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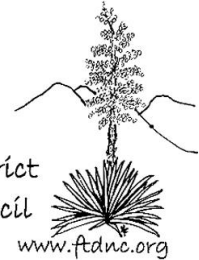
Laurie Thoms

Michael Carpenter

Sharon Washington

Foothill Trails District

Neighborhood Council



## **GENERAL MEETING AGENDA**

**February 16, 2017, 7:00 PM TO 9:00 PM**

**Lake View Terrace Recreation Center, 11075 Foothill Blvd., Lake View Terrace**

***Regular meetings are scheduled on the third Thursday of each month at 7pm***

### **Administrative Tasks (10 minutes)**

1. Call to order and Pledge of Allegiance
2. Roll call, attendance report and declaration of a quorum.
3. Opening comments by the Chair.
4. **Presentation/Discussion/Possible Action** to:
  - a. Appoint qualified stakeholders to currently vacant seats on the General Board.
  - b. Authorize or dissolve any new committees.
  - c. Appoint representative(s) to municipal agencies or other community groups.

### **Public Announcements and Presentation (30 minutes)**

*(Reports and brief presentations only. For any detailed or lengthy questions, please follow up with presenter outside so meeting may proceed as scheduled. Thank you.)*

5. **Presentations** by Public Representatives.
  - d. Government officials or representatives.
  - e. Other community groups.
6. **Public Comment** (*Presentations are limited to non-agenda items whose subject(s) fall under the Board's jurisdiction.*)

### **Committee & Representative Reports (20 minutes)**

7. **Presentation** of committee reports (*Max 5 minutes each*):
  - a. Budget and Finance.
  - b. Communication and Outreach.
  - c. Equestrian.
  - d. Land Use.
  - e. Public Safety.
  - f. Rules and Elections.
8. **Presentation** of representatives to municipal agencies and other community groups. (*Max 5 minutes each*):

### **Recommendation(s) by Budget and Finance Committee (10 minutes)**

9. **Presentation/Discussion/Possible Action** to adopt by board resolution the following financial report(s):
  - a. Any outstanding checking account statement(s).
  - b. Any outstanding Treasurer report(s).
  - c. Any outstanding expense report(s).
10. **Presentation/Discussion/Possible Action** to authorize by board resolution the allocation of additional \$5,000 recently added to the FY 2016-17 annual budget be designation to Outreach.
11. **Presentation/Discussion/Possible Action** to authorize by board resolution the reallocation of up to \$500 to support the March mixer of Valley Alliance of Neighborhood Councils.

### **Recommendation(s) by Rules and Elections Committee (10 minutes)**

12. **Presentation/Discussion/Possible Action** to approve the following Bylaw changes: (PLEASE SEE ATTACHMENT A FOR SPECIFIC LANGUAGE):



- a. Article V(6) Vacancies – Establishing simple majority voting procedure to fill vacancies when over one-third (1/3) of the Board seats are currently vacant.
- 13. **Presentation/Discussion/Possible Action** to approve the following Standing Rules changes: (PLEASE SEE ATTACHMENT B FOR SPECIFIC LANGUAGE):
  - a. Article I(1) Vacancy Application and Approval Process – Establishing a procedure to handle public applications for Board vacancies
  - b. Article III(2) Creation – External affiliates may also recommend or create Auxiliary Positions for the Board to fill.
  - c. Article III(3) Appointment – President may temporarily appoint Auxiliary Members pending Board confirmation.
  - d. Article IX(3) Inventory and Resource management – Creates a cataloging, auditing, and usage policy for durable goods. Establishes oversight procedure and places the Recording Secretary in charge of quarterly inventory report.
  - e. Article IX(4) Self-Assessment – Designates the President as the author of the annual Self-Assessment and establishes process of submission before the Executive Committee and General Board.
  - f. Article IX(5) Strategic Plan – The Executive Committee will prepare Strategic Plan, and establishes process of submission before the General Board.
  - g. Article IX(6) Outreach Survey – Designates Vice-President of Communications and Outreach as the author of the annual Outreach Survey and establishes process of submission before the Executive Committee and General Board.
  - h. Article X(6) Conference Calls at Meetings – Prohibits conference calls at meetings.

**Recommendation(s) by Rules and Elections Committee (5 minutes)**

- 14. **Presentation/Discussion/Possible Action** to authorize and assign a City Hall parking pass.

**Housekeeping (10 minutes)**

- 15. **Presentation/Discussion/Possible Action** to amend and/or approve any outstanding General Board meeting minutes.
- 16. **Final comments by FTDNC Board members.**
- 17. **Adjournment.**

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**PROCESS FOR RECONSIDERATION** - For information on the FTDNC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the FTDNC Bylaws at [FTDNC.org](http://FTDNC.org).

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – The public is requested to fill out a “Speaker Card” to address board members on any agenda item before they take a formal position at any meeting. 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 Council’s jurisdiction will be heard during the Public Comment period. Please note that under the Brown Act, the Board may be prevented from acting on a matter that you bring to its attention during the Public Comment period. However, any issue raised by a speaker may become the subject of a future meeting. Public comment is limited to 2 minutes per speaker, but limited time extensions may be granted by the Chairperson in consultation with other board members present.

**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 Kevin J. Davis, Board President via email at [president@ftdnc.org](mailto:president@ftdnc.org).

**TRANSLATION SERVICES** - To ensure availability of services or to request translation, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting the Neighborhood Council at (213) 485-1585.

**SERVICIOS DE TRADUCCION** - Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Kevin J. Davis, Presidente por correo electrónico [president@ftdnc.org](mailto:president@ftdnc.org), para avisar al Concejo Vecinal.

**PUBLIC ACCESS TO MEETING DOCUMENTS** - Agendas are posted for public review at the FTDNC Headquarters, 9747 Wheatland Avenue, Shadow Hills, CA and on the FTDNC.org webpage. You can also receive agendas via email by sending a request to be added to FTDNC email blast to [foothilltrails@gmail.com](mailto:foothilltrails@gmail.com) and/or by subscribing to the L.A. City’s Early Notification System at <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>.

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: [FTDNC.org](http://FTDNC.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Kevin J. Davis, Board President via email at [president@ftdnc.org](mailto:president@ftdnc.org)