



Serving the Silver Lake Community Since 2003

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Co-Chairs **Alexandra Aurisch**
Vice Chair **Seth Gottesdiener**
Treasurer **Daniel Weidlein**
Secretary **Maebe A. Girl**
Kevin Rutkowski

EXECUTIVE COMMITTEE MEETING BOARD MEETING AGENDA

Monday, Dec. 5, 2022 - 7:00pm-8:30pm

Zoom Online Meeting: <https://us02web.zoom.us/j/81097226232>

or by telephone by calling 877 853 5257 (Toll Free) and entering Webinar ID: 810 9722 6232

The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities. More detailed information can be found at the end of the agenda.

**TIMES ARE FOR REFERENCE ONLY. ITEMS MAY BE ADDRESSED OUT OF THE ORDER LISTED.
ALL ITEMS ARE FOR DISCUSSION AND POSSIBLE ACTION UNLESS OTHERWISE NOTED.**

- 1) **Call to Order/Roll Call** 7:00pm
- 2) **Welcome and rules for action on virtual meeting** 7:00pm
- 3) **Rules for action on agenda items** 7:02pm
Public and Board comment on all agenda items is limited to 1 minute per speaker INCLUDING answers to any questions posed. Pausing of speaker time will not be permitted. Time may be extended at Co-Chair's discretion.
- 4) **Public Comment on Non-Agenda Items** 7:03pm
1 minute per comment
- 5) **Administrative - Officer Updates** 7:05pm
- 6) **New Business** 7:10pm
 - a) [Co-Chairs] Discussion and possible action regarding Minute-taking at Regular/Special Governing Board Meetings and Committee Meetings including format and service/company to use
 - (i) Motion to change format of minute-taking to reduce minute-taking hours

Some examples: <https://greaterwilshire.org/board-agendas-minutes/>

- (ii) Motion for minute-taker not to need to attend meeting but instead review meeting video
- (iii) Motion to choose minute-taker for future SLNC Governing Board meetings

Requirements for reference:

Per SLNC Standing rules:

9. Board and Advisory Committee Minutes

Minutes will include Motion/Secunder and other decisions of the Board or Advisory Committees and a brief description of what was discussed and a brief summary of individual comments by the public.

39. (e) Statements Reported to Governing Board.

All summary statements/documents/papers drafted, adopted, and delivered to the City/State by the Advisory Committee should be included in the advisory committee's subsequent approved minutes to the Governing Board. Should the Board alter or amend the statement(s) or documents(s) as submitted, a revised statements/document shall be submitted in a timely fashion.)

Per BONC Requirements:

Minutes shall contain at a minimum the following information:

1. The start time of the meeting;
2. The roll call of the Neighborhood Council board members, noting the time of any members who arrive after the meeting is called to order or who leave before the adjournment of the meeting;
3. The actions taken on any agenda items, including the board vote count of each board member by name, noting how they voted: for, against, abstain, recused, ineligible, or absent, in roll call or other type of notation.

The minutes shall also note how the Neighborhood Council counts abstentions.

<https://empowerla.org/wp-content/uploads/2019/03/Amended-Minutes-Policy-Resolution1-03.18.19.pdf>

- b) [Co-Chairs] Website updates

7) Future Executive Committee and Governing Board Items	7:50 pm
Adjournment	8:30pm

VIRTUAL MEETING TELECONFERENCING NUMBER FOR PUBLIC PARTICIPATION

IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE SILVER LAKE NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION. Every person wishing to address the Neighborhood Council must dial **(669) 900-6833** and enter **[810 9722 6232]** and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested dial *9, when prompted by the presiding officer, 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 1 minute per speaker, unless adjusted by the presiding officer of the Board.

Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

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 the Department of Neighborhood Empowerment by email: NCsupport@lacity.org or phone: (213) 978-1551. 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 by clicking on the following link: www.silverlakenc.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@silverlakenc.org.

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 the SLNC Secretary, al (323) 413-7562 o por correo electrónico secretary@silverlakenc.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; www.silverlakenc.org In addition, if you would like a copy of any record related to an item on the agenda, please contact Albert Andrade at 323-919-1375 or email: secretary@silverlakenc.org

PUBLIC POSTING OF AGENDAS – Silver Lake Neighborhood Council agendas are posted for public review as follows:

- Silver Lake Recreation Center, 1850 West Silver Lake Drive, Los Angeles, CA 90026
- www.SilverLakeNC.org
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at: <https://www.lacity.org/government/subscribe-agendasnotifications/neighborhood-councils>

BYLAWS - The Bylaws are available at our Board meetings and on our website:

<https://silverlakenc.org/wp-content/uploads/2015/06/SLNC-Approved-Bylaws-11102020.pdf>

STANDING RULES – The Standing Rules are available at our Board meetings and on our website:

https://silverlakenc.org/wp-content/uploads/2015/06/SLNC_Standing_Rules_March_2021.pdf

NOTICE TO PAID REPRESENTATIVES -

If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

RECONSIDERATION AND GRIEVANCE PROCESS

For information on the Silver Lake Neighborhood Council's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the SLNC

STATE OF CALIFORNIA PENAL CODE SECTION 403

(Amended by Stats, 1994, Ch. 923, Sec. 159. Effective January 1, 1995.) – Every person who, without authority of law, willfully disturbs or breaks up any assembly or meeting that is not unlawful in its character, other than an assembly or meeting referred to in Section 302 of the Penal Code or Section 18340 of the Elections Code, is guilty of a misdemeanor.