

**Harbor Gateway North Neighborhood Council
Board Meeting of September 18, 2007**

Present: Adrian White (Chair), Rosalie Preston (Recording Secretary), Joan Jacobs (Corresponding Secretary), Gloria Christmas (Treasurer), Adrian Valenzuela (District 2), Rey Paduani (District 3), Llewyn Fowlkes (District 5), Willie Blackmon (District 6), Mattie Menser (District 7), Leo Youngblood (District 8), Neodros Bridgeforth (Faith Based Representative), and Dr. Peter Rivera (Community Organization Representative)

The meeting was called to order at 7:10 p.m. by Chairman Adrian White.

1) **Public Comment:** Lu Watson suggested redesigning the agenda/flyer to include the logo map of the eight districts, a logo which was used in the early days of the HGNNC. Mattie Menser suggested resuming provision of refreshments for the meetings as was done during the first year of the HGNNC. Board members pointed out that someone would have to arrange for the monthly catering.

2) The **minutes of the June 19 Board meeting** were approved as presented with Dr. Peter Rivera making the motion, Neodros Bridgeforth seconding and the motion passing 11-0.

3) **Treasurer's report:** Gloria Christmas reported that \$487.11 had been spent for office supplies including Microsoft Office software for the office computer. The personalized pens and flashlight keyrings have been paid for, with the keyrings coming out of the Emergency Preparedness fund. Two monthly telephone bills have also been paid. Joan Jacobs moved, Dr. Peter Rivera seconded and the motion carried 11-0 to accept the report.

There was discussion about various methods of rekeying the HGNNC office at 802 W. Gardena Blvd., such as a traditional lock, keyless, or electronic with an audit trail. A motion was made to rekey the office in the traditional way, with seven keys made for the executive board members, Boys and Girls Club emergency use, and one for the future office assistant, for approximately \$75 and to reconsider more expensive methods if the security of the office becomes an issue during the coming year. The funds will come from the Office Equipment account. (Leo Youngblood moved, Dr. Peter River seconded, and motion passed 11-0)

A motion was made to pay for each Board member to have a box of 250 business cards made via the Department of Neighborhood Empowerment for \$20.05 per box, with the funds coming from the Office Supplies account. (Leo Youngblood moved, Rey Paduani seconded, and motion passed 11-0)

There was discussion of updating the HGNNC web page which is currently hosted by Velarium, the company which created the web page about two years ago. They need to bill us \$15 a month for web hosting and will charge \$75 per hour for updating information in fifteen minute segments. Most of our updates should cost about \$20. Dr. Peter Rivera moved and Willie Blackmon seconded the motion to create a budget line item for the web page at \$250 per quarter, transferring the money from the Office

Maintenance fund and to re-activate our web page with Velarium, with re-evaluation of their services after a period of time. (The motion carried 11-0)

4) **Oct. 13 Health Fair Committee Report:** After discussion of the progress so far on obtaining health providers to attend the fair, organizations who will staff the booths, the entertainment, and food to be provided to volunteers and attendees, Neodros Bridgeforth moved and Leo Youngblood seconded spending up to \$12,000 for this event from the appropriate accounts. The motion passed 11-0. The HGNNC would like to replace the portable, double-barreled pit barbecue at the Rosecrans Recreation Center with a new one which would be secured in the locked storage shed at the park when not in use for events, such as our Health and Community Outreach Fair. It was moved by Dr. Peter Rivera, seconded by Leo Youngblood, and passed 11-0 to spend up to \$500 for the barbecue from the Neighborhood District Funding account as the park is within District 3 boundaries.

5) **Swearing in of new Board in October:** There was discussion of whom to invite to this ceremony which will take place on October 23 during the General Membership meeting. Invitations will be made to Mayor Villaraigosa, Councilwoman Janice Hahn, and DONE General Manager and DONE Assistant General Manager BongHwan Kim. Food will be provided for all of those attending. Rey Paduani moved, Dr. Peter Rivera seconded, and it was passed 11-0 to spend up to \$1000 for the food and beverages for this event.

6) **Letter to City agencies regarding the need for regular tree trimming:** There was discussion of the long waits to have City parkway trees trimmed, especially palm trees which should be trimmed every year. District 6 raised this issue and District 2 also has historic palm trees which are not trimmed often enough. The HGNNC will write Councilwoman Hahn, the Mayor, and Street Services about additional funding to improve this situation. (Neodros Bridgeforth moved and Dr. Peter Rivera seconded, and it passed 11-0).

7) **Review of agenda items for the Sept. 25 General Membership meeting:** The various items for the agenda were discussed, including the one hour of Board training on the budget and financial matters at 6 p.m.

8) **Announcements:** Dr. Peter Rivera again mentioned that Habitat for Humanity is seeking a block of houses within the HGNNC which could be rehabilitated. The Mayor's Community Budget Day is Sat. October 13 from 9 a.m. to noon at City Hall and some from the HGNNC should attend though it is the same time as the Health Fair. There is a Communications Institute sponsored by NALEO for Neighborhood Councils on Sat. Sept. 22 and Sat. Sept. 29 from 9 a.m. to 12 p.m.

The meeting was adjourned at 9:17 p.m.

Minutes taken by Rosalie Preston