



Mar Vista Community Council



Mar Vista Community Council Executive and Finance Committee

Minutes

Monday, March 2, 2020 at 7:00 p.m. at

The Coffee Connection (Station Room)

3838 S. Centinela Ave.

Los Angeles, CA 90066

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

1. **Call to order**-meeting called to order by Chair Elliot Hanna at 7:01
2. **Roll Call** – Present were Elliot Hanna, Martin Rubin, Holly Tilson and Mary Hruska. Michelle Krupkin, (2nd Vice Chair), was absent
3. **Announcements**-Hanna announced that, in the interest of efficiency, that comments be limited to agenda items only and not to reports
4. **Public comment for items NOT on this agenda**
5. **Ex-Parte Communications and Conflicts-of-Interest** - Each committee member shall declare any ex-parte communications or conflicts-of-interest pertaining to items on or related to this agenda.- Hanna mentioned that he'd had discussions with Tilson regarding items funding motions on Spring Egg Hunt and Well baby Center. Rubin: no conflicts. Hruska: no conflicts. Tilson: mentioned same discussions as Hanna
6. **Adoption of the Agenda**-agenda approved by unanimous consent
7. **Approval of minutes** – Approval of minutes from prior meeting(s).- minutes approved without objection (Rubin/Hruska)
8. **Reports**
 - 8.1. **Chair** – Elliot Hanna-repeated his statement under announcements.
 - 8.2. **1st Vice-Chair** – Martin Rubin- mentioned that Elections & By Laws Committee meetings have returned to normal. Much improved. Has loosened the reins on how the committee functions because it's now appropriate, and is his preference.
 - 8.3. **2nd Vice-Chair** – Michelle Krupkin-absent
 - 8.4. **Secretary** – Mary Hruska-has done some research on Mailchimp and discovered some interesting information which she can share when discussion moves to Website motion.
 - 8.5. **Treasurer** – Holly Tilson-discussed the MER. Credit posted on things that were returned. clarified some Outreach purchases with Kathryn Wheeler, Outreach Chair, who was in attendance. Hanna mentioned that he has all receipts and they probably haven't posted yet. AppleOne has still not invoiced MVCC for some dates of service. Hanna mentioned he will follow up. Still waiting for Shauna Durango to itemize MVCC venues. All the motions on

tonight's agenda will need budget adjustment. Has spoken to Melvin K. (Supervisor of Funding Reps) regarding NPG request on Spring Egg Hunt. He mentioned that other parks have utilized funding from LA Park Foundation however in the past this option hasn't chosen this because not all the funds remain in Mar Vista. Second option is co-sponsoring the Event, which, in both her opinion and Melvin's, is more work than it is worth. Hruska asked if MVCC has sponsored it before. Tilson: no. She mentioned Melvin suggesting doing it as an Outreach event and applying for \$500-1000, however we will have to be able to show substantial Outreach for these investments. Mentioned that for both Events and NPGs needs to be filed 30 days prior to the event and this deadline may no longer be applicable. Her (Tilson)'s recommendation is that it be an Outreach funding motion for either \$500 or \$1000. Reviewed Budget Revisions (see supplemental materials). Hruska mentioned the possibility, if there are un-spent funds at the end of the fiscal year, of purchasing equipment for Fire Station 62, as it had come to her attention that they are in need of fitness equipment, chairs and tools. Hanna suggested making a list of contingency expenditures to be reviewed at the end of the fiscal year.

9. Special Orders – None

10. Consent Calendar – The Consent Calendar is reserved for items deemed to be routine and non-controversial. Any committee member may pull an item or items for further discussion.

10.1. [FUNDING] Monthly Expense Report - Discussion and possible action regarding the most recent Monthly Expense Report (MER).

10.2. [FUNDING] Revisions to FY2019 – 2020 Budget - Discussion and possible action regarding revisions to the FY2019 – 2020 budget.

