

Minutes of the  
**ARLETA NEIGHBORHOOD COUNCIL (ANC)**  
General Meeting of the Board  
Tuesday, December 17<sup>th</sup>, 2013  
at Beachy Ave. Elementary School, 9757 Beachy Ave., Arleta

**1. Call to Order, Roll Call, Pledge of Allegiance and introductions.**

Council President Sergio Ibarra called the Meeting to order at 6:44

Roll call was taken by Sergio Ibarra

The pledge of allegiance was led by Max Foster

**Board Members Present:**

Sergio Ibarra      Maria Diaz - Tran      Celia Vasquez      Kelly Magallanes

Mark Lopez      John Hernandez      Cyndee RidingMax Foster

Jack Lindblad      Luis E. SencionHenry Ng      James Kallas

**Board Members absent:**

Christian Guerra      Sammy Vazquez      Daniel Orozco

12 Board Members were present. A quorum is nine, so the Board was able to make

Motions and take votes.

**2. President's Message**

Sergio Ibarra said the board will reach out to the new businesses and restaurants that opened up in Arleta to welcome them to the community.

He also spoke on the the LA city council discussing the definition of a stakeholder. Now a stakeholder will be defined as someone who owns real property.

**3. General Public Comments on Items Not Listed on Today's Agenda**

**Speaker: Jack Lindblad** - It takes real character to develop leadership. Anyone named in a complaint has a right to defend themselves. He added that the real definition of stakeholder doesn't require being a homeowner but being an active participant in the community.

**Speaker: Guy R. Newell**- Office Depot, Staples, Office Max can be great help in locating an office space for the ANC.

**Speaker: Dianne Hand** - The ANC failed to act on the MPG submitted by Narconon last May. No action was taken until November. The lack of action taken by the ANC is embarrassing to the community. She thanks Kelly for all the hard work she has done as treasurer.  
manner.

**Speaker: Sigal Adini** - Sigal brought the banner and t-shirt used in the Say No To Drugs

Race. The ANC was included on both shirt and banner. More than 40 kids from Arleta participated. Second Place in the 10k race was an Arleta High School student. Council Woman Nury Martinez is planning to recognize the achievement.

**Speaker:** Loyce Lacson - It's disrespectful that every meeting does not start at the scheduled time. The meetings are scheduled to start at 6:30 and most meetings have started at 6:45.

**Speaker:** Leticia, Phoenix House - 6 Alcohol outlets in Arleta have been trained and been informed that they are not to sell alcoholic beverages to minors

**Speaker:** Lydia Grant - Lydia is the new board commissioner for Region 1. It is important for board members to take surveys. All issues are taken seriously. Commissioners make the policies all neighborhood councils run by. They oversee all 95 neighborhood councils and work closely with the Department of Neighborhood Empowerment.

**Speaker:** Armand Santos, Prometheus - Prometheus handles outreach programs for Community Colleges and Neighborhood Councils primarily through phone apps. It's an outreach tool that can help the board. App works on iPhone and Android.

*Luis E Sencion Leaves the meeting at 7:19pm. 11 Board members present*

**4. Report from public safety departments, L.A.P.D Senior Lead Officer Lee Perry or any LAFD representatives. Updates from any other government officials (Congressman Cardenas' Office, Assemblyman Bocanegra's Office, Lorena Bernal, Councilmember's Nury Martinez' Office, Representatives from Monica Radcliff's Office, or any other city departments**

**Speaker:** Lorena Bernal, CD 6 - 5 dispensaries have been identified near schools. Cases have been filed against 3 dispensaries. The one on Woodman and Osborne has shut down. City attorneys are going after the illegal dispensaries. Lorena also reported The Community clean-up has been scheduled for January 25. The boundaries for the clean up are Paxton to Osborne and Arleta to the 5 freeway. Subway has pledged to feed 150 Volunteers. Western Bagel will supply breakfast. Anyone that needs to throw away junk bring it out.

**Speaker:** Jose Sandoval - the Candidate filing period begins on Monday, December 23 at 12am. It's best to file online. Rally in the Valley will be held on January 10 at a to be determined location. Visit [empowerla.org/elections](http://empowerla.org/elections) for more information. If you have any questions regarding the elections or to have an application certified email Jose at [joses@empowerla.org](mailto:joses@empowerla.org)

**5. Board comments on items Not listed on today's agenda**

**Speaker:** Cyndee Riding - The Agenda is too long and needs to be cut down. The board can't keep staying late every meeting.

