



Winnetka Neighborhood Council
GENERAL BOARD SPECIAL MEETING MINUTES
Tuesday, May 16, 2023, 7:00 PM
Winnetka Convention Center,
20122 Vanowen St. Winnetka, CA 91306



(Located next to Winnetka Bowl, ground floor of hotel)

With Live Streaming Teleconference using Zoom

The public is encouraged to join the meeting **in person**, or by:

[1] going to [WNC Zoom](#) Password: WNCBOARD

[2] Calling US Toll-free: 833 548 0282, 877 853 5257, 888 475 4499 or 833 548 0276

Local: 669-900-6833, 253-215-8782, 346-248-7799, 312-626-6799, 929-205-6099, 301-715-8592

Meeting ID: 815 4199 4845 Password: 70345092

board@winnetkanc.com | www.winnetkaNC.com | @winnetkaNC

| President | Treasurer | Secretary | Parliamentarian |
|-----------------------|----------------------------|------------------------------------|----------------------------------|
| David Uebersax | Samantha Ludwig | Elizabeth Chapman | Mikhail Anthony Maniyan |
| Vice-President | Assistant Treasurer | Assistant Secretary | Assistant Parliamentarian |
| Erick Lace | Jonathan Vickburg | Victor Lerma | Vacant |
| Board Members | | | |
| Judith Giglio | Alexander Tsao | Vacant | Ajantha Sriramya |
| Keith Sader | Stephen Wheatly | Holden Tsao - Youth Representative | |

The Winnetka Neighborhood Council holds its regular meetings on the second Tuesday of every month and may also call any additional required special meetings in accordance with its Bylaws and the Brown Act.

VIRTUAL MEETING TELECONFERENCING NUMBER FOR PUBLIC PARTICIPATION

Every person wishing to address the Neighborhood Council may join **IN PERSON** or by going to [WNC Zoom](#)

(<https://us02web.zoom.us/j/81541994845?pwd=Nmw5MjRkL1piUjRkKbGhOeWY1SVN6Zz09>, Meeting ID: 815 4199 4845, Password: WNCBOARD) or by dialing either (669) 900 6833 or (253) 215 8782 or (346) 248 7799 or (312) 626 6799 or (929) 205 6099 or (301) 715 8592, entering 815 4199 4845 and then press # to join the meeting, followed by the password 70345092 and then #. One tap mobile: +16699006833,,81541994845#,,,,,0#,70345092# US (San Jose)+13462487799,,81541994845#,,,,,0#,70345092# US (Houston)

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS

Instructions on how to sign up for public comment will be given to listeners at the start of the meeting, or per the following:

[1] emailing board@winnetkanc.com, [2] by clicking the 'raise hand' button via Zoom during the period allotted for public comment, or [3] by dialing *9 (if joining the meeting via telephone) to 'raise hand' during the period allotted for public comment 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 when the respective item is being considered.

GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS

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. AB 361 UPDATES: 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.

PUBLIC POSTING OF AGENDAS

The agenda for a regular or special meeting is posted for public review within Winnetka, 91306, at the following location: Winnetka Recreation Center, 8401 Winnetka Ave., CA 91306 and are available on our website at www.winnetkanc.com. Additionally, supporting documents distributed to Board Members pertaining to Agenda Items will be posted for Download as well. You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at the website: <https://www.lacity.org/government/subscribe-agendasnotifications/neighborhood-councils>

1) GENERAL WELCOME [5 min]

2) CONVENE MEETING and PLEDGE OF ALLEGIANCE [1 min]

3) **BOARD MEMBER ROLL CALL** [2 min]

| Board Member | Jun 14 | Jul 12 | Aug 10 | Sep 13 | Oct 11 | Oct 13 † | Nov 8 | Dec 13 | Jan 10 | Feb 8 † | Feb 14 | Mar 14 | Apr 11 | May 9 | May 16 † |
|-------------------|--------|--------|--------|--------|--------|----------|-------|--------|--------|---------|--------|--------|--------|-------|----------|
| Ajantha Sriramy | A | A | L | A | A | A | A | X | X | X | X | L | X | V | A |
| David Uebersax | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| Erick Lace | X | X | A | X | X | X | E | X | X | X | X | X | X | X | X |
| Judith Giglio | L | X | X | X | X | X | X | X | A | A | X | X | V | V | A |
| Samantha Ludwig | X | LE | X | X | X | X | X | X | X | X | X | X | X | X | X |
| Alexander Tsao | X | A | X | X | X | X | X | X | X | X | X | X | LE | X | X |
| Jonathan Vickburg | X | X | X | X | X | X | X | X | X | X | X | X | X | X | A |
| Victor Lerma | X | L | L | LE | L | L | X | A | L | A | L | L | X | X | R |
| Mikhail Maniyan | X | X | X | X | X | A | X | A | X | A | X | X | X | X | X |
| Elizabeth Chapman | X | X | X | X | X | A | X | X | X | X | X | X | X | X | X |
| Keith Sader | A | X | X | A | X | A | X | X | A | A | X | A | X | X | X |
| Stephen Wheatly | / | / | / | / | X | X | L | X | L | X | L | X | V | A | A |
| Holden Tsao | / | / | / | / | / | / | / | / | X | X | A | X | LE | X | X |
| Shania Accius | X | X | X | X | LE | X | X | X | X | A | X | X | X* | / | / |
| Melissa Pressman | X | X | X | X | X | E | X | X | X | X | X | X | /* | / | / |
| Marwa Mulk | X | X | X | / | / | / | / | / | / | / | / | / | / | / | / |

