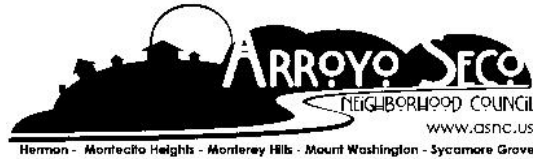


**ARROYO SECO
NEIGHBORHOOD COUNCIL**

POST OFFICE BOX 42254
LOS ANGELES, CA 90042
TELEPHONE: (866) LA-HELPS
<http://www.asnc.us>

OFFICERS

Scott Folsom
PRESIDENT
Yuwen Peng
VICE-PRESIDENT
Tina Zabala
SECRETARY
Mark S. Legassie
TREASURER
Joseph Riser
REGISTRAR



Hermon - Montecito Heights - Monterey Hills - Mount Washington - Sycamore Grove

**CITY OF LOS ANGELES
CALIFORNIA**

c/o Department of Neighborhood Empowerment
305 E. First Street, Los Angeles, CA 90012
Telephone: (213) 485-1360
Fax: (213) 485-4608

GEOGRAPHICAL REPRESENTATIVES

Joseph Riser, Hermon
Pablo Lopez, Hermon
Tina Zabala, Montecito Heights
Tom Marble, Montecito Heights
Mike French, Monterey Hills
Robert Hawkes, Monterey Hills
Hank Shaeffer, Mount Washington
Ann Walnum, Mount Washington
Paula Sirola, Mount Washington
Scott Folsom, Mount Washington
Joseph Clifford, Sycamore Grove
Michael Blatt, Sycamore Grove

AT LARGE REPRESENTATIVES

Mark S. Legassie, Community Non-Profits
Robert Rakauskas, Education & Youth
Jerry P. Schneider, Environment
Glenda Lubelsky, Faith-Based Organizations
David Talbert, Healthcare & Seniors
Yuwen Peng, Recreation, Culture, & the Arts
Joanna Silva, Retail, Wholesale, & Service

**ARROYO SECO NEIGHBORHOOD COUNCIL (ASNC)
AGENDA**

MONDAY, 27-JULY-2009 • 07:00PM TO 09:30PM

MONTECITO HEIGHTS SENIOR CENTER

4545 Homer Street, Los Angeles, California 90031

Supporting documentation for this meeting can be found at:

http://www.asnc.us/2009-archives/07-July_0709archives.htm

- I. **CALL TO ORDER.** (Scott Folsom, presiding)
- II. **ROLL CALL.** (Tina Zabala)
- III. **COMMENTS BY THE PRESIDENT.** (Scott Folsom)
- IV. **APPROVAL OF MINUTES OF MAY-2009 AND JUNE-2009 MEETINGS.** (Tina Zabala)
- V. **COMMENTS FROM PUBLIC OFFICIALS AND THEIR REPRESENTATIVES.**
 1. CD-1 (Suzanne Jimenez, suzanne.e.jimenez@lacity.org (213 485-0763)
 2. CD-14 (Jim Omahen, Jim.Omahen@lacity.org (323 254-5295)
 3. OFFICE OF THE MAYOR (Daniel Andalon, daniel.andalon@lacity.org (213 978-0600)
+ Additional presentation on the 2010 US CENSUS (Tony Zapeda, (213-978-0301)) (10 minute limit)
 4. OTHER "ELECTEDS"
 5. DONE/BONC (Representative TBA, done@lacity.org, (213 485-1360)
- VI. **PUBLIC COMMENT.** Comments from stakeholders, the public and the Board on non-agenda items within the Board's jurisdiction (limited to two minutes per speaker/ sign speaker card before meeting.)
- VII. **TREASURER'S REPORT.** (Mark S. Legassie)
- VIII. **ACTION ITEMS.** New Business. Funding Requests.
 1. **WEBSITE MAINTENANCE.** Motion to allow a Volunteer (Mark Legassie) to maintain and re-design the ASNC website, free of charge, for the period 01-SEPT-2009 through 3-JUNE-2010. The re-design will attempt to attract more stakeholders and potential stakeholders to visit the site, improving ASNC's outreach efforts. Included in the update will be new attractive backgrounds, interactive calendar, blog, archives, committee info, photo gallery where users can submit pics, emergency preparedness information, city information, etc. During FY10 time, bids will be solicited from outside vendors to take over the maintenance of the site after it has been re-designed (no later than 30-JUNE-2010). The approximate \$3700 saved in website maintenance costs will be transferred to Community Projects. (Mark Legassie) (Tabled from last meeting.)
 2. **ABATEMENT.** Mount Washington Local Issues Committee recommends allocation of funding up to \$300 for abatement of Tree of Heaven along Cleland Avenue opposite Bicentennial Park. Approved at the Mount Washington Local Issues Committee meeting on 20-JULY- 2009. (Jerry Schneider for Mount Washington Local Issues) (rec'd 21-JULY-2009 1448)



