

**Harbor Gateway North Neighborhood Council
Special Board Meeting of October 16, 2010
Harbor Gateway Community Center
802 W. Gardena Blvd.**

Present: Rosalie Preston (Chairperson), Delores Allmond (Vice Chairperson), Neodros Bridgeforth (Corresponding Secretary), Joan Jacobs (Treasurer), Adrian Valenzuela (District 2), Rey Paduani (District 3), Betty Hawkins (District 4), Marvin Bell (District 6), Paris Miller (District 7), Gloria Christmas (District 8), Kandee Lewis (Youth Representative), Leo Youngblood (At-Large Representative), and Eva Cooper (At-Large Representative)

Also present as stakeholders: Betty Booker (District 6), Vivian Countee (District 6), Yolanda and Art Cramer (District 1), Donald Hartwill (District 4), Erica Payne (District 3), Elayne Simpson (District 5), Ray Washington (District 4), and Kellie Weaver (District 3)

Facilitators: Carol Ojeda Kimbrough and Rose Ibanez

The Board retreat was called to order at 10:00 a.m.

1) Meet and greet: what are the background and interests of each Board member?

Stakeholders present introduced themselves. Board members gave a little background as to their experiences and what they hoped to accomplish. Some of the concerns expressed were the need to clean up along Gardena Blvd., a new use for the old United Methodist Church on 165th Place in District 1, clean up along the 110 freeway, e-waste recycling events, clean-up along the railroad tracks south of Rosecrans Park, close the entrances at 120th and Hoover and 121st and Figueroa into Athens on the Hill neighborhood, creation of a skateboard park in District 8, more youth activities and participation, increased stakeholder participation, increased awareness of the HGNNC by stakeholders, inter-communication among neighborhoods, increased ability to play soccer within the HGNNC, cleaner neighborhoods, installation of a sidewalk along the west side of Figueroa south of 149th Street, fewer liquor stores, and invitations to agencies with expert knowledge of HGNNC issues at meetings.

2) Top priorities for the 2010-2011 fiscal year, with special guest speaker Justin Brimmer from Councilwoman Janice Hahn's office:

Justin Brimmer discussed the Gateway-wide event which is in the planning stages, with a first committee meeting on October 19 at 7 p.m. It is an event which will unite the northern and southern parts of the Gateway and hopefully become an annual event. The location will be the Gardena High School football field and the date will be sometime in late April/early May.

As to the issue of too many liquor stores wishing to open within HGNNC boundaries, Justin said this was an issue for the Chairperson to bring to the Neighborhood Council roundtable which Councilwoman Hahn is hosting for Neighborhood Council presidents on October 28 because this is a 15th District-wide issue. As is the need to be pro-active on development issues throughout the HGNNC.

Justin talked about the proposed Citywide Youth Council for those 14-22. Justin will be meeting with all schools in the 15th Council District to talk about training youth to work on improving their communities. Councilwoman Hahn will be donating \$350 to Rosecrans Recreation Center via a local non-profit, to be used for the Halloween Carnival. He discussed the small turnout for the DWP meeting in San Pedro and encouraged each District representative

and the At-Large Representatives to have a list of ten to twenty community people ready to contact for attending key meetings. He then announced that Kandee Lewis, HGNNC Youth Representative, has just been appointed by Mayor Villaraigosa to the Harbor Area Planning Commission.

Carol Ojeda discussed how in order to have a successful community event, they should be something that most people want to participate in. She also suggested holding joint events with churches, schools, and other community groups. The HGNNC website should have the ability to count the number of people visiting the website as a way of measuring its effectiveness. Flyers need to be left at schools, churches, and other community locations. Bumper-sticker like labels can be printed in Spanish to put onto banners and signs to advertise the HGNNC and its events.

The following goals for 2010-2011 were stated by Board members and stakeholders: more block clubs in District 6, the creation of an Economic Development Task Force, the reduction of electronic waste, clean up in District 3, improved street cleaning service in Districts 3 and 6, the filling of the two Board vacancies, outreach to businesses located within the HGNNC, a get-to-know-your-neighbors day/street fair, street closures in District 5, involving three businesses in each District to help with the clean up days, an early April Health Fair with various giveaways, Emergency Preparedness training in each District and also Council-wide, 10 new participants from each District, give-away of backpacks with business support, further beautification of Gardena Blvd., more speakers at meetings from City departments, restriction of large trucks parking along Figueroa next to residential neighborhoods, a skateboard park in District 8, more stakeholder participation, a street fair with vendor booths, creation of a photo I.D. from the City to make requests for donations from businesses look more authentic, block club parties to encourage more cooperation between the City and neighborhoods, repair of badly cracked sidewalks, clean-up of illegal dumping near the 110 freeway bypass road between Vermont and Hoover, and the late April Harbor Gateway cultural outreach event. Of these, the top five voted on were:

January: Emergency Preparedness events

Early April: Health Fair with electronic waste round-up

Late April: Harbor Gateway cultural outreach concert

May: District clean up days, including electronic waste

June: Street Fair

3) Examining techniques for improving outreach, especially to increase participation by Hispanic stakeholders and younger stakeholders: Rose Ibanez used data from the Healthy City website (www.healthycity.org) to summarize HGNNC demographics. She pointed out that when doing projects, more than one Board member has to be involved and to make sure that the selected projects fit the community's priorities so that there will be more stakeholder involvement. She suggested having more communication in Spanish, including on the website. Communication needs to go out to stakeholders on a regular basis. Maintain a master calendar of events.

4) How does a meeting work? Making motions, discussion, conflict, etc.: Robert's Rules of Order (or the Rosenberg's Rules of Order which the HGNNC bylaws specify) should be seen as methods for conducting a meeting in an orderly manner. They can be adapted to fit any situation

or group. Watching how the City Council or a City Council Committee conducts itself on channel 35 or via the Council phone is helpful in learning the basics of procedure.

The Chairperson is in charge of running the meeting (but is not a dictator). Those giving reports need to be brief; it helps to prepare your report in writing to read out, with a copy for the Recording Secretary. Sending out the minutes in advance for review can help speed up the meeting.

When making a motion, propose some type of action or stand on an issue. Once the motion has a second, then discussion can begin. The Chairperson should acknowledge those wishing to speak in order of the raised hands or from left to right around the room or table. Once your viewpoint has been expressed, try not to repeat those comments but just say, "I agree with....." Keep your comments to no more than two minutes so as to keep to the time limits on the agenda. The mover of the motion can make the last comment. During discussion, the motion can be amended. Those wishing to comment must wait their turn to speak until recognized by the Chair. Avoid side conversations which disrupt the meeting. The Chairperson takes the lead in calling for the voting. The Chairperson has the responsibility to conduct the meeting and Board members need to support the Chair in running the meeting smoothly. The Chair should have a gavel to use when necessary in calling for order.

5) Wrap up/next steps: Put the goals from this meeting on each month's agenda so that the progress on carrying out each of the five projects for the year is discussed. This report can include progress on the number of new stakeholders who have participated in meetings and events or have called a Board member or the office. Please invite Carol and Rose to each of the five events which occur throughout 2011.

The meeting was adjourned at 2:00 p.m.

Minutes taken by Rosalie Preston