



# Mar Vista Community Council



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## REMOTE MEETING MINUTES

Executive/Budget & Finance Committee

[MarVista.org](https://www.marvista.org) > Council > Board

Thursday, October 14, 2021 from 6:30pm - 8:30pm

## PUBLIC WELCOME

Remote Conferencing by Device: <https://zoom.us/j/96470572576>

Remote Conferencing by Phone: 720-707-2699 | Meeting ID: 964 7057 2576 (Webinar)

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*If you are compensated to monitor, attend, or speak at this meeting. City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](https://ethics.lacity.org/lobbying).*

1. **CALL TO ORDER — 6:32pm**
2. **ROLL CALL WITH EX PARTE COMMUNICATIONS AND CONFLICTS OF INTEREST** - *Roll Call shall include each committee member declaring any ex parte communications outside of their duties and conflicts of interest pertaining to items on or related to this agenda. — No board member claimed any ex parte communications outside of their MVCC duties or conflicts of interest. All committee members present. Ms. Samiley attended at 6:37pm.*
3. **WELCOME AND ANNOUNCEMENTS — None**
4. **APPROVAL OF THE MINUTES** - *See Supporting Documents for details*
  - 4.1. August 12, 2021 — *Moved by Ruesch, seconded by Jordan, approved without objection, 1 abstention (Marton), abstentions do not count in the vote tally*
5. **OFFICER REPORTS (5 MINUTES)** - *1 minute per speaker, written reports are added to Supporting Documents*
  - Chair: Kathryn Wheeler
  - Vice-Chair: Andrew Marton
  - 2nd Vice-Chair: Jordan Paul
  - Secretary: Charlene Samiley
  - Treasurer: Drew Ruesch
6. **SPECIAL ORDERS - NONE**

7. **CONSENT CALENDAR** - *Items deemed to be routine, non-controversial. Any officer may ask a clarifying question instead of or before pulling item(s).* - SEE SUPPORTING DOCUMENTS FOR DETAILS — Moved by Marton, seconded by Wheeler, approved without objection
  - 7.1.[ADMINISTRATIVE] **MVCC Previous Year's Balance Rollover** - Approval of adjusting our budget to include the rollover balance of \$1,470.54 from FY2020-2021.
  - 7.2.[ADMINISTRATIVE] **Monthly Expenditure Report** - Discussion and possible action regarding the most recent Monthly Expenditure Report(s) [MER] - September 2021
  - 7.3.[ADMINISTRATIVE] **FY2021-2022 Budget Adjustments** - Discussion and possible action regarding adjustments to the FY 2021-2022 budget - September/October 2021
  - 7.4.[FUNDING] **Appropriation for email address [Chair@MarVista.org](mailto:Chair@MarVista.org)** - Currently, the monthly cost for an email address is \$3.50. The address would provide a shared-use email for both the Secretary and Chair to submit Community Impact Statements (CIS) and Letters regarding approved MVCC motions.
8. **EXCLUDED CONSENT CALENDAR ITEMS**
9. **STANDARD ORDER OF BUSINESS (60 MINUTES)** - *See Supporting Documents for details*
  - 9.1.[FUNDING][OUTREACH] **Appropriation for PLUM Door Hangers** - Discussion and possible action regarding an expenditure not to exceed \$3,500 for costs (e.g., designing, printing, distributing) related to PLUM door hangers. — Moved by Reusch, seconded by Samiley, approved without objection
  - 9.2.[POLICY][OUTREACH] **Design for PLUM Door Hangers** - Discussion and possible action regarding the design for PLUM door hangers. — Moved by Marton, seconded by Ruesch, approved without objection
  - 9.3.[FUNDING][OUTREACH] **Appropriation for a MVCC Newsletter** - Discussion and possible action regarding an expenditure not to exceed \$8,000 for costs (e.g., designing, printing, distributing) related to a Mar Vista Community Council Newsletter. — Moved by Wheeler, seconded by Samiley; approved 3 to 1 (Paul), 1 abstention (Marton), abstentions do not count in vote tally.
  - 9.4.[FUNDING][OUTREACH] **Appropriation for MVCC Business Cards** - Discussion and possible action regarding an expenditure not to exceed \$1,000 for costs (e.g., designing, printing, distributing) related to MVCC business cards for directors. — Moved by Wheeler, seconded by Marton, approved without objection
  - 9.5.[FUNDING][OUTREACH] **Appropriation for Advertising in the Mar Vista Neighborhood Association's Newsletter** - Discussion and possible action regarding an expenditure of \$150 to renew the annual advertising in the MVNA's triannual newsletter. — Moved by Wheeler, seconded by Marton, approved without objection

**9.6.[FUNDING][OUTREACH] Appropriation for MailChimp Templates** - Discussion and possible action regarding an expenditure not to exceed \$50 for costs related to purchasing templates for use with MailChimp. — Moved by Wheeler, seconded by Marton, approved without objection

**9.7.[FUNDING][OUTREACH] MVCC Banners for Mar Vista Recreation Center** - Discussion and possible action regarding an expenditure not to exceed \$450 for costs related to acquiring MVCC banners. — Moved by Marton, seconded by Ruesch, approved without objection

**9.8.[ADMINISTRATIVE] Outdoor Board Retreat with Extra COVID Protections** - Discussion and possible action regarding a Board-member-only retreat with masking and social distancing practices required by the *Public Order Under City of Los Angeles Emergency Authority* with the added safety of a roped off area providing a minimum of 6 feet between the directors-only area and adjacent areas. Board attendance is not required. — Moved by Marton, seconded by Wheeler, approved without objection

**9.9.[POLICY] Proposed BONC Amendments to Code of Conduct** - Discussion and Policy action regarding the proposed amendments by DONE regarding BONC's Code of Conduct. — Moved by Wheeler, seconded by Marton, approved without objection

**10. PUBLIC COMMENTS FOR ITEMS NOT ON THIS AGENDA (15 MINUTES)** - *3 minutes per speaker, if time permits. The MVCC is built on Stakeholder participation and input; especially through our committees (see [MarVista.org](http://MarVista.org) > Council > Committees). The Brown Act provides for a "part of the meeting where the public can comment on any item of interest that is within the subject matter jurisdiction of the local agency." The MVCC is an advisory board to the Los Angeles City Council and, as such, its jurisdiction is restricted within Los Angeles and most importantly, the Mar Vista Community. Therefore, please keep public comments within the MVCC jurisdiction and on matters that the MVCC may act upon in future meetings. Thank you for your involvement with the MVCC. Please feel free to contact us ([info@MarVista.org](mailto:info@MarVista.org)) if we may be of service.*

**11. ADJOURNMENT** — 8:09 pm; moved by Wheeler, seconded by Marton; approved without objection.

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**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – The public is requested to fill out a "Speaker Card" to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that 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 3 minutes per speaker, unless adjusted by the presiding officer of the Board.

**PUBLIC POSTING OF AGENDAS** - Agendas are posted for public review at Mar Vista Recreation Center, 11430 Woodbine Street, Mar Vista, CA 90066 or [MarVista.org](http://MarVista.org).

**SUBSCRIBE** to our agendas via email through the Los Angeles City's Early Notification System at <https://www.lacity.org/government/subscribe-agendasnotifications/neighborhood-councils>.

**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](mailto: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, [MarVista.org](http://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, they may be downloaded from our website; visit [MarVista.org](http://MarVista.org) > Council > Board.

**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, [MarVista.org](http://MarVista.org).

**SERVICIOS DETRADUCCION** - Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a [chair@marvista.org](mailto:chair@marvista.org) para avisar al Concejo Vecinal.