ARROYO SECO NEIGHBORHOOD COUNCIL (ASNC)
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MONTECITO HEIGHTS SENIOR CENTER

3. **REPLACEMENT.** Moved that the ASNC should provide funding up to \$100 to replace the stolen dog waste bag dispenser in the portion of Hermon Park along the northbound 110 Freeway.

(Background: In APRIL-2006, at the request of the Board's Community Non-Profits at-large representative, and for environmental purposes, the Hermon Local Issues Committee requested ASNC funds be used to purchase four (4) dog waste bag dispensers for locations in Hermon Dog Park and in the larger Hermon Park in the Arroyo Seco. In recent weeks, one of the four plastic dispensers was stolen, leaving no waste bags available in a large portion of the park.) (Joseph Riser for Hermon Local Issues) (rec'd 21-JULY-2009 2232)

4. **PROMOTIONAL ITEMS.**

- (a) Request for funding of up to \$500 from "stakeholder communications" funds budgeted by the ASNC to purchase 200 reusable cloth grocery bags imprinted with the City logo and ASNC spelled out with Website address and contact phone number. (Mark Legassie will provide samples) (Joseph Riser) (rec'd 21-JULY-2009 2256)
- (b) Request for funding of up to \$300 from "stakeholder communications" funds budgeted by the ASNC to purchase ASNC-imprinted LED keychain lights for use as giveaways at outreach events, etc. (Joseph Riser) (rec'd 21-JULY-2009 2256)

IX. ACTION ITEMS. New Business. Non-Finance Related.

1. **THE WAY WE RUN BOARD MEETINGS: ESTABLISHING GROUND RULES and BOARDSMANSHIP.** (Joseph Riser) (Tabled from last meeting)

Please see Appendix 1, which the chair proposes as a discussion item.

The previous discussion:

Examine the way we run Board meetings and can do a better job; allowing people to weigh in appropriately, but not in an unruly manner. The Board has to have time for its own discussions just as City Council and other commission does. Consideration of separating "public comment" time on each agenda item from board discussion to avoid interruptions;
AND

2. **REVIEW DISTINCT ROLES AND RESPONSIBILITIES OF BOARD OFFICERS.** This was suggested as an agenda item so we can discuss and evaluate the current assignments of board officers responsibilities and how they have been equitably divvied up under the Bylaws -- most specifically as it relates to the evolution of the duties of the Secretary over the last year to include preparing agendas -- a duty the Bylaws assign only to the President -- and how this may be over-burdening one board officer. Also, that this kind of realignment of duties outside the Bylaws should be board approved -- as occurred formally in January with the reassignment of the supervision of the Website maintenance vendor. (Joseph Riser) (Tabled from last meeting.)
3. **NEW ASNC LOGO.** Discussion to determine if there is general interest among the board members in changing the ASNC's current logo, in use since approx. JANUARY-2007, and -- if so -- whether the work of coordinating that process, at no cost to the neighborhood council, should be referred to Communications & Outreach, or possibly some other ASNC committee. (Background: The artist who designed the recent "Make a Difference" art for ASNC outreach efforts has volunteered to re-design the ASNC logo free of charge.) (Joseph Riser) (rec'd 21-JULY-2009 2304)
4. **BOARD ABSENCES.** Under Bylaws Article IV (Board of Representatives and Officers), Item 6c, determine how many current elected representatives have had four unexcused absences, advise those members, and consider declaring their seat(s) vacant, if applicable. Then, under ASNC Standing Rules, begin the processes outlined for filling those vacancies including, if necessary, the holding of a special election by the board at the earliest possible future meeting. (Joseph Riser) (rec'd 21-JULY-2009 2326)

X. COMMITTEE REPORTS.

1. Local Issues.
- (a) Hermon
 - (b) Montecito Heights
 - (c) Mount Washington
 - (d) Sycamore Grove



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MONTECITO HEIGHTS SENIOR CENTER

2. Communications and Outreach (Joseph Riser)
3. Budget and Finance (Mark Legassie)
4. Environment (Jerry Schneider)
5. Community Garden (Paula Sirola)
6. Public Safety (Mark Legassie)

XI. REPORTS FROM LIAISONS. (10 minutes)

1. LOS ANGELES NEIGHBORHOOD COUNCILS COALITION (Ann Walnum)
2. MW ELEMENTARY SCHOOL MULTIPURPOSE ROOM (Ann Walnum)
3. DIRECTOR OF ANIMAL WELFARE (Lezle Stein)

XII. NEW BUSINESS (Committee referrals and/or future Board agenda items). (10 minutes)

1. Comments from the Board on subject matters within its jurisdiction, and suggestions for future agenda items.
2. Future meeting dates and locations (Scott Folsom)
Next meeting date: 24-AUGUST-2009 at 07:00PM, Montecito Heights Senior Center, 4545 Homer Street, Los Angeles, California 90031.

