson stated that the board is welcome to stay as long as it wants
 - iii. Ted Smith suggested tabling the item since the board member is absent.
 - iv. The item was tabled.
- f. General Discussion of potential CIS to be filed (Peter)
 - i. Peter Wilson stated the he would like the board to get more involved in the city at large and one way is to submit CIS's. The board can have up to 5 people approved to write a CIS.
 - ii. Peter Wilson, Adrienne Edwards, Gerry Pass, Robbie Farwell, and Ted Smith volunteered.
 - iii. **Mitch Edelson moved to have Peter Wilson, Adrienne Edwards, Gerry Pass, Robbie Farwell, and Ted Smith individually or collectively sign CIS's. Hank Williams seconded the motion, and it passed unanimously.**
- g. Laura Rudison tabled all other items for the next board meeting.

XVIII. COMMUNITY/OTHER ANNOUNCEMENTS

- a. Robbie Farwell stated that she walked the whole neighborhood and a lot of people and some businesses did not know about OPNC and did not know about the meetings. She offered to walk through the neighborhood and distribute flyers.
 - i. Laura Rudison said that OPNC has flyers in three different languages.
- b. Robbie Farwell stated that a lot of people do not know about Target and Sprouts coming in. She offered to distribute information about them as well.

XIX. ADJOURNMENT

- a. The meeting adjourned at 9:09PM