X/V = Present/Virtual, A = Absent, E = Excused, /=Not on the Board at this time, L = Late, LE = Left early, †=Special Meeting (8 present for quorum)

- 4) **MEETING RULES & ANNOUNCEMENTS:** The Board may take action on any item on the agenda which may be taken out of order.
- 5) **PUBLIC COMMENT:** Comments from the public on any items not specifically listed on this agenda. Board Members should not address or discuss these comments other than to direct matters to the appropriate Winnetka NC committee or other agency. [3 min each]
- 6) **TREASURER’S REPORT:** (Ludwig/Uebersax) Discussion and possible Action regarding the status of Winnetka NC finances, Funding portal, and any additional reports as needed.
- A Discussion, review, and approval of Monthly Expense Reports (MER) for April 2023
- **MOTION:** “The Winnetka NC Board has reviewed the April 2023 Monthly Expenditure Report. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk.” (Ludwig//Uebersax) **(WNC-2023-0516-6A)**
- B Discussion and possible motion on using the funded \$5800 (paid to L.A. Flyer as part of the 2021-2022 Fiscal Year) for the 2022 WNC Newsletter to cover issuing a Public Safety Mailer instead. (Due to multiple committee membership changes and multiple content revisions, the already funded newsletter has not yet been printed.) **(WNC-2023-0516-6B)**

Samantha: Rolling over the money designated for the Newsletter that has undergone extensive revision to be used instead for a Public Safety Mailer.

Alex: The next mailer may be more geared toward the Neighborhood Watch program.

Samantha motions to move the money designated for the Newsletter to be used for a Public Safety Mailer, seconded by Erick

| Board Member | Yes | No | Abstain | Ineligible | Recused | Absent |
|-------------------|-----|----|---------|------------|---------|--------|
| Ajantha Sriramya | | | | | | X |
| David Uebersax | X | | | | | |
| Erick Lace | X | | | | | |
| Judith Giglio | | | | | | X |
| Samantha Ludwig | X | | | | | |
| Alexander Tsao | X | | | | | |
| Jonathan Vickburg | | | | | | X |
| Victor Lerma | | | | | | X |
| Mikhail Maniyan | X | | | | | |
| Elizabeth Chapman | X | | | | | |
| Keith Sader | X | | | | | |
| Steven Wheatley | | | | | | X |
| Holden Tsao | | | | X | | |

(7 yes, 1 ineligible, 5 absent)

C Discussion and action with regard to adjustments to the 2023-2023 Fiscal Year Budget to encompass expenditures proposals pending and previously approved:

- Neighborhood Purposes Grants Expenditures Category
 - 1) Juneteenth Community Celebration: MOTION: “The Winnetka NC Board has reviewed the Neighborhood Purposes Grant in the amount of \$5000 and authorizes the Treasurer to submit the application to the City Clerk. **(WNC-2023-0516-6C1)**

Samantha: Zawadi introduction. They have changed the venue to Pierce College. Revisions, section 3. Rental of the canopies is on the NPG this year, last year’s NPG was for purchase of canopies and tables for the food distribution program.

Shania: This event serves over 1000 people, many neighborhoods. Event is free. June 17, 2023 1-6pm @ Rocky Young Park at Pierce College.