**Speaker:** Max Foster - Agrees that the meetings are taking too long. He feels going over the code of conduct every meeting is unnecessary.

**Speaker:** Maria Diaz - Tran - She received an email from John Regarding the purchase of safety equipment. The email has been forwarded to the public safety committee. She asked the minute taker if the minutes can be submitted 7-10 days after the board meeting. The minute taker agreed to submit minutes to the board within 10 days after the general meeting.

Minutes written by Arleta Neighborhood Council Minute Taker Irving Sandoval, December 2013.

**Speaker:** Jack Lindblad - Expressed concern over the continuity of council. Everything that has to do with committees, agendas and minutes, is posted on the website and everyone should refer to the website before making any accusations.

**Speaker:** Henry Ng - An hour into the meeting the board has only covered 6 items. The meeting needs to move along faster.

**Speaker:** James Kallas - Would like to hear President Ibarra address Dianne Hand's comments. Wanted to know the deadline for bylaw changes.

**Speaker:** Kelly Magallanes - Doesn't feel comfortable receiving receipts from members who purchase items and then ask to get reimbursed. The board should approve all purchases before they are made.

**6. Presentation and discussion on the Arleta NC Committee operations and e-mail etiquette.**

**Presentation from Melvin Cañas.**

Stakeholders and board members were given a handout which went over the "best practices" of composing an email. Featured on the handout: use a descriptive subject line, don't use all caps, use courtesy and respect, and don't send heat of the moment messages.

**7. Committee reports from Outreach, Improvement, and Budget**

**Speaker:** Cyndee Riding, in the absence of Outreach Chair Sammy Vazquez, Cyndee Riding discussed the success of the Pacoima holiday parade. The committee has also discussed possible events the ANC can participate in. Lastly, the application to fund Arleta's Opera program was submitted on time but the board failed to act on it in a timely manner. The board should focus on giving grants and doing good work for the community. Since plastic bags will soon no longer be used in shopping centers, Dianne Hand has taken the initiative of finding a company that makes canvas bags. Perhaps the ANC can purchase the bags

**Speaker:** Maria Diaz, Community Improvement Chair - Committee members felt the sign on the corner of Beachy and Van Nuys is not an appropriate location for a digital billboard. Letters were sent protesting the sign. A program at the West Hills Warner Center provides help for elementary kids to who may be dealing with personal or family issues.

**Speaker:** Mark Lopez, Adhoc Elections Committee Chair - The candidate filing deadline is on Wednesday, January 22. A few weeks later candidates will participate in a training. A Neighborhood walk is scheduled for January 11, volunteers will walk the neighborhoods informing residents about available board positions. The committee hopes to use pennysavers and bus benches as outreach tools.

**8. Discussion / Motion / Vote on the recommendation from the Elections Adhoc Committee for the spending authorization of the allocated funds of \$3,700 for the 2014 Neighborhood Council Elections. Region 1 election will be on March 8 2014**

**MOTION** (by John Hernandez, Second by Jack Lindblad) to allocate funds in the amount not to exceed \$3,700 for Adhoc Elections expenses

**MOTION PASSED** 11 in favor, 0 non - favor, 0 abstain

**9. Approval of the minutes for the meeting of November 19, 2013**

Minutes written by Arleta Neighborhood Council Minute Taker Irving Sandoval, December 2013.

*note: At 8:48 Mark Lopez stepped out of the room. 10 members present*

**MOTION** (by Cyndee Riding, Second by Max Foster) to accept the November 19 minutes with corrections

**MOTION PASSED** 9 in favor, 1 non - favor, 0 abstain

*note: at 8:49 Mark returned to the table. 11 members present,*

*Melvin Cañas suggested board members introduce items as motions*

**10. a. Discussion and possible board action on treasurer’s report**

**11b. Monthly Reconciliation for November**

Treasurer Kelly Magallanes reported there are 2 demand warrants for the Pacoima Holiday Parade and Narconon. She will have to follow up with the temp agency to ask receive invoices so the hours the minute taker worked can be reflected on the report.

