

**MISSION HILLS
NEIGHBORHOOD COUNCIL
EXECUTIVE OFFICERS**
PRESIDENT: Ed Sentowski
VICE-PRESIDENT: Dean Anderson
SECRETARY: Mangwi Atia
TREASURER: David Kritzer



**MISSION HILLS
NEIGHBORHOOD COUNCIL**
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Minutes of the
MISSION HILLS NEIGHBORHOOD COUNCIL (MHNC)
SPECIAL BOARD MEETING #2 of 2, Monday, December 11, 2017
at Bermuda Mobile Home Park, 15445 Bermuda St, Mission Hills, CA 91345

MHNC (and all other) Meeting Minutes are a summary; Minutes were not, are not and are never meant to be an exact, verbatim, word-for-word transcript or comprehensive record of what was said at a Meeting. Exceptions: Motions/Resolutions (as stated at the Meeting, which take precedence over versions written on the Agenda, if different); quotes (words that have quotation marks (“”) at the beginning and ending of a word or words); and other wording from the Agenda such as the first paragraph(s) of some Items. Items are listed in and match the same order as on the Agenda.

1. Call to Order/Introductions. (Facilitator)

Kathleen Quinn [Project Coordinator, L.A. Dept. of Neighborhood Empowerment (DONE) (818-374-9893; Kathleen.Quinn@LACity.org; www.EmpowerLA.org)] called the Meeting to order at 7:31 p.m.

2. Welcoming Remarks

a. Flag Salute -- The Pledge of Allegiance was said.

b. Roll Call

Roll Call was taken by Kathleen Quinn, Project Coordinator, L.A. Dept. of Neighborhood Empowerment (DONE) (818-374-9893; Kathleen.Quinn@LACity.org; www.EmpowerLA.org). Seven Board Members were present at the Roll Call: Dean Anderson, Jose Arevalo, Mangwi Atia, David Kritzer, Savannah Pinedo, Ed Sentowski and Niranjala Tillakaratne. Jose Castillo was absent (excused). The MHNC quorum (the minimum number of Board Members needing to be present to take binding votes on Agendized Items) is seven (see the Bylaws at <https://lacity.quickbase.com/db/bj3apxsp3?a=q&qid=32&qskip=0&qrppg=1000&dlt a=su46~>), so the Board could take such votes. Eight of the 14 Board Seats were filled (by election or appointment). Six Board Seats were vacant [see below Item #6] [At-Large (2), Business Owner (2), Homeowner, and Organizational

Stakeholder/Employee; to apply, see <http://mhnconline.org/about-mhnc/board>.
Also attended: 22 Stakeholders and Guests.

3. Public Comments on Non-agendized items.

There were no public comments at this time.

4. Community/ Government Reports & Announcements

a. LA City Council District Representatives

Juan Solorio, Field Deputy for L.A. City District Seven Councilmember Monica Rodriguez (ofc. 818-756-8409; Juan.Solorio@LACity.org; <http://CD7.LACity.org>), noted upcoming events.

b. LAPD Senior Leads

Philip Ruiz, LAPD Mission Division Senior Lead Officer (mobile/text 818-634-0519; ofc. 818-838-9843; 31524@LAPD.LACity.org; http://www.LAPDonline.org/Mission_Community_Police_Station), did not report at this time.

c. Other government Departments/ Agencies

There were no other reports at this time.

d. Community Organizations

There were no other reports at this time.

5. Discussion and possible action on filling up to two (2) vacant At-Large

Stakeholder Seats: Per MHNC Bylaws this position is open to Stakeholders at least eighteen (18) years of age who live, work or own real property in the neighborhood and also to those who declare a stake in the neighborhood as a community interest stakeholder. The voting process will repeat until all vacancies in the category are filled or until there are no longer qualified candidates.

a. Candidates will be able to speak on the public benefit they provide to the community by becoming a member of the Neighborhood Council

There were no candidates. Ms. Quinn recommended and the Board agreed to TABLE this Item.

b. The Board will vote on who they believe to be the best candidate. The candidate with the most votes wins.

See above Item #5. a.

c. The Board will ratify this vote by having a majority of the Board confirm their selection.

See above Item #5. a.

6. **Discussion and possible action on filling up to two (2) Business Owner Stakeholder Seats:** Per MHNC Bylaws this position is open to Stakeholders eighteen (18) years of age or older who work or own a business or business property within the NC boundaries. The voting process will repeat until all vacancies in the category are filled or until there are no longer qualified candidates.
- a. Candidates will be able to speak on the public benefit they provide to the community by becoming a member of the Neighborhood Council

Business Owners Andrew Charlton and Marisol Salazar described their backgrounds, qualifications and desires to serve.

