



PRESIDENT
Ron Ostrow

VICE PRESIDENTS

Tor Hyams - Administration
Luisa Nubaravacharyan - Outreach

TREASURER

Christina Khanjian

SECRETARY

Jessica Kornberg

GREATER GRIFFITH PARK NEIGHBORHOOD COUNCIL
"Your Neighborhood. Your Voice. Your Council"

EXECUTIVE COMMITTEE MEETING

MINUTES

June 1, 2010 – 6:00 p.m.
Los Feliz Community Police Center
1965 n. Hillhurst Ave. (2nd floor of Citibank)
Los Angeles, CA 90027



CERTIFIED COUNCIL #36

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1. Call to Order. Quorum Check.

6:15 pm. Ostrow calls to order. Nubavacharyan absent. Ostrow, Hyams, Khanjian, Kornberg present.

2. Approval of the March 2010 Meeting Minutes

None provided. John F. Johns will reach out to Kathryn Louyse to identify if those exist.

3. Treasurer's Report

a. Public Review Process

Ostrow: Our books are supposed to be open to the public with a process for the public to request information. We don't have this process and we need to develop one.

Perhaps just putting it on the website? Or requesting written information?

Khanjian: It should be on the site every month. They need to see not just our monthly reports, but what we did spend money on and what came of it. There's no accountability. We have no reporting back. We need those three pieces.

Ostrow: For example we gave money to SLJ with conditions and those conditions were not met. We're supposed to have proof our logo appeared and have proof for the city that we got what we paid for.

Public Comment:

Barbara Ferris: Hopefully we'll have a Budget and Finance Committee. There should be line item requests not lump sum requests. That will help you understand what you're paying for. There need to be teeth – and that is consequences for non-compliance in repeat requests. You must ask for the line item accounting.

Ostrow: When people ask us for money, we can only fund certain kinds of things. Usually requests are specific. It's the committees that request the most vague grants.

Hyams: What constitutes a Treasurer's Report?

Ostrow: They have the right to see any work product generated by the Treasurer (or any of the rest of us). We need to have some procedures for how these things are viewed. This will probably be something handled by the budget and finance committee.

Hyams: The fiscal year ends this month. The committee chairs need to be given opportunity to request funds. We need a budget by June 9th.

b. Board Receipt Process

Khanjian: meeting with each committee chair to go over what is owed for the previous year and what they will need for next year. There were several receipts that weren't in David's reports. We owe more money than we thought.

Ostrow: in the plan there are things you must do in order to submit a receipt. We will go back over this with budget and finance committee. We are going to have a deficit. We don't know the final number yet, but we know it's a deficit.

4. Secretary's Report

a. Business Card Authorization

- i. New Elected Board Members
- ii. Green Committee Members (Meg Taylor – Co-Chair, Brian Miller, Whitney Mannies, Justine Tyler O'Grady, Leslie Weinstein, Julia Russell, Jennifer Levesque, Tina Vukovic, Mark Staufer)

Ostrow: We have authorized \$500 to spend on business cards. But we may not have the money. It takes a long time to print these. Lets get everyone the paperwork so we're ready to go. Only chairs of committees were entitled. Non-chairs would be a case by case basis. Recommendation: get new board members and Meg Taylor's paperwork moving. The others lets wait until the next fiscal year. There's no precedent for all committee members having cards.

Referred to Rules & Elections Committee for review.

b. Website Content Moderation Rules

Kornberg: No clear authorization for website moderation.

Ostrow: This needs to be Rules and Elections agenda item. In the meantime, Kornberg will update the site with the information she has.

Public Comment:

John F. John: Unfair burden on the Secretary to go in all the pages.

Barbara Ferris: You cannot use taxpayer money to lobby constituents. That controls your content. As you are developing these policies you should be talking with Outreach and Communications.

c. GGPNC Email Distribution Lists – catchall and committees

Kornberg: Current policy is arbitrary

Ostrow: Ad Hoc Committee on Communications should address this. There were complaints about spam and editing. Mark has concrete suggestions. This will be on the next board agenda.

d. Voicemail Payment Authorization

Khanjian: Kornberg will submit invoices to Treasurer

e. Logo, Stationary, and Printing Policies

Ostrow: Mauceri has suggested updating our logo and stationary. He's not here. This question tabled for future discussion.

Kornberg: Are we supposed to be keeping hard copies of letters, etc.?

Ostrow: We probably should do this. And be keeping a binder of these things. These are public records.

5. Administration VP Report

a. Rules Regarding Absences

Ostrow: This issue must be dealt with in R&E. President has the discretion to determine whether an absence is excused or not. I want a definition. Until we have a definition. Until then – if you tell me, then it's excused. If not, then not. Three unexcused absences within a fiscal year they may be expelled with process. There has been complaint about this. People should be on notice. It's a low requirement to meet.

6. Committee Chair Appointments

a. Planning, Zoning and Historical Preservation

Ostrow: Gary Kahnjian has indicated he's interested. There are at least three pending applications. New Hampshire would like to talk at June 15th. We have so much else going on. Request for Nominations.

Kornberg nominates Gary Khanjian. Hyams seconds. Christina Khanjian provides background on Gary Khanjian's Pasadena planning experience and leadership experience.

No Objections. Gary Khanjian appointed new Chair of PZHO by consensus.

7. Adjourn. 7:02pm