

Harbor Gateway North Neighborhood Board Meeting
Monday, June 26, 2017
Harbor Gateway Community Center, 802 W. Gardena Blvd.

Present: Pamela Thornton (Chairperson), Saira Cooper (Vice Chairperson), Rosalie Preston (Recording Secretary), Joan Jacobs (Treasurer), Clyde Noguchi (District 2), Rey Paduani (District 3), Betty Hawkins (District 4), Llewyn Fowlkes (District 5), Marvin Bell (District 6), Janet Mitchell (District 7), Deborah Lee (Community Organization Representative), and Eva Cooper-Pace

1) Welcome/introductions: The meeting was called to order at 7:08 p.m. by Chair Pamela Thornton.

2) Public Comment on non-agenda items: There was no public comment.

LAPD report: Senior Lead Officer Carmen Gutierrez was present and said that she would report via email regarding the status of the increase in burglaries in District 4.

3) Board governance

a) Status of office/meeting space: Chair Pamela Thornton reported that she had been working with Jeff Brill for the past six months on finding a better office and meeting space, but no final report has been made. It is expected that the HGNNC will have a bigger office and Council District 15 will have a field office in the building. If Council District 15 is on site, then there will be more support for building upkeep from the Department of General Services

b) Office clean up schedule: The office needs to have the salvage items removed so that if the HGNNC does move into another space, we will be ready on short notice. After the salvage items are removed, Board members will help re-organize the space on Saturday July 22 and Sat. July 29.

c) Office hours and Board business operations: Pamela said that last year she scheduled regular office hours but no one showed up. She will have office hours this fiscal year by appointment.

5) Recommendation for removal and replacement District 1 Representative: Chair Pamela Thornton said that she had been advised by the Department of Neighborhood Empowerment to forego discussion of agenda item 5. Pamela was advised to wait for the City Attorney to provide legal guidance on the matter.

4) Standing Rules

a) Roles and responsibilities

1) Board members: Pamela reminded Board members to be on time for meetings so that a quorum of nine Board members can be achieved and the meeting can proceed. Be prepared for the meeting by reading over the agenda, minutes, and other reports ahead of time. She asked that the reports, including the monthly expenditure report, be sent out the Friday before a Tuesday Board meeting to allow enough time for review.

2) Committee chairs: Pamela said that the Committee Chairs should schedule the meetings and lead the work of the Committee.

b) Attendance policy per Bylaws: The HGNNC Bylaws state in Article V Governing Board Section 7B. Absences says "Board members are expected to attend all Board of Directors meetings and HGNNC general meetings. Each Board Member absence shall be recorded in the

Council's meeting minutes or other manner of Council record keeping. Excessive absences may be grounds for removal. Absence from four (4) consecutive meetings or four (4) meetings during a twelve (12) month period shall be deemed a failure to consistently attend, excluding excused absences, and result in removal from the Board. Any meeting of the Neighborhood Council Governing Board, scheduled and noticed as per the Brown Act, shall constitute a meeting for the purpose of determining Board Member attendance." Article V Section 9 Removal states "The Board may remove any Board member whenever the best interests of the HGNNC would be served. No Officer shall be removed for any arbitrary, capricious or discriminatory reason. If an Officer fails to consistently attend those meetings at which they are expected, the Board may remove the Officer and declare the seat vacant."

(Llewyn Fowlkes, Theo Fowlkes, and Eva Cooper-Pace entered the meeting at 7:50 p.m.)

c) Notification of absences and late arrivals to meetings: Pamela reminded Board members to text, call her, or email her and copy the Recording Secretary if a Board member is unable to attend or will be late arriving to a Board meeting.

6) Committee Chair reports: Pamela asked that as of July 1, Committee Chairs should submit a written report after a meeting or event.

a) Emergency preparedness: Emergency Preparedness Chair Deborah Lee reported that there were 32 people signed up on the first class, with some of those making up classes from previous CERT classes. 26 graduated this time. As for having CERT classes on Saturday, these are difficult for the Fire Department to schedule. She is planning to ask for another series of classes in April to May 2018.

b) Homelessness Issues: In the absence of Chair Bryan Davis, Committee member Clyde Noguchi reported that at the June 20 meeting, there were three representatives from LAHSA, including the Emergency Response Team. They reported that most homeless do want housing. Sometimes saying no is the first response and then it takes 5-10 outreach contacts before trust is built and the homeless person is ready to receive the offer of help. June 10 was the introduction to Family Promise at the Home Assembly Church. The County of Los Angeles is looking for sites where the homeless can safely park their cars and RV's. The Committee is planning to print a homeless resources card. Pamela said she would like to see the creation of a homeless shelter, with laundry facilities in or near the HGNNC area. The Committee is working to see if a resources center could be set up nearby, possibly at the A.C. Bilbrew County Library.

c) Finance: Chair Joan Jacobs said that the Committee met to revise the Funding Policy and Funding form and both have been sent out. There is an outline for the 2017-2018 budget. Funding proposals are due June 30. The Finance Committee will meet before the July 11 Board meeting to review the submitted proposals.

d) Outreach: Outreach Chair Theo Fowles said that the Committee has not met recently. A calendar of HGNNC events is needed so that the Committee can work on publicizing them. The logo still needs to be finalized. Treasurer Joan Jacobs said that she would like to see a budget for outreach materials so as to place that amount in the new budget.

e) Planning and Land Use: PLU Chair Pamela Thornton said that the current big issue is the proposed Prologis warehouse at 747 W. Redondo Beach Blvd. Committee member Julie Fonseca has been leading the discussions on this issue. The City of Gardena has been participating in the meetings because of the potential impact of additional traffic on the Redondo Beach Blvd/Vermont Avenue intersection.

f) Youth Advocate-schools and special projects: Youth Representative Richard Lee was not present to report.

7) Consent Calendar (items 7a through 7d)

- a) Approval of the May 9, 2017, Board minutes
- b) Approval of the June 13, 2017, Board minutes
- c) Approval of the April monthly expenditure report
- d) Approval of the May monthly expenditure report

It was moved by Marvin Bell, seconded by Rey Paduani, and passed 12-0-0 to approve items 7a through 7d on the Consent Calendar.

8) Announcements: Chair Pamela Thornton reminded those present that there will be a July 11 Board meeting and a July 25 General Membership meeting. It was decided by the Board to cancel the August 8 Board meeting.

Deborah Lee announced that Tuesday August 1 will be National Night Out at the LAPD Southeast Division.

Reminder: Friday, June 30 at midnight is the deadline for submitting programs and projects for the 2017-2018 fiscal year.

The meeting was adjourned at 9:13 p.m.

Minutes taken by Rosalie Preston, Recording Secretary