

# HARBOR GATEWAY NORTH NEIGHBORHOOD COUNCIL

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## EXECUTIVE COMMITTEE/JOINT BOARD MEETING (All Stakeholders are welcome to attend)

**Tuesday, May 15, 2018 6:00p.m.**

**Harbor Gateway Community Center  
802 W. Gardena Blvd., Gardena CA 90247**

### AGENDA

- 1) General public comment on non-agenda items - 2 minutes per speaker (10 minutes total)
- 2) Board Governance (Discussion - 20 minutes)
  - a) Follow Up / Status Report on HGNNC Office:
    1. Items salvaged
    2. Equipment inventory
    3. Current HGNNC office and site assessment for maintenance request.
  - b) Protocol for Cybersecurity
    1. Passwords – who has access and how often changed?
    2. Software Upgrades needed
  - c) HGNNC Office Access
    1. Office Keys Issuance / Inventory
  - d) HGNNC Office Hours
- 3) Board Communication (Discussion – 15 minutes)
  - a) Privacy concerns
  - b) Meeting Notifications
  - c) Official Board Business via phone and email communication
- 4) Standing Rules for 2018-2019 Board Term (Discussion – 15 minutes)
  - a) Outline to be forwarded to Bylaws Committee for update and revision as suggested.
- 5) Update: (Discussion – 20 minutes)
  - a) Board Retreat - June 9, 2018
    1. Draft Agenda
    2. Menu selection and final RSVP deadline
    3. Status of Contract signature execution by LA City Clerk's office
- 6) Finance Committee Update (Discussion – 15 minutes)
  - a) DONE Funding Process and Procedures
  - b) HGNNC Funding and Vendor Payments
- 7) Report from Harbor Area President's Meeting with Councilman Buscaino (CD-15) held on May 14, 2018. (5 minutes)
- 8) Announcements (5 minutes)
- 9) Adjournment

The public is requested to fill out a “Speaker Card” 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 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

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In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority, or all of the board members in advance of a meeting, may be viewed at 802 W. Gardena Blvd., at our website by clicking on the following link: [www.harborgatewaynorth.org](http://www.harborgatewaynorth.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 our office at (310) 768-3853 or e-mail us at [hgnc@sbcglobal.net](mailto:hgnc@sbcglobal.net).

For information on the HGNNC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the HGNNC Bylaws. The Bylaws are available at our Board meetings and our website <http://www.harborgatewaynorth.org/>

**Agendas are posted for public review at the 135<sup>th</sup> Street School (801 W. 135<sup>th</sup> Street), at <http://www.harborgatewaynorth.org>, and via email by subscribing to LA City Early Notification System at <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>.**