

Neighborhood Council Budget Advocates

www.ncbala.com

City Hall
200 North Spring Street, Los Angeles, CA 90012

Saturday, June 24, 2017

12:30 pm

Minutes



Board Members	Roll Call	Region	Board Members	Roll Call	Region
John DiGregorio	Present	1	James Hornik	Present	6
Rick Ramirez	Present	1	Barbara Ringuette	Present	7
Kevin Davis	Present	1	Janet Kim	Present	7
Brian Allen	Present	2	Estuardo Ruano	Present	7
Diedra Greenaway	Present	2	Liz Amsden	Present	8
Glenn Bailey	Present	2	William Morrison	Present	8
Carol Newman	Present	3	Brigette Kidd	Present	9
Corinne Ho	Present	3	Valaida Gory	Present	10
Joanne Yvanek-Garb	Present	3	Eleanor Smith	Present	10
Adria Brody	Present	4	Carol Derby Davis	Present	10
Michael Menjivar	Present	4	Jay Handal	Absent	11
Howard Katchen	Present	4	Jon Liberman	Present	11
Patrick Seamans	Present	5	Jacqueline Kennedy	Present	11
Agnes Copeland	Present	5	Danielle Sandoval	Present	12
Adrienne Edwards	Present	5	Melanie Labrecque	Present	12
Jack Humphreville	Absent	5	Dr. Evangelist Princess	Present	12
Robert Newman	Present	6			

Call to Order – The meeting was called to order at 12:40 pm by Facilitator Ivan -----.

1. **Roll Call**: A quorum of 31 board members was present (see list above). John Darnell, DONE, Neighborhood Council Advocate, was also present.
2. **Public Comment**
 - a. Jeanette Hopp, BA from last term, commented that though she was not selected this term she will still come to meetings, and if someone drops out she would like to be considered to be a BA for this term.
3. **Introductions** – Name NC, interests, passions – In the interest of time this was deemed accomplished by roll call.
4. **2016-17 Co-Chair** – Welcome, history/overview of Budget Advocates, Responsibilities/potential paths for the upcoming year – Liz Amsden from Jay Handal
 - a. The most important thing that BAs need to know, as was reiterated by many of the speakers in the opening session, they want to get the community involved, and reach out throughout the NC system, and get them to care. We need people to work with us, and we need to know that when you commit do something, that you will do what you said you would.
5. **Discuss responsibilities of Co-Chairs** – Liz Amsden
 - a. Liz gave a brief overview of the duties of the Co-Chairs, which Include some of the following:
 - i. Set priorities and deadlines.
 - ii. Schedule meetings and set agendas.
 - iii. Act as members exofacial to all the committees.

- iv. Review all material sent out under Budget Advocates name.
- v. Problem solve.

6. **Nomination/Self Nomination** – Liz Amsden and Jay Handel were the only nominations, accordingly they were appointed by affirmation.

7. **Election of Co-Chairs** – Liz Amsden and Jay Handel were appointed.

8. **Discussion responsibilities of other positions for Executive Board** – Co-Vice Chairs, Treasurer, Secretaries, Parliamentarian – Co-Chair Liz Amsden gave a description of each position prior to nominations for each position

- a. **Vice-Chair Communication** – would work with the Co-Chairs for outreach to media, supervise the website and social media committees, and to ensure that the newspaper committee and other outreach issues are addressed.
- b. **Vice-Chair Administration** – would oversee trainings, mentors, follow up with BAs on responses to requests, check the website for timeliness of posts, handle logistics, ensure that BAs are current in their funding, ethics and code of conduct compliance, and generally handle any support issues that come up.
- c. **Secretary of Correspondence** – would make sure the minutes are taken and distributed to all BAs, preferably within three days after a meeting, work with the hired minute taker to interpret what is said on the phone and who is speaking, post the draft and final minutes on the website, and distribute any materials to the BAs.
- d. **Assistant Secretary of Training** – would supervise training, and make sure that information is given to the new BAs, make sure that information on the Departments, or access to information, is circulated, make sure that contact information for BAs and Budget Reps is current and correct.
- e. **Treasurer** – The Treasurer needs to be a very proactive position, particularly in contacting, and dealing with DONE.
- f. **Parliamentarian** – This year the position will need to do extensive updates to the bylaws.