Erick motion to approve the NPG for \$4,980 as submitted, Mikhail seconded

| Board Member | Yes | No | Abstain | Ineligible | Recused | Absent |
|-------------------|-----|----|---------|------------|---------|--------|
| Ajantha Sriramya | | | | | | X |
| David Uebersax | X | | | | | |
| Erick Lace | X | | | | | |
| Judith Giglio | | | | | | X |
| Samantha Ludwig | X | | | | | |
| Alexander Tsao | X | | | | | |
| Jonathan Vickburg | | | | | | X |
| Victor Lerma | | | | | | X |
| Mikhail Maniyan | X | | | | | |
| Elizabeth Chapman | X | | | | | |
| Keith Sader | X | | | | | |

| | | | | | | |
|-----------------|--|--|--|---|--|---|
| Steven Wheatley | | | | | | X |
| Holden Tsao | | | | X | | |

(7 yes, 1 ineligible, 5 absent)

- 2) Sunny Brae Elementary School Graduation Ceremony: MOTION: “The Winnetka NC Board has reviewed the Neighborhood Purposes Grant in the amount of \$500 for Sunny Brae Elementary School and authorizes the Treasurer to submit the application to the City Clerk. **(WNC-2023-0516-6C2)**

Erick motions to approve \$500 for Sunny Brae with amendment to ensure date compliance, seconded by Samantha

| Board Member | Yes | No | Abstain | Ineligible | Recused | Absent |
|-------------------|-----|----|---------|------------|---------|--------|
| Ajantha Sriramya | | | | | | X |
| David Uebersax | X | | | | | |
| Erick Lace | X | | | | | |
| Judith Giglio | | | | | | X |
| Samantha Ludwig | X | | | | | |
| Alexander Tsao | X | | | | | |
| Jonathan Vickburg | | | | | | X |
| Victor Lerma | | | | | | X |
| Mikhail Maniyan | X | | | | | |
| Elizabeth Chapman | X | | | | | |
| Keith Sader | X | | | | | |
| Steven Wheatley | | | | | | X |
| Holden Tsao | | | | X | | |

(7 yes, 1 ineligible, 5 absent)

- 3) Neighborhood Purposes Grants previously approved. MOTION: “The Winnetka NC Board has reviewed the status of NPG Expenditures Category for the 2022-2023 Budget Year items funded, and authorizes the Treasurer to amend the current Budget to include the following items previously approved: **(WNC-2023-0516-6C3)**
- (a) \$750 for Sutter Middle School approved on 5/9/2023.
 - (b) \$500 for Limerick Elementary School approved on 5/9/2023.
 - (c) \$500 for Winnetka Elementary School approved on 5/9/2023.
 - (d) \$500 for Stanley Mosk Elementary School approved on 5/9/2023.
 - (e) \$500 for Fulbright Elementary School approved on 5/9/2023.

Elizabeth motions to amend the current budget by moving \$5,500 from Outreach to NPGs, Erick seconded

| Board Member | Yes | No | Abstain | Ineligible | Recused | Absent |
|------------------|-----|----|---------|------------|---------|--------|
| Ajantha Sriramya | | | | | | X |
| David Uebersax | X | | | | | |
| Erick Lace | X | | | | | |

| | | | | | | |
|-------------------|---|--|--|---|--|---|
| Judith Giglio | | | | | | X |
| Samantha Ludwig | X | | | | | |
| Alexander Tsao | X | | | | | |
| Jonathan Vickburg | | | | | | X |
| Victor Lerma | | | | | | X |
| Mikhail Maniyan | X | | | | | |
| Elizabeth Chapman | X | | | | | |
| Keith Sader | X | | | | | |
| Steven Wheatley | | | | | | X |
| Holden Tsao | | | | X | | |

(7 yes, 1 ineligible, 5 absent)

- 4) Outreach Expenditures Category previously approved. . MOTION: “The Winnetka NC Board has reviewed the status of Outreach Expenditures Category for the 2022-2023 Budget Year items previously funded and authorizes the Treasurer to amend the current Budget to include the following items previously approved: **(WNC-2023-0516-6C4)**
- (a) \$1000 for Budget Advocacy through Neighborhood Council Budget Advocates, including the upcoming 2023 Neighborhood Council Budget Day on June 17th.
 - (b) \$1000 to support and sponsor the upcoming 2023 Congress Of Neighborhoods planned for September 23.

D Discussion as to proposals prior to preparation of 2023-2024 Fiscal Year Budget.

- Community Improvement Projects and/or Outreach Expenditures Categories:
 - 1) Discussion and possible action to request funding for 2023-24 Fiscal Year Budget to support and/or sponsor events (such as Spring Clean and Tree Giveaways) and cleanup efforts. MOTION: “The Winnetka NC Board agrees to Budget for the 2023-2024 Fiscal Year up to \$1000 for events and cleanups for food, beverages, and supplies. **(WNC-2023-0516-6D1)**

David motions to approve the budget item for \$1000 for events, Erick seconded

| Board Member | Yes | No | Abstain | Ineligible | Recused | Absent |
|-------------------|-----|----|---------|------------|---------|--------|
| Ajantha Sriramya | | | | | | X |
| David Uebersax | X | | | | | |
| Erick Lace | X | | | | | |
| Judith Giglio | | | | | | X |
| Samantha Ludwig | | X | | | | |
| Alexander Tsao | X | | | | | |
| Jonathan Vickburg | | | | | | X |
| Victor Lerma | | | | | | X |
| Mikhail Maniyan | X | | | | | |
| Elizabeth Chapman | | X | | | | |
| Keith Sader | X | | | | | |
| Steven Wheatley | | | | | | X |
| Holden Tsao | | | | X | | |

