



# Mar Vista Community Council



## Minutes

### Executive and Finance Committee

Monday, July 2, 2018 from 7:00 p.m. to 9:00 p.m. at

The Coffee Connection (Station Room)

3838 S. Centinela Blvd.

Los Angeles, CA 90066

Chair: Elliot Hanna ([elliott.hanna@marvista.org](mailto:elliott.hanna@marvista.org))

1. **Call to order** – Meeting called to order at 7:08 p.m.
2. **Roll Call** – Call of the roll and certification of a quorum – Quorum present – Hanna, Kadota, Cervantes, and Tilson
3. **Announcements** - None
4. **Public comment for items NOT on this agenda** - None
5. **Reading and approval of minutes** – Deferred until August meeting
6. **Officer Reports**
  - 6.1. **Chair** – Elliot Hanna - None
  - 6.2. **1<sup>st</sup> Vice-Chair** – Rob Kadota – New farmers’ market awning arrived
  - 6.3. **2<sup>nd</sup> Vice-Chair** – Paola Cervantes - None
  - 6.4. **Secretary** – Sara Roos
  - 6.5. **Treasurer** – Holly Tilson - None
7. **Special Orders** –
  - 7.1. **Discussion of Monthly Expense Report (MER)** – Discussion and possible action regarding latest MER. - \$10,534 left over from FY2017-2018. Transferred to CD11 for safety enhancements.
  - 7.2. **Discussion of FY2019 budget** – Discussion regarding rules, requirements, and deadlines for the FY2019 budget. – Budget approved – Ayes – Hanna, Kadota, Cervantes, Abstention - Tilson
  - 7.3. **Discussion of known, upcoming funding items** – Discussion of expected funding items for FY2019. – Shelving for storage unit
8. **Unfinished Business and General Orders** - None
9. **New Business** –
  - 9.1. **Funding Items** – Discussion and possible action regarding payment of outstanding invoices and funding items for FY2019 including anticipated monthly expenses (details will be available at the meeting). – Passed unanimously for consideration at August BoD meeting
  - 9.2. **Discussion of ExFin Changes** – Discussion and possible action regarding proposed changes to ExFin’s responsibilities going forward. – Medium and long-range financial planning
  - 9.3. **Discussion of Board Retreat** – Discussion and possible action regarding retreat scheduled for July 15, 2018 from 1:00 to 5:00 p.m. at St. Bede’s. – Cervantes to confirm time
  - 9.4. **Board Meeting Procedures** – Discussion and possible action regarding proposed changes to the conduct of meetings of the Board of Directors. – Intend to use unanimous consent and voice votes wherever possible

- 9.5. **Best Practices and Procedures** – Discussion and possible action regarding agenda simplification, timely posting of minutes, development of a “welcome packet” for new committee chairs, and other related matters. – [Hanna to construct a draft package](#)
  - 9.6. **Revision of Standing Rules** – Discussion and possible action regarding proposed revisions to the Standing Rules (to be presented at the July 12, 2018 meeting of the Board of Directors. – [Hanna to distribute advance copy to BoD](#)
  - 9.7. **Committee Structure and Assignments** – Discussion and possible action regarding the proposed changes to the committee structure and new committee assignments. – [Hanna to restore “Mobility” and look into other candidates](#)
  10. **Adjournment** (not later than 9:00 p.m.) – [Meeting adjourned at 8:48 p.m.](#)
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