- b. The Board will vote on who they believe to be the best candidate, the candidate with the most votes wins.

The Board voted to appoint Andrew Charlton and Marisol Salazar as Business Owner Seat Board Members.

- c. The Board will ratify this vote by having a majority of the Board confirm their selection.

The Board **RATIFIED** Mr. Charlton and Ms. Salazar as Board Members. *New Board Members Andrew Charlton and Marisol Salazar were Seated at this time, making nine Board Members present (the MHNC quorum is seven).*

7. **Discussion and possible action on filling an Organizational Stakeholder/Employee Position Seat:** Per MHNC Bylaws this position is open to Stakeholders eighteen (18) years of age or older who participate in a religious institution, educational institution, community organization, non-profit organization, neighborhood association, school/parent group, faith based group, senior group, youth group, arts association, service organization, boys or girls club, cultural group, or environmental group within the NC boundaries.
- a. Candidates will be able to speak on the public benefit they provide to the community by becoming a member of the Neighborhood Council.

There were no candidates.

MOTION to TABLE (by Mr. Anderson and seconded): The Mission Hills Neighborhood Council TABLES Item #7. a.

MOTION to TABLE PASSED by a hand vote; zero opposed; zero abstained.

- b. The Board will vote on who they believe to be the best candidate, the candidate with the most votes wins.

See above Item #7. a.

- c. The Board will ratify this vote by having a majority of the Board confirm their selection.

See above Item #7. a.

- 8. **Discussion and possible action on filling a Homeowner Stakeholder seat:** Per MHNC Bylaws the Homeowner Stakeholder seat is open to Stakeholders eighteen (18) years of age or older who own a residence located within the NC boundaries.
 - a. Candidates will be able to speak on the public benefit they provide to the community by becoming a member of the Neighborhood Council.

Ms. Quinn read aloud the Seat qualifications and reported that she received two applications; neither candidate was present.

MOTION to TABLE (by Mr. Sentowski, seconded by Mr. Anderson): The Mission Hills Neighborhood Council TABLES Item #8. a.

MOTION to TABLE PASSED by a hand vote; zero opposed; zero abstained.

- b. The Board will vote on who they believe to be the best candidate, the candidate with the most votes wins.

See above Item #8. a.

- c. The Board will ratify this vote by having a majority of the Board confirm their selection.

See above Item #8. a.

- 9. **Discussion and Possible action to appoint a new Mission Hills Neighborhood Council Board President.** Per MHNC Bylaws the President shall act as the chief executive of the Council and shall preside at all Council meetings (See Standing Rules for more information).

- a. Candidates will be able to speak on the public benefit they provide to the community by becoming the President

Ms. Quinn read aloud the Seat qualifications. Mr. Sentowski and Mr. Anderson each nominated themselves. Mr. Sentowski described his vision for the community. Mr. Anderson described his experience and desire to serve.

- b. The Board will vote on who they believe to be the best candidate, the candidate with the most votes wins.

Mr. Sentowski received seven votes; Mr. Anderson received two votes. The Board appointed Ed Sentowski as President.

- c. The Board will ratify this vote by having a majority of the Board confirm their selection.

The Board, by a unanimous hand vote, **RATIFIED** Ed Sentowski as President.

10. Discussion and Possible action to appoint a new Mission Hills Neighborhood Council Board Vice President. Per MHNC Bylaws the Vice President shall serve in place of the President if the President is unable to serve (See Standing Rules for more information).

- a. Candidates will be able to speak on the public benefit they provide to the community by becoming the Vice President

Mr. Anderson nominated himself. Mr. Arevalo nominated Mr. Charlton, who declined. Mr. Anderson described his desire for the Board “to work together.”

- b. The Board will vote on who they believe to be the best candidate, the candidate with the most votes wins.

The Board, by a unanimous hand vote, appointed and **RATIFIED** Dean Anderson as Vice-President.

- c. The Board will ratify this vote by having a majority of the Board confirm their selection.

See above Item #10. b.

11. Discussion and Possible action to appoint a new Mission Hills Neighborhood Council Secretary. Per MHNC Bylaws the Secretary shall keep minutes of all Board meetings, unless a minute taker has already been assigned. (See Standing Rules for more information).

- a. Candidates will be able to speak on the public benefit they provide to the community by becoming the Secretary

Mangwi Atia nominated herself.

