



Board Meeting Minutes - In Person
Canoga Park Neighborhood Council ("CPNC")
7:00PM, Wednesday, August 23, 2023



I. **CALL TO ORDER.** Presiding President Elmer Garcia ("PP") called to order at 7:08 PM **BOARD ROLL CALL PP called for the roll noted below.**

a. **Roll Call by Secretary Lena Ayvazian**

Present	Elmer Garcia, Vice President
Present	Leonel Fuentes, Treasurer
Present	Lena Ayvazian, Secretary
Present	Brian Mallasch
Present	Corinne Ho
Present	Duane Galila
Present	Esteven Barr
Present	Kyra Edrington
Present	Mary Paterson
Present	Michelle Miranda
Excused Absence	Raymond Cole
Excused Absence	Mireira Moran
Absent	Bryan Islas
Absent	Nicole Resendiz
Absent	Ronald Clary
Quorum met	10 present / 3 absent 2/excused absence

II. **APPROVAL OF THE MINUTES**

MOTION FIRST	Kyra Edrington
MOTION SECOND	Michelle Miranda

Discussions opened up, clarification focusing on January 2023 minutes made. Corinne Ho raised issues concerning corrections. Michelle Miranda raised further corrections.

Comments by the public raised concerns of inability to examine discussed minutes at issue.

AMENDMENT Motion made to table approval of minutes.

Motion First	Lena Ayvazian
Motion Second	Kyra Edrington
Yes	Elmer Garcia, Vice President
Yes	Leonel Fuentes, Treasurer
Yes	Lena Ayvazian, Secretary
Yes	Brian Mallasch
Yes	Corinne Ho
Yes	Duane Galila
Yes	Esteven Barr
Yes	Kyra Edrington
Yes	Mary Paterson
Yes	Michelle Miranda
Pass	10 yes

III. GENERAL PUBLIC COMMENT. Comments from the public on non-agenda items within the Board’s subject matter jurisdiction. Each speaker will be allowed 2 minute(s), 10 minutes total.

Glenn Bailey spoke on his own behalf raising awareness for the Board to consider utilizing microphone during meetings.

1. Further discussion by Mr. Bailey concerning upcoming council meetings.
2. Valley Alliance of Neighborhood Council, next mtg September 14, topic of MyLA311 App, how neighborhood council Boards can use the app.
3. LA Neighborhood Council Coalition meetings are held 1st Saturday of the month at 10:00am visit LANCC.org.
4. Congress of Neighborhood 2023 (“CONGRESS”) will be held on September 23, 2023. Cost in person increased in comparison to remote.
 - a) Consider contribution to the Congress, should CPNC hold a meeting prior to September 23, 2023.
 - b) Contributions; Sponsorship Bronze \$100-\$499; Silver \$500-\$999; Gold; \$1000-\$4999, so on.

Mr. Bailey went over the benefits of various levels for contribution, including identified within the program, website, logo, etc.

Board members brought to discussion to consider placing sponsorship on next month's agenda along with the expense factors of brick/mortar location of the event, what cost included. Discussion held such items as food, security, etc. Clarified non-board members may attend. Link to Congress should be found on CPNC website. Should consideration for sponsorship be after 2023' Congress event sponsorship would be for 2024' Congress.

Garry Fordyce was recognized to speak. Mr. Fordyce raised concern that engagement conversations should not take place during general comments.

IV. COMMUNITY/GOVERNMENT REPORTS AND ANNOUNCEMENTS (3 minutes per speaker) a. Public Safety b. Officers of Congress, Assembly, Mayor, City Council, County Supervisor, and School Board c. Government Departments/Agencies, including Budget Advocates, Librarian, etc d. DONE-Department of Neighborhood Empowerment General Report

Senior Lead Officers Duc Dau and Jose Moreno thanked CPNC for the invitation and opportunity to speak. Officer Dau identified his jurisdiction in representing Topanga Community Station 21st Division. Discussed the most recent nationally focused event at Topanga Mall, specifically the Nordstrom smash and grab incident. Reported shortly before police were called to an incident at Macy's. Nordstrom high level corporate representatives met with local officials. Reported further on the crime ratio within the community. Engagement of the incident was held resulting in information LAPD holds monthly calls wherein further engagement can take place at that time.

Glenn Bailey presented budget advocate processes in that representation entails three (3) advocates representing Region Three (3) (CPNC region), wherein each NC can have two (2) budget representatives to attend regional budget meetings. Further explanation as to questions what being an advocate comprises included meeting with the mayor two (2) times a year, meeting with various city departments moving forward with recommendations. CPNC may request a Budget representative to attend future CPNC monthly meetings.

Jerry Fordyce spoke bringing into concern CPNC does not have Budget representatives. CPNC should request DONE to clarify permitting to do so even being on EE.

DONE representative, Prabhjot Chamber ("PC") to confirm if there are any issues CPNC assigning Budget representation during EE. If there is no response by DONE, CPNC should assign representatives. Went over optional links for training available for Board members. Bylaw amendments opening this month to remain open through approximately April 2024. Board approved Bylaws to be submitted for department approval. Thursday, August 31, 2023, Meet and Greet downtown, Board members can meet clerks, city attorneys, funding representatives, etc. Registration is online, parking is available. Went over annual Congress event being held Downtown.

V. DISCUSSION AND POSSIBLE ACTION: Brief introduction opportunity for interested CPNC candidates' consideration and possible vote for appointment to the CPNC board. No interest from audience for open positions.