(5 yes, 2 No, 1 ineligible, 5 absent)

- Neighborhood Purposes Grants Expenditures Category
 - 2) Discussion and Possible Action with regard to Youth Advocacy Committee plans and funding for NPG’s and activities in the amount totaling \$5250. MOTION: “The Winnetka NC Board agrees to Budget for the 2023-2024 Fiscal Year for NPG’s and activities in the amount totaling \$5250. **WNC-2023-0516-6D2)**

Erick motions for the budget to include \$5,250 for NPGs, Alex seconded

| Board Member | Yes | No | Abstain | Ineligible | Recused | Absent |
|-------------------|-----|----|---------|------------|---------|--------|
| Ajantha Sriramya | | | | | | X |
| David Uebersax | X | | | | | |
| Erick Lace | X | | | | | |
| Judith Giglio | | | | | | X |
| Samantha Ludwig | | X | | | | |
| Alexander Tsao | X | | | | | |
| Jonathan Vickburg | | | | | | X |
| Victor Lerma | | | | | | X |
| Mikhail Maniyan | X | | | | | |
| Elizabeth Chapman | X | | | | | |
| Keith Sader | | X | | | | |
| Steven Wheatley | | | | | | X |
| Holden Tsao | | | | X | | |

(5 yes, 2 No, 1 ineligible, 5 absent)

E Follow-up discussion and possible action regarding detail of WNC branded items to be purchased per December approval of up to \$5000 to be used as supplies are being expended.

10)GOOD OF THE ORDER [2 min]

11)MEETING 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 and/or either:

- The Winnetka NC Board Secretary via email at secretary@winnetkanc.com, or
- The Winnetka NC President at 818-992-1650, or via email at duebersax@winnetkanc.com.

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 Winnetka Recreation Center, 8401 Winnetka Ave., CA 91306 and are available on our website at www.winnetkanc.com 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 the Winnetka NC Board Secretary via email at ECHAPMAN@WINNETKANC.COM or email duebersax@winnetkanc.com.

RECONSIDERATION AND GRIEVANCE PROCESS

The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place immediately following the original action or at the next regular meeting. The Board, on either of these two days, shall: (1) Make a Motion for Reconsideration and, if approved, (2) hear the matter and Take an Action.

If the motion to reconsider an action is to be scheduled at the meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) A Motion for Reconsideration on the described matter and (2) a {Proposed} Action should the motion to reconsider be approved. A Board member who has previously voted on the prevailing side of the original action taken can only make a motion for reconsideration.

If a motion for reconsideration is not made on the date the action was taken, then a Board member on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Brown Act.

PROCESS FOR FILING A GRIEVANCE

Any grievance by a Stakeholder must be submitted in writing to the Secretary of the Board of Directors. The Secretary shall then within no more than 30 days refer the matter to an ad-hoc grievance panel comprised of 3 Stakeholders who are randomly selected by the Council Secretary from a list of Stakeholders who have previously expressed an interest in serving from time to time on such a grievance panel. The Secretary will coordinate a time and a place, not to exceed 10 days, for the panel to meet with the person(s) submitting a grievance and to discuss ways in which the dispute may be resolved.

Thereafter, a panel member shall promptly prepare a written report to be forwarded by the Secretary to the Board to be heard at the next board meeting outlining the panel's collective recommendations for resolving the grievance. The Board of Directors may receive a copy of the panel's report and recommendations prior to any meeting by the Board, but the matter shall not be discussed among the Board members until the matter is heard at the next regular meeting of the Board pursuant to the Ralph M. Brown Act.

This formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board at one of its meetings. Those grievances can be aired at the Board meetings. This grievance process is intended to address matters involving procedural disputes, e.g., the Board's failure to comply with the Board's Rules or Bylaws, or its failure to comply with the City's Charter, the Plan, local ordinances, state law, and/or federal law.

In the event that a grievance cannot be resolved through this grievance process, the complainant has the right to appeal the matter to the Department of Neighborhood Empowerment for consideration or dispute resolution.

SERVICIOS DE TRADUCCION

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE AVISAR AL CONCEJO VECINAL 3 DIAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. POR FAVOR CONTACTE VICTOR LERMA AL (818) 314-0333 O POR CORREO ELECTRÓNICO SECRETARIA ELIZABETH CHAPMAN ECHAPMAN@WINNETKANC.COM PARA AVISAR AL CONCEJO VECINAL O SI NECESITA AYUDA CON ESTA AGENDA,

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 §§ 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.