**MOTION** (by Max Foster, Second by James Kallas) to accept the treasurer’s report

Sergio Ibarra (yes)	Celia Vasquez (yes)
Mark Lopez (yes)	James Kallas (yes)
John Hernandez (yes)	Max Foster (yes)
Henry Ng (yes)	Cyndee Riding (yes)
Maria Diaz - Tran (yes)	Kelly Magallanes (yes)
Paul Lindblad (yes)	

**MOTION PASSED** 11 in favor, 0 non - favor, 0 abstain

**11. Discussion and possible board action on the action on the identifying office space for the Arleta NC**

*Item was continued*

**12. Discussion / Motion / Vote on the reimbursement request from ANC Outreach Chair Pastor Sammy Vazquez in the amount of \$98.00 from the Outreach Committee Budget. The reimbursement is for expenses incurred while organizing the attendance of the ANC at the Pacoima Holiday Parade**

*Item was continued*

**13. Status of the Arleta Gateway Sign**

*Item was continued as there are no new updates on the status of the sign.*

**14. Appointment of new committee members for Outreach, Community Improvement, Budget and Adhoc Public Safety Committee**

*Item was continued*

**15. a Discussion / Motion / Vote on the recommendation from the Executive Committee to purchase a time clock for the ANC’s monthly board meeting with a budget not to exceed \$300.00**

Maria Diaz has found 3 time clocks on Amazon.com. Max Foster volunteered to bring an iPod to use its digital clock app. James Kallas thought it was a good idea to use the two paddles Sergio Ibarra had been using to keep track of the speaker’s time. Jack Lindblad was opposed to the time clock. He felt the big numbers would be threatening. Maria said the LED display is only 4” and doesn’t think the numbers would be imposing. Stakeholder Robert Rouge believes purchasing the clock would be a great idea so people can know how long they have to speak. Loyce Lacson said the council can use the ipad it purchased. Margaret Shoemaker thinks kitchen timers, iPads will do as good a job as a \$300 timer.

**MOTION** (by Maria Diaz, Second by Sergio Ibarra) to purchase a time clock

Sergio Ibarra (yes)	James Kallas (yes)
Mark Lopez (yes)	Cyndee Riding (no)
John Hernandez (yes)	Paul Lindblad (no)
Kelly Magallanes (yes)	Celia Vasquez (yes)
Henry Ng (yes)	Max Foster (yes)
Maria Diaz - Tran (yes)	

**MOTION PASSED** 9 in favor, 2 non - favor, 0 abstain

**16. Discussion / Motion / Vote on the recommendation from the Executive Committee to purchase four cell phones and cell service for the use of committee chairs to conducts ANC business with a budget not to exceed \$1250.00 for equipment, and \$1,200 for cell service**

*This item was cancelled*

**17. Discussion / Motion / Vote on the recommendation from the Community Improvement Committee to organize and participate in a community clean up with council member Nury Martinez’s Office with a possible date in January 2014, with a budget not to exceed \$800.00 The funds will be used to purchase supplies including materials, equipment and food for volunteers**

*Cyndee Riding makes a motion to discuss item. Second by Mark Lopez*

The community improvement committee has compiled a list of items to purchase including food and tools. 200 people are expected to participate in the event. The budget of \$800 is a guideline. Tools will be kept in the Arleta storage. The CIC is hoping to hold a clean-up at

least once a month.

**MOTION** (by Cyndee Riding, Second by Mark Lopez) to organize and participate in a community clean-up

Sergio Ibarra (yes)	Paul Lindblad (no)
Mark Lopez (yes)	James Kallas (no)
John Hernandez (yes)	Max Foster (yes)
Cyndee Riding (yes)	Kelly Magallanes (yes)
Henry Ng (yes)	Celia Vasquez (yes)
Maria Diaz - Tran (yes)	

**MOTION PASSED** 9 in favor, 2 non - favor, 0 abstain

**18. Discussion on the complaint filed with the Arleta Neighborhood Council by Ms. Joy Bizar on June 18, 2013 18b Discussion on the complaint filed with the Arleta NC by Mr. Guy Dione**

**Speaker:** Melvin Cañas - The training held on September 24 was held to address the complaints filed by Guy Dione and Joy Bizar. This training was requested by district attorneys Darren Martinez and Alois Phillips. He is not expecting any other action from them. The people need to be notified their complaints have been addressed.

James Kallas wanted to know the results of the investigation of the complaints opened by Melvin. Melvin reiterated that all of the complaints and issues were addressed in the September 24 training. A grievance committee convened to investigate complaints. Kelly noted the meetings of this committee were never posted and therefore did not abide by the brown act. James Kallas suggested the board send the grievance to the regional grievance committee. Melvin said the board needs to redraw names.

**19. Next Meeting of the ANC will be January 21, 2014 at 6:30pm at Beachy Elementary School**

**20. Adjournment**

**MOTION** (by Cyndee Riding, Second by Max Foster) to adjourn the meeting

**MOTION PASSED** 11 in favor, 0 non - favor, 0 abstain

**Meeting was adjourned at 9:49**