



WNNC

Meeting: 2nd Thursday 6pm

Meeting Address:

Rampart Police Station Community Room
1401 W. 6th Street
Los Angeles, CA 90017
TELEPHONE: (213) 804-8054
jennifervirgen@ymail.com
<http://westlakenorthnc.org/>



**WESTLAKE NORTH
Governing Board Members:**

Jennifer Virgen, President, Residential Rep.
Sandra Villalobos, Vice Pres., Business Rep.
H. "Mac" McCarthy, Secretary, At Large Rep.
Rocky Valenzuela, Treasurer, CBO Rep.
Ivonne Nanette Machado, At Large Rep.
Angela Gonzalez, At Large Rep.
Aurora Pineda, CBO Rep.
Ive J. Harris, Residential Rep.
Ashley Hawkins, Residential Rep.
Elsa Cespedes, Residential Rep.
Marie Carmen Barake, Youth Rep.
Vacancy, 1 Youth Rep.
Vacancy, 1 CBO Rep.
Vacancy, 1 Business Rep.

**Westlake North Neighborhood Council "Special" Meeting
Draft Minutes**

**Thursday, September 8, 2016 at 7:15pm
New Economics for Women**

303 S. Loma Drive Los Angeles CA 90017 – Parking Entrance on 3rd Street

Board Seat Vacancy: WNNC is seeking a Youth Representative, a Community Business Organizations Representative and a Business Representative. If you are an interested stakeholder, please contact Board President, Jennifer Virgen (213) 804-8054 jennifervirgen@ymail.com

I. WELCOMING REMARKS:

- a. Board President, Jennifer Virgen, called the meeting to order at 7:23 pm and called the roll.
- b. 8 present: Jennifer Virgen, Ive Harris, Aurora Pineda, Ashlee Hawkins, Elsa Cespedes, Harold "Mac" McCarthy, Rocky Valenzuela and Ivonne Machado
- c. 3 Absent: Sandra Villalobos, Marie Carmen Barake & Angela Gonzalez.
- d. A quorum of 8 was met.

II. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS: None.

III. COMMUNITY/GOVERNMENT REPORTS & ANNOUNCEMENTS:

a. Department of Neighborhood Empowerment, Jasmine Elbarbary:

- i. Jasmine noted that the Budget package has been submitted and that DONE/EmpowerLA has sent the monthly profile to the Board.
- ii. Requested Cathy, the new Minutes taker/Secretarial support, to prepare the DONE-required Board roster with names, email and cell phone numbers.
- iii. Ivonne requested keeping our meetings at the regular date, time and place. Jasmine explained that this evening's meeting was held at this time and place as it was a "special" meeting, as a result of time issues. She noted that we have had a problem with maintaining a quorum. She noted that though she prepared the agenda for this evening, going forward the Secretary and President will prepare the agenda, unless otherwise specified in the Bylaws.
- iv. Jasmine noted that the Bylaws Committee needs to review agenda posting locations. We are required to post at one 24-hour visible physical posting location, e.g., a pharmacy open 24 hours, and when our website is up and running, we'll post it to the website. If we don't have a website up and running, we need to post at all five posting locations but also may continue to post at the agreed-upon physical locations.

IV. TREASURER’S REPORT:

a. Update on hiring of secretary/minutes taker:

- i. Rocky Valenzuela introduced Cathy, new minutes taker/secretarial support person from a DONE-approved staffing agency.

b. Update on hiring a webmaster/utilizing Nation-Builder:

- i. Discussion ensued as to whether to continue with Kristina Smith, City-approved vendor, and our website person for elections. Jasmine explained that we need to be in constant communication with the webmaster. Mac noted the need to use the website for documents.
- ii. ACTION ITEM: Mac volunteered to interview vendors. [It was later learned that Kristina has already sold us her template during the elections, as recommended by DONE, and we can continue to use her for a monthly maintenance fee of \$100 a month. She has been waiting for items from us to upload to website.]

V. BYLAWS COMMITTEE – Jennifer Virgen, Chair

a. Establishment of a meeting time, date, and place for standing meeting of Bylaws Committee for systematic Bylaws review and amendment:

- i. Jasmine noted that because our quorum is 8, we need to limit the number of members (Council Maximum Participants) to three.
- ii. Members will be **Jennifer, Rocky & Ive**.
- iii. Rocky noted that they will begin by meeting on the 3rd Monday of the month at 5pm.
- iv. Jasmine stated that this will need to be properly noticed along with a set agenda.
- v. Jasmine mentioned the need to agendaize choosing a standing meeting time and place. (Ivonne suggested 318 S. Alvarado, Clinica Monsenor Romero Community Center.)