Consent Calendar approved without objection (Hruska/Rubin)

11. Excluded Consent Items

12. Unfinished Business and General Orders - None

13. New Business

- **[ADMINISTRATIVE] Management of Website and Social Media Accounts** – Discussion and possible action regarding selection of an individual or company to manage the MVCC website and social media Accounts.
- Hanna mentioned that there are a number of ways to address this, including hiring an outside provider, appoint one or more volunteers or charge Outreach Committee to perform this task. Motion is meant to promote discussion towards a resolution.
- Wheeler stated MVCC Social Media Policy is not consistent with state law, with regard to archiving NC records prior to removing/deleting, and that LA City is in the process of developing one. Mentioned that she'd submitted a proposed amendment to the MVCC Standing Rules.
- Tilson asked if DONE has issued a Social Media policy.
- Wheeler responded that they have a Draft Archival Process however it has not yet been approved.
- Rubin mentioned that since the inception of the MVCC website and Social Media accounts, material has been removed/alterd on these

and there have been no legal ramifications. He felt that this was not an issue worthy of contention within MVCC. He stated that, if this as serious an issue as has been proposed, then nothing should be posted on any platform without going through an approval process.

- Tilson inquired, if this is as serious an issue as has been presented, why hasn't DONE shut down all NC media sites.
- Hanna stated that he'd presented the issue to the City Attorney who'd responded that removal of posts/material from NC sites as described to him by Hanna is permissible. Hanna asked how corrections (such as dates/times/locations, etc) be handled if these could not be altered with archiving. Wheeler responded that corrections cannot be made. Posts can only be deleted.
- Hruska mentioned the monthly cost which would be incurred by hiring an outside provider to manage media posts and referenced that Wheeler has created an ad-hoc archival procedure involving taking a screenshot of a post and saving, and inquired as to whether Wheeler would be comfortable using this to remove posts. Wheeler responded that she was. Hanna stated that he'd previously communicated to Wheeler that he was comfortable with such a process.
- Hanna stated that he would discuss the options for NC posts with DONE
- Motion to postpone indefinitely (Rubin/Hanna) approved without objection

- **[FUNDING] NPG for Spring Egg Hunt** – Discussion and possible action regarding a Neighborhood Purposes Grant (NPG), in the amount of \$2,000 to support the Spring Egg Hunt at the Mar Vista Recreation Center.
Discussion concluded that paperwork for this NPG was not in order. Requires a Letter of Determination.
- **[FUNDING] Outreach at Spring Egg Hunt** - Discussion and possible action regarding an expenditure, in the amount of \$150.00, for an outreach booth at the Mar Vista Recreation Center’s Spring Egg Hunt.
- **Approved unanimously for the amount of \$1000.**
- **[FUNDING] NPG for Well Baby Center** - Discussion and possible action regarding a Neighborhood Purposes Grant (NPG), in the amount of \$5,000.00, to support the Well Baby Center.
Discussion concluded that this request does not meet NPG guidelines. Postponed indefinitely.

14. Adjournment

- * **PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – The public is requested to fill out a "Speaker Card" to address the Board on any agenda item before the Board takes an 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 are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 3 minutes per speaker, unless adjusted by the presiding officer of the Board.
- * **PUBLIC POSTING OF AGENDAS** - MVCC agendas are posted for public review at Mar Vista Recreation Center, 11430 Woodbine Street, Mar Vista, CA 90066
Subscribe to our agendas via email through L.A. City's Early Notification System at <http://www.lacity.org/subscriptions> or via at our website, <http://www.marvista.org>
- * **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, including sign language interpreters, assistive listening devices and other auxiliary aids and/or services. 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 chair@marvista.org.
- * **SERVICIOS DE TRADUCCION** - Si require servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a chair@marvista.org para avisar al Concejo Vecinal.
- * **PUBLIC ACCESS OF RECORDS** – 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, <http://www.marvista.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 secretary@marvista.org.
- * **RECONSIDERATION AND GRIEVANCE PROCESS** - For information on MVCC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the MVCC Bylaws. The Bylaws are available at our Board meetings and our website, <http://www.marvista.org>.