



Mar Vista Community Council



Special Meeting of the Board of Directors

Wednesday January 17th, 2018, at 7:00 P.M.

Mar Vista Recreation Center Auditorium
11430 Woodbine Street, Mar Vista, CA 90066

AGENDA

1. **Call to order and Welcome** – Chair (1 min)
2. **Presentation of flag and Pledge of Allegiance** (1 min)
3. **Approval of December 12th, 2017 Board of Directors Meeting Minutes** (public comment permitted; 1min per speaker).
4. **Ex Parte Communication & Conflict of Interest Declarations**

All Board members shall declare any ex parte communications or conflicts-of interest relating to items on this meeting's agenda.

Ex Parte Communication is any material oral or written communication between a member of the board and an interested person outside the board that is relevant to the merits of a matter before the board and that was neither on the record nor on reasonable prior notice to all parties.

Conflicts of interest include, but are not limited to employment relationships, financial relationships, and things of value given to or received from any individual, organization, or entity with any interest in any business before the council.

5. **Community Memorial Observations**
6. **Public Comment & Announcements** - for items not on the agenda (max 1 minute each, 30 minutes total, unless waived by the Chair)
7. **Officer Reports** (Action items included with public comment permitted; 1min per speaker)
 - a. Chair – Rob Kadota
 - i. Announcement of Board of Directors vacancy
 - b. First Vice Chair – Chuck Ray
 - c. Second Vice Chair – Paola Cervantes
 - d. Secretary – Melissa Stoller
 - e. Treasurer – Holly Tilson
 - i. Report on current financial status
 - ii. **APPROVAL** of December Monthly Expense Report (MER)
 - iii. Review of draft budget revisions (see Attachment A)
8. **New Business** - Action items, which may include motions to refer items to the appropriate MVCC committee where desirable; Public comment permitted, 1 min per speaker unless waived by the Chair). Items may be received and filed by consent if no discussion or public comment.

Consent Calendar: Motion to approve items 13a-e on consent.

- a. **Administrative Motion:** Authorization to submit Community Impact Statements (Directors motion submitted by Chuck Ray)

Whereas, Neighborhood Councils were created in 1999 by amending the City Charter to provide for an effective **two-way** communication between City Stakeholders and the elected and appointed city officials, and

Whereas, the City Clerk maintains a procedure for adding Community Impact Statements to council files as an official statement adopted by a Neighborhood Council on issues pending before the City Council, its committees, or City commissions.

are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

- * **PUBLIC POSTING OF AGENDAS** - MVCC agendas are posted for public review at Mar Vista Recreation Center, 11430 Woodbine Street, Mar Vista, CA 90066

You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

- * **THE AMERICAN WITH DISABILITIES ACT** - As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting chair@marvista.org.
- * **PUBLIC ACCESS OF RECORDS** – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website, <http://www.marvista.org>, or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, contact secretary@marvista.org.
- * **RECONSIDERATION AND GRIEVANCE PROCESS** - For information on MVCC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the MVCC Bylaws. The Bylaws are available at our Board meetings and our website, <http://www.marvista.org>.

ADDENDUM A: 01/08/18 Draft Amended Budget

Budget Category: General/Operational	Current Budget	Proposed Budget
Subcategory: Office		
Storage		
Storquest	\$2,496.00	\$2,496.00
Meeting rooms rental		
The Vineyard	\$600.00	\$600.00
St Andrew's Lutheran Church	\$300.00	\$300.00
St Bede's	\$75.00	\$75.00
Windward School	\$5.00	\$5.00
PO Box rental	\$132.00	\$132.00
Farmer's Market rental	\$1,200.00	\$1,200.00
Equip & supplies (misc)		
Live streaming equipment		\$1,500.00
Misc.	\$1,100.00	\$1,100.00
Mtg supplies & printing		
Printing	\$1,000.00	\$700.00
Board Training & Support		
Business cards/name badges	\$250.00	\$350.00
Board Retreat	\$37.68	\$400.00
Office subtotal:	\$7,195.68	\$9,158.00
Subcategory: Outreach		
Website		
The Web Corner: website maintenance	\$1,650.00	\$1,650.00
The Web Corner: emails	\$385.00	\$385.00
The Web Corner: Extra Data Entry	\$500.00	\$500.00
RIMU Hosting	\$96.27	\$96.27
Email Service		
Mail chimp email service	\$480.00	\$700.00
MiFi Service		
AT&T MiFi service		\$840.00
Advertising		
Banners/sign/event promotion	\$500.00	\$500.00
Facebook ads	\$250.00	\$250.00
Promotional items		\$2,000.00
Emergency Prep signs & brochures	\$1,500.00	\$1,500.00
Neighborhood Watch signs		\$1,500.00
Community Events		
Block parties (5 4 X \$300)	\$1,500.00	\$1,200.00
Westside Senior Health & Wellness Fair	\$500.00	\$500.00
Winter Wonderland	\$1,000.00	\$1,000.00
Art Walk	\$2,000.00	\$2,000.00

Venice High Grease Night	\$300.00	\$300.00
MVCC events/outreach items/mailings/newsletter		
Mar Vista Turns 90 Celebration	\$4,000.00	\$4,000.00
Great Street Tree Planting	\$300.00	\$300.00
Green Garden Showcase	\$4,000.00	\$4,000.00
Misc	\$7,843.05	\$7,843.05
Outreach subtotal:	\$26,804.32	\$31,064.32
Subcategory: Elections		
Election expenses	\$1,000.00	\$0.00
Elections subtotal:	\$1,000.00	\$0.00
General/Operational Total:	\$35,000.00	\$39,922.32
Budget Category: Community Improvement Grants		
Alley repair/seed money	\$5,000.00	\$0.00
Budget Category: Neighborhood Purpose Grants	\$2,000.00	\$2,000.00
Budget Total	\$42,000.00	\$41,922.32