VI. CLEAN STREETS CHALLENGE:

a. Discussion and Possible Action to plan, prepare, and approve a Clean Streets Challenge Application:

- i. Ivonne and Mac presented update.
- ii. Mac attended the Dept. of Public Works’ Sanitation Department training in August.
- iii. Clean Street Challenge is offering \$25,000 to community winning participants; October through November.
- iv. Partnership between WNNC and KYCC (Mayra Jimenez), Accion Westlake (Adaly Ugalde), Cedillo CD1, CD14 Huizar, MYLA311.
- v. Details: October 15th, Application, Organization, Supplies, City Support, Marketing, Outreach, Reporting Requirement, Photos.
- vi. Projects: 1) “PRONTO”: a stretch of 6th Street, Union to Alvarado (street cleaning & promotion of “My 311”); 2) “HENRY”: a stretch of Wilshire Street, Union to Alvarado (street cleaning & promotion of “My 311”), and 3) “Neighbors without Borders”: 3rd Street Tunnel Clean-up and Safety Project.
- vii. It was noted by Jasmine noted that we can only do the one in our Neighborhood Council territory: Sixth St. Discussion ensued as to whether we can support these all as a NC, wherein we can sign up neighbors and bring them back to this NC do an activity with 311 apps and/or a game day, a 311 challenge, etc.

- viii. **Motion** To approve the three challenge activities to put our name on the application. **Moved** by Ashlee; **seconded** by Rocky. Discussion was held. Vote was taken with 8 yes votes; none opposed; no abstentions; motion passed unanimously.
- ix. **ACTION ITEM**: Request for outreach funds for refreshments for the Clean Streets Challenge will be agendized for next meeting on October 13th.

VII. OUTREACH/MISC. UPDATES

- a. **Sapphire Project Update** – Mac explained this is an apartment building project at the corner of Sixth and Bixel that takes up almost the entire block; the plan is to knock down a parking structure which he reports will cause hardship. Mac noted that this is an area where a lot of filming and blocking is done. A series of vacant business buildings will be demolished.
- b. **Tenant’s Rights School Graduation Request** –
 - i. Jasmine noted that a dollar amount has not been agendized.
 - ii. Mac related that this is a program to educate tenants about their rights. He supports the request for funds to reimburse them for at least part of the graduation celebration which has taken place. He and Rocky support giving most of the requested amount as a good faith offering to maintain allies with this community. Jennifer opposed use of funds this way. Mac related that we have been asked to contribute to the celebration portion only. Ashlee supported agendizing support for refreshments.
 - iii. **ACTION ITEM**: Mac and Rocky requested that we agendize funding up to \$1,000 for this at the next meeting.
- c. **Other Outreach Items:**
 - i. Ivonne announced a September 13th LAPD Rampart Division community forum “El Foro Comunitario Latino” with Officer Vargas at Universal Church 1925 Wilshire.
 - ii. Ashlee noted that she attended a weekly meeting Marie is a part of at the high school.
 - iii. Ivonne related that in August, she and her daughter were part of a shoe-give away and that on September 5th, she attended a strategic planning meeting at MacArthur Park, which involves plans to provide a swimming pool and skateboard area.

VIII. REQUESTS/MOTIONS FOR FUTURE AGENDA ITEMS

- a. Mac noted that we are not getting noticed about projects/filming or compensation for filming.
- b. **ACTION ITEM**: Mac volunteered to give a report on the proposed DWP ballot measure.
- c. **ACTION ITEM**: Jasmine recommended that we agendize getting our PLUM committee organized; have three members.
- d. If we know that someone will not be attending and quorum will not be met, we could then have a “Joint Board & Committee Meeting.”
- e. Jennifer would like to have speakers on the “Stop Housing Ban” explain their position.
- f. **ACTION ITEM**: Jasmine noted that we need to agendize the Bylaws Committee Update.
- g. **ACTION ITEM**: The Board would like a status on the swag we have and to agendize funding new swag as needed.

- IX. **ADJOURNMENT**: Ashlee moved; seconded by Jennifer; and meeting adjourned at 9:10 pm.

**Next Board Meeting: Thursday October 13, 2016 at the Rampart Police Station
Community Room 1401 W. 6th Street Los Angeles, CA 90017**