XIII. ADJOURNMENT.

Funding requests: Unless otherwise stated in the approved motion, any funds appropriated for community projects as a result of this meeting's actions: (1) will be drawn from the 2009-10 ASNC budget; and, (2) under ASNC standing rules, expenditure of any such funds must begin within 6 months or the appropriation will automatically lapse.

The public is requested to fill out a "**Speaker Card**" to address the Board on any item of the agenda prior to the Board taking 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 is within the Board's subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to 2 minutes per speaker, unless waived or adjusted in the interest of fairness, by the presiding officer of the Board. The agenda is posted for public review at Mount Washington Elementary School Bulletin Board, Carlin G. Smith Recreation Center, supermarket at Avenue 45 and Figueroa Street, art gallery at 4108 N. Figueroa Street, Montecito Heights Senior Center, Montecito Heights Recreation Center; adult day healthcare center at Avenue 60 and Monterey Road, as well as the ASNC's official Website at www.ASNC.us, and distributed via the ASNCAlert Yahoo Group (opt-in E-mail listserv). 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, or 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 prior to the meeting you wish to attend by contacting Naheed Qureshi, Dept. of Neighborhood Empowerment Project Coordinator, at (213) 473-5391.

Process for Reconsideration: The Board may reconsider and amend its actions on items listed on the agenda in accordance with Robert's Rules of Order.

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all members the Board of Representatives in advance of a meeting may be viewed at the neighborhood council Website by clicking on/visiting the link at the top of the agenda, or at the scheduled meeting.



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APPENDIX #1 :

GROUND RULES AND BOARDSMANSHIP

GROUND RULES: Board Members use Ground Rules to keep the meeting on track during a meeting. Ground Rules protect Board members's ideas and help the Chair lead the meeting.

Establishing Ground Rules is a good way to model the meeting facilitation process. The Ground Rules are to be reviewed at the beginning of each meeting to ensure team members understand and are willing to follow them throughout the meeting. The board may add new Ground Rules whenever necessary, with the agreement of all board Members. A board may have as many Ground Rules as they see fit.

Here is an example of some ground rules

Ground Rules:

1. Let's respect each other
2. It's OK to disagree
3. Listen to others
4. Everyone participates; no one dominates
5. Honor time limits
6. All ideas are good ideas
7. Stick to the agenda (stay on task)
8. Keep an open mind
9. Be on time

from <http://www.questlearningskills.org/groundrules.htm>

BOARDSMANSHIP

BOARDSMANSHIP 101 : Being a Boardmember is being a member of a team.

- Review and be familiar with the organizational bylaws and parliamentary procedure. *Both form the set of rules for conduct of the organization and at meetings, allowing everyone to be heard and to make decisions without confusion. Neither are carved in stone or are to be used as weapons to impose the will of one party over another.*
- Take the ethics training and apply what you learn.
- Review past meeting minutes from the past half-dozen meetings to become familiar with issues being discussed by the board.
- Obtain a clear understanding of the organizations budget. Ask lots of questions.
- Assume your position with an open mind. Abandon preconceived notions and hidden agendas, including opinions about other board members.
- Remember, you will be making decisions that affect you community. Always keep their best interest in mind.
- Realize that you don't know everything, and capitalize on every opportunity to learn.
- Expect to be in the minority on board decisions once in a while and accept the majority decision graciously. The time to voice your opinions about issues is before the vote is taken.
- Expect some board decisions to be unpopular with your constituents or even the community at large.
- You have only one vote. Your issues can only be successful if you convince other board members to vote with you.
- Do not surprise your your fellow board members or the community at a public meeting with unexpected comments or requests.
- Be flexible and willing to compromise.
- Be a good listener.
- Stay connected with your community.
- Understand and abide by California's Public Meetings Law. (The Brown Act)
- Have fun, and enjoy your role of serving your community.

From Boardmanship 101: Oregon School Boards Assn.