- a. Senior Group Representative (2027) appointed
- b. Faith Based Organizations Representative (2027)
- c. At Large Representative (2025)
- d. At Large Representative (2027)

- e. Residential Renters Representative- (2027)
- f. Retail/Service Business Representative (2027)
- g. Youth Representative

VI. NEW BUSINESS: Board member Brian Mallasch recused himself at 8:13PM.

- a. Discussion and Possible Action: Approve up to \$2,000.00 for storage and office use of the Canoga Park Community Center (“CPCC”).
Discussions included CPCC has not received payment for use of facilities for several years. Concerns raised from the public in that the Agenda needs to be more specific as to what line items are included for \$2000 payment. Bill Ratner clarified the Lease with the City and CPCC does not have ability to collect fees. However, CPCC can collect for utilities, office use, storage, etc. Billing is for quarterly basis to be collected for fiscal year with \$2000 including the cost of storage, one-half 1/2 of office use for storage, utilities and monthly meetings. Of note, no discussion held or confirmed CPNC to execute any agreement with CPCC.

Motion contingent on clarification \$2,000.00 is for the current 2023-2024 Fiscal Year.

Motion First	Corinne Ho
Motion Second	Michelle Miranda
Yes	Elmer Garcia, Vice President
Ineligible	Leonel Fuentes, Treasurer
Yes	Lena Ayvazian, Secretary
Recused	Brian Mallasch
Yes	Corinne Ho
Ineligible	Duane Galila
Yes	Esteven Barr
Ineligible	Kyra Edrington
Yes	Mary Paterson
Yes	Michelle Miranda
Passes	6 Yes. 3 Ineligible due to pending financial training; 1 recused

- b. Discussion and Possible Action: Approve up to \$5,000.00 for outreach at the Memorial Day Parade in Canoga Park. This event is put on by the Canoga Park Community Foundation (“CPCC”).
Floor opened to discussions including further clarification needed on the Agenda, including if the item itself is actually an Outreach versus a NPG. If an Outreach, what items are being paid for? Line itemization is needed for Outreach approval. DONE representative PC to clarify concerns raised for line itemization

requirement for Outreach. Bill Ratner identified outreach items such as a booth, two entrance vehicles, speaking at entrance stage, recognized on radio and television, viewed by 30,000 in attendance at the parade, banners, etc.

Motion First	Michelle Miranda
Motion Second	Mary Paterson

Amendment of motion for Item “b” to be tabled pending line itemization for purposes of procedurally complying with Outreach fund requests.

Motion First	Corinne Ho
Motion Second	Elmer Garcia

Brian Mallasch called to reenter at 8:50pm, entered at 8:54pm

- c-e: Upon hearing several concerns both from the public as well as Board members of the lack of proper itemization for Outreach funding requests within the Agenda, a motion was made to Table items c-e.

Motion First	Lena Ayvazian
Motion Second	Michelle Miranda

- f. Discussion and Possible Action: Motion for an amendment for the Bylaw parliamentary authority for excused and unexcused ascended.

Motion First	Corinne Ho
Motion Second	Kyra Edrington

Glenn Bailey of the public spoke bringing to light how other NC have handled concerns of absences. Handle absences in two ways, first, excused absences, bridging into question what are qualified excused absences under the Board guideline. Request Executive Board to be notified at least 24-hours in advance. Board makes the ultimate decision if the absence requested falls into excused guidelines. Example, sick, out of town, etc. Second, no excused absences permitted, example, maximum number (2, 3) every so many months, (4, 6), which is a moving target. Example, absence one (1) takes place and another does not for allotted four (4) months, back to starting over. Absence (1) takes place absence two (2) takes place within the maximum time permitted (4 months), third (3) absence member will be removed from the Board. Further, running late, if one does not make the meeting by the time the first vote is cast, attendance is considered absent.

Further discussion took place that such a vote for Bylaw change would not be taking place this evening, Corinne Ho requested Board members to familiarize themselves with Bylaw Article 5, Section 7 and look into how other NC handle absences.

Discussion held in that CPNC to hold a special meeting to discuss changes of Bylaw concerning absences. Further comments made that current CPNC Bylaws are ambiguous in its lack of clarification of addressing absences.

Amendment to Motion to be tabled due to reasons noted above.

Motion First	Mary Paterson
Motion Second	Michelle Miranda

- g. Discussion and Possible Action: Motion to Approve letter of support for CicLAVia route through the West Valley

Motion First	Mary Paterson
Motion Second	Esteven Barr

Questions and concerns raised from general public as well as Board members, in that the item as identified on the Agenda is too vague. Public lacked ability to review item in question to be voted on. Documents are not recognized to be available to the public during the meeting. In addition, lack of attachment on Webpage. Clarification made in that the Agenda as well as attachments may be viewed through the CPNC calendar link. However, concerns raised in that process as to how one can locate the Agenda and attachments is not public friendly.

Amendment to Motion to be tabled due to reasons noted above.

Motion First	Kyra Edrington
Motion Second	Michelle Miranda

- h. Fiscal Year Discussion and Possible Action: Packet Review for submission

General and Board comments included, was the initial proposed budget approved with changes? If so, changes are not uploaded. Budget presented is not what is being discussed, (example, missing \$4,000 to be moved from Election to Outreach). Glenn Bailey noted \$10,000 is showing to be rolled over along with a \$5,000 adjustment which is not clear as to what the adjustment is for. Requesting clarification as to \$5,000 adjustment. Further noting, Budget can be adjusted monthly, if need be.

Amendment to Motion to be tabled due to reasons noted above.

Motion First	Lena Ayvazian
Motion Second	Michelle Miranda

Motion to adjourn made by Kyra Edrington, seconded by Michelle Miranda.
Adjournment: 9:32 PM