

Veronica Polanco
President

Deysi Serrano
Outreach & Special Events

Jose Pelico
Vice President

Daniella Urbina
Planning & Land Use

Jeannette Garcia
Treasurer

Vivian Escalante
Board Member

Carlos Cerdan
Secretary

Vacant
Community Seat



Boyle Heights Neighborhood Council
Executive Committee Meeting Minutes
Benjamin Franklin Library Branch
2200 E. First Street, Los Angeles, CA 90033
Thursday, July 18, 2019 at 6:15pm



- A. Meeting called to order: 6:20 p.m.
- B. Roll Call
 - Present: Veronica Polanco, Jose Pelico, Carlos Cerdan, Daniella Urbina, and Deysi Serrano
 - Absent: Jeanette Garcia
 - Vivian Escalante, requested to join the Executive Committee group
- C. General Public Comment
 - (Boyle Heights Stem students, a.k.a. "Los Stemateros" made a brief presentation of the STEM program and would like the BHNC to sponsor their program. Program is strictly for high school aged students and are part of the Will I. Am Foundation. Los Stemateros have been Regional Conference Winners and need \$15,000.00 for their program to be fully funded.
- D. Discussion of last meetings efficiencies/ inefficiencies
 - Discussed need to improve timekeeper minutes for public comment
 - Discussed allocating 3 minutes to main speakers for and against a topic, and also for giving each additional speakers each and 1 minute for each with no more than 5-6 speakers for each side and/or topic during General Comment.
 - Discussed posting minutes and other pertinent information to our NC wall.
- E. Officer preparation for General Board Meeting
 - Tasks:
 - i. Set-up: Talked about the need for at least 3 members to help with NC meeting set up. Jose Pelico will have a volunteer sign-up sheet and job list.
 - ii. Ordering of translation: Jose
 - iii. Equipment: Jose picking up from storage
 - iv. Refreshments: No credit card or approved budget
 - v. Monthly Duties: Vivian reach out to board members
 - Committee Roles
 - i. President
 - 1. Print and upload GBM minutes
 - 2. Preview NC monthly reports for accuracy
 - 3. Maintain BHNC Board Calendar
 - ii. Vice President
 - 1. Review attendance for GBM and committees
 - 2. Notify members of cumulative absences and bylaws
 - 3. Create/maintain schedule and attendance sheet for gov't representatives
 - 4. Trach CIS submissions
 - 5. Order Translation Services

- iii. Treasurer
 - 1. Share monthly MER report
 - 2. Notify board of any outstanding receipts
- iv. Secretary
 - 1. Confirm committee dates
 - 2. Post calendar at cubical
 - 3. Reach out to libraries for events and posts to share
 - 4. Reach out to parks for events and posts to share
- v. PLUC
 - 1. Weekly checking of mailbox
 - 2. Review mail
 - 3. Review motion cover letter
- vi. Outreach
 - 1. Create powerpoint for GBM
 - 2. Schedule a community spotlight
 - 3. Social medial summary and list serve data
- vii. Exec Non-Chair members
 - 1. Vivian assist with attendance confirmation
 - 2. Vivian review which committee has not uploaded minutes
 - 3. Select a quote to write on white board
 - 4. Create list of tabling opportunities
 - 5. Create and maintain – non board committee contact list
 - 6. Create an excel sheet w/ information

F. Discussion/ Approval to approve agenda items:

- Community Spotlight
- Pledge of Allegiance
- Meeting called to order
- Roll Call
- General Public Comment
- Government Reports
- Executive Reports
 - i. President's Report
 - ii. Vice- Presidents Report
 - iii. Treasurer's Report
 - iv. Secretary's Report
- Consent Calendar
 - i. June Minutes
- Presenters
- Budget & Finance Committee
- Planning and Land Use Committee

- i. PlanCheck Liaison
 - ii. DWP MOU Oversight Committee Rep
 - Transportation and Environment Committee
 - i. Sustainability Alliance Representative
 - ii. Public Works Liaison
 - Outreach and Special Events Committee
 - i. Purposeful Aging Committee
 - ii. Homelessness Liaison
 - Neighborhood Committee
 - i. FilmLA
 - Rules and Elections Committee
 - i. Grievance Panel Liaison
 - ii. City Attorney Liaison
 - Ad-Hoc Historic Preservation Committee
 - Ad-Hoc Public Safety Committee
 - Announcements
 - Adjournment
- G.** Discussion and possible action to finalize agenda for General Board Meeting
 - Motion to approve by Veronica, Seconded by Vivian, (6,0,0,1) motion passes
- H.** Announcements
 - Wednesday, July 24, 2019 General Board Meeting @ Boyle Heights City Hall 6:15pm
- I.** Adjournment
 - Veronica P. motioned to adjourn, Vivian E. seconded it. Unanimous consent to approve
 - Meeting ended at 7:55 p.m.