- b. The Board will vote on who they believe to be the best candidate, the candidate with the most votes wins.

See below Item #11. c.

- c. The Board will ratify this vote by having a majority of the Board confirm their selection.

The Board, by a unanimous hand vote, appointed and **RATIFIED** Mangwi Atia as Secretary.

12. Discussion and Possible action to appoint a new Mission Hills Neighborhood Council Treasurer.

Per MHNC Bylaws the Treasurer shall maintain the records of the Council's finances and books of accounts and perform other duties in accordance with the Council's Financial Management Plan and the Department's policies and procedures. (See Standing Rules for more information)

- a. Candidates will be able to speak on the public benefit they provide to the community by becoming a the Treasurer

Mr. Sentowski explained that the Treasurer will need "special training." Mr. Anderson nominated Mr. Arevalo, who declined. Mr. Arevalo nominated David Kritzer.

- b. The Board will vote on who they believe to be the best candidate, the candidate with the most votes wins.

See below Item #12. c.

- c. The Board will ratify this vote by having a majority of the Board confirm their selection.

The Board, by a unanimous hand vote, appointed and **RATIFIED** David Kritzer as Treasurer.

13. Discussion and Possible action to appoint a new Mission Hills Neighborhood Council Second Signer/Card-holder.

This position is not and Executive Committee position but works in tandem and coordinates closely with the Treasurer. Another Executive Committee member can serve as the Second Signer as long as they are not also the Treasurer.

- a. Candidates will be able to speak on the public benefit they provide to the community by becoming the Second Signer/ Card Holder.

Ms. Quinn read aloud the Second Signer/Cardholder qualifications and explained that the Second Signer also needs training. She noted that the Board is allocated \$42,000 per year and possible allocations it can make. Marisol Salazar agreed to be nominated.

- b. The Board will vote on who they believe to be the best candidate, the candidate with the most votes wins.

See below Item #13. c.

- c. The Board will ratify this vote by having a majority of the Board confirm their selection.

The Board, by a unanimous hand vote, appointed and **RATIFIED** Marisol Salazar as Second Signer/Cardholder.

14. Discussion and Possible action to appoint a new Mission Hills Neighborhood Council Zoning and Land-Use Chair.

- a. Candidates will be able to speak on the public benefit they provide to the community by becoming the Zoning and Land-Use Chair

Mr. Anderson nominated himself. There was discussion regarding Mr. Anderson's candidacy.

MOTION to TABLE (by Mr. Sentowski, seconded by Mr. Charlton): The Mission Hills Neighborhood Council TABLES Agenda Item #14. a.

MOTION to TABLE PASSED unanimously by a hand vote.

- b. The Board will vote on who they believe to be the best candidate, the candidate with the most votes wins.

See above Item #14. a.

- c. The Board will ratify this vote by having a majority of the Board confirm their selection.

See above Item #14. a.

15. Discussion and possible action on selecting two alternates for executive committee meetings. Per MHNC Standing Rules, one Executive Committee Member will not attend Executive Committee Meetings. The Executive Committee Member absent from these meetings will be determined by a rotation every quarter starting with the President (for July - September) and then moving on to the Vice-President (October - December), Treasurer (January - March), and then Secretary (April - June). If there is an Executive Committee Member vacancy all remaining Executive Committee Members may attend the Committee meeting.

- a. Candidates will be able to speak on the public benefit they provide to the community by becoming an alternate.

Ms. Quinn read aloud the above and explained the need. Mr. Arevalo nominated Andrew Charlton and Marisol Salazar.

- b. The Board will vote on who they believe to be the best candidate, the candidate with the most votes wins.

See below Item #15. c.

- c. The Board will ratify this vote by having a majority of the Board confirm their selection.

The Board, by a voice vote, appointed and **RATIFIED** Marisol Salazar as an Alternate for Executive Committee meetings.

The Board, by a voice vote, appointed and **RATIFIED** Andrew Charlton as an Alternate for Executive Committee meetings.

16. Adjournment (President)

MOTION (by Mr. Sentowski, seconded by Mr. Kritzer): to **ADJOURN** the Meeting.

MOTION PASSED by a voice vote; zero opposed; zero abstained.

The Meeting was **ADJOURNED** at 8:20 p.m.

This Special Meeting was immediately preceded by another Special Meeting. [See separate Meeting Minutes.]

The first paragraph of some Items, Motions/Resolutions and other wording may have been copied from the Agenda. Minutes written by DL, possibly edited by MHNC and/or DONE. The MHNC Minutes page is <http://mhnconline.org/agendas-minutes>.