9. **Nomination/Self Nomination**

- a. **Vice-Chair Communication** – Adrienne Edwards was the only person nominated, accordingly she was appointed by affirmation.
- b. **Vice-Chair Administration** – Brian Allen and Barbara Ringuette were nominated.
- c. **Secretary of Correspondence** – Jon Liberman was the only person nominated, accordingly he was appointed by affirmation.
- d. **Assistant Secretary of Training** – Jacqueline Kennedy was the only person nominated, accordingly she was appointed by affirmation.
- e. **Treasurer** – Danielle Sandoval, Howard Katchen and Brian Allen were nominated.
- f. **Parliamentarian** – Carol Newman, Glenn Bailey, and Dr. Princess were nominated.

10. **Election of Co-Vice-Chair Communications, Co-Vice-Chair Administration, Treasurer, Secretary, Assistant Secretary, Parliamentarian**

- a. **Vice-Chair Communication** – Adrienne Edwards was appointed by affirmation.
- b. **Vice-Chair Administration** – Barbara Ringuette received a majority vote.
- c. **Secretary of Correspondence** – Jon Liberman was appointed by affirmation.
- d. **Assistant Secretary of Training** – Jacqueline Kennedy was appointed by affirmation.
- e. **Treasurer** – The first vote was invalidated due to technical error. In the second round of votes Danielle Sandoval and Howard Katchen each received eleven votes, Brian Allen received eight votes. In the third round Howard Katchen received a majority vote.
- f. **Parliamentarian** – Carol Newman received a majority vote.

11. **Set meeting dates and retreat date**

Motion by **Danielle Sandoval** to continue with the current schedule and locations, second by **Barbara Ringuette**, and passed with 30 ayes (DiGregorio, Ramirez, Davis, Allen, Greenaway, Bailey, C. Newman, Ho, Yvanek-Garb, Brody, Menjivar, Katchen, Seamans, Copeland, R. Newman, Hornik, Ringuette, Kim, Ruano, Amsden, Morrison, Kidd, Gory,

Smith, Derby-Davis, Liberman, Kennedy, Sandoval, Labrecque, Princess), and one abstention (Edwards).

- 12. Set meeting of Executive to plan retreat and assign mentors to new BAs** – Liz Amsden
 - a. The retreat will be three to four hours. We will discuss what we want to do in the coming year. Go over some training for new BAs, get to know each other, and discuss some of the information received in today's regional breakout sessions.
 - b. Two possible dates, July 15th and July 22nd, were considered.
 - c. The Executive Board will discuss availability of a location and circulate information to BAs.
- 13. Brief discussion about setting meetings with departments to explore budget policies and parameters before they start their budgeting process** – Liz Amsden and Brian Allen
 - a. Liz commented that they want to set some meetings with Departments, and possibly embed some people in some departments, much earlier in the budgeting process, so that we have significant input in, as well as commenting on, the process.
 - b. Brian commented that BA meetings with Department General Managers last only about an hour or two. We don't get a chance, at that level, to ask anything more than very basic questions about their budget. If we could embed a few people for one to three days at the very beginning of the budget process, we could get detailed information as to what actually makes up that budget. Councilmember Krekorian commented that the Mayor's team would need to accept this idea.
 - c. We hope to start embedding people with a few Departments this year.
- 14. Brief discussion on requesting meeting with the Mayor about his Budget Proposal for FY2018-19** – Brian Allen commented that the thought is to get involved with the Mayor's team much earlier this year.
- 15. Secretary to complete and circulate minutes of this meeting** – Jon Liberman
- 16. Assistant Secretary to obtain circulate contact info to all** – track attendance starting this meeting and post to website – Jacqueline Kennedy
- 17. Things for all BAs to think about before the retreat** – Liz Amsden
 - a. Working with the NCs in your region – They will assign each BA three NCs in their area to report to on a regular basis. This will also be addressed at the retreat.
 - b. How to attract greater NC board and stakeholder involvement – They want to attract more involvement, if you know of someone who is passionate about one thing, try and get them to come and work with the BAs on that issue. This allows them to participate without a big commitment.
 - c. White Paper theme – Start thinking about a theme for this year's White Paper.
 - d. What types of committees do people want to setup / participate in? – Start thinking about what departments and/or committees you want to participate in.
 - e. Your own limitations: many BAs took on jobs did not fulfill, embarrassed BAs to mayor, don't volunteer. – Know your limitations, and if you commit, and then realize it's too much, reach out to the Co-Chairs. Don't just let things slide. You can continue with the things you can do and let go of those you realize you can't.
 - f. Anything else? – Danielle would like to get the BA motion/letter regarding city departments not asking NCs for funding of items that should be covered in their budgets out to the NCs.
- 18. Adjournment** – The meeting was adjourned at 2:30 pm. The next scheduled meeting will be the retreat, date and location to be announced.

Respectfully submitted, Sheryl Akerblom
for the Neighborhood Council Budget Advocates