

**Neighborhood Council
General Board**

Lydia Grant, President
Lallah Rowe, Vice-President
Karen Perdue, Vice President
Ed Babakhanian, Treasurer
Carol Hutchinson, Secretary
Michelle Wadler, Apperson PTA
James Spishak, Neighborhood Watch
Shirley Kim, Shekinah Church
Vacant, Stakeholder Group Rep
Chris Rowe, Toastmasters
Nina Royal, STSERVS
Cindy Cleghorn, STSH Cmty Fund
Leny Freeman, Region 1
KT Travers, Region 1
Claire Gordon, Region 2
Trevor Schmidt, Region 2
Jon von Gunten, Region 3
Vacant, Region 3
Vacant, Region 4
Cheryl Schmidt, Region 4
Mark Seigel, At Large

**CITY OF LOS ANGELES
CALIFORNIA**



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Email: Secretary@stnc.org
Website: www.stnc.org

**SUNLAND-TUJUNGA
NEIGHBORHOOD
COUNCIL**

TRANSLATION SERVICE – If you need translation service, please contact Lydia Grant, STNC President via e-mail at stncllydia@gmail.com at least 72 hours before the meeting.

SERVICIOS DE TRADUCCIÓN – Si requiere servicios de traducción, favor de avisar al concejo vecinal 72 horas antes del evento. Por favor contacte Lydia Grant, Presidente, al electrónico stncllydia@gmail.com para avisar al Concejo Vecinal.

**General Board Meeting DRAFT Minutes
Wednesday, August 11, 2021
7:00 PM**

Meeting held via Zoom

1. Call to Order, Welcome - 7:02 PM by Chairwoman Lydia Grant

2. Roll Call, Voting Eligibility -

Board Member	Roll Call	Funding Voting Eligibility	Board Position
Lydia Grant	Present	Yes	President
Lallah Rowe	Present	Yes	1st Vice President
Karen Perdue	Present	Yes	2nd Vice President - Outreach
Ed Babakhanian	Present	Yes	Treasurer
Vacant		N/A	Secretary
Mark Seigel	Present @ 7:08	Yes	At-Large Group Representative
Leny Freeman	Present	Yes	Region 1 Representative
K.T. Travers	Present	Non Funding only	Region 1 Representative
Trevor Schmidt	Present	Yes	Region 2 Representative
Claire Gordon	Present @ 7:05 out @ 7:36	Yes	Region 2 Representative
Jon von Gunten	Present @ 7:05	Yes	Region 3 Representative
Karen Perdue	Present	Yes	Region 3 Representative
Cheryl Schmidt	Present	Yes	Region 4 Representative

Carol Hutchinson	Present	Yes	Region 4 Representative
James Spishak	Present	Yes	Neighborhood Watch
Nina Royal	Present @ 7:05	Yes	STSERVS
Cindy Cleghorn	Present	Yes	STSH Community Fund
Chris Rowe	Present	Yes	Toastmasters
Shirley Kim	Present until 9:38	Yes	Shekinah Church
Michelle Wadler	Present	Yes	Apperson PTA
Janelle Hussion	<i>Resigned as of 8/11/21</i>	No	
Quorum: 11 13 present at roll call			

3. Pledge of Allegiance - Led by Chairwoman Grant

4. Presentation by Local Service Club - Craig Durst stated he was with the Historical Verdugo Hills Cemetery Restoration and Renewal Project. He is in charge of the project, needs volunteers, and the restoration is almost complete. There is a new patio displaying interred names. There will be an event honoring the interred next April 2022. The cemetery is planned to be open one day a month. Craig Durst can be reached through friendsofverdugohillscemetery.com and craig@thehistoryhunter.com.

Ms. Travers asked about reinforcing the hillside for the lower cemetery and honoring Mary Lou Pozzo. Mr. Durst stated he is in contact with Mrs. Pozzo. He is reinforcing the hillside and there will be a sign naming those who are interred in the lower cemetery.

5. Comments by Elected Officials/Representatives, DONE, City Departments -

LAPD Officer Caloca and SLO Contreras – Officer Caloca thanked everyone for the turnout and support at the Sunland-Tujunga NC National Night Out. Ms Caloca noted that the ST NNO was the largest event in the Foothill district. Ms Caloca discussed crime stats and stated there had been a 15% overall crime decrease, but that aggravated assault was up 13%. She stated that there had been complaints about transients, vehicle dwellings, and camping at a park.

Mr. Babakhanian asked about recent activity and an encampment. Officer Caloca stated she could offer services to the encampment.

Mr. Siegel asked about an encampment blocking a sidewalk. Officer Contreras stated he was in contact with the encampments and that he had cited the individual. He stated that interested stakeholders could go to crimemapping.com.

Ms. Perdue asked about finding statistics. Officer Caloca stated she would look into making crime statistics public.

Mary Jerejian, Representative for Assemblywoman Luz Rivas - Thanked the Board for hosting the National Night Out and a Bicycle Safety Event. She stated tomorrow morning there would be a presentation hosted by the Assemblywoman on grants application and that there was a backpack and school supplies drive.

Ms. Cleghorn asked about the Assemblywoman’s position on SB 10. Ms. Jerejian stated that the Assemblywoman would decide later. Chairwoman Grant stated that the Board opposed SB 9 and 10.

Jackie Kim from DONE - said Civic U is returning to Neighborhood Councils with three sessions, that DONE is partnering with the City Clerk to hear feedback about elections in four sessions, and that a guide had been uploaded to assist with Cornerstone trainings. She stated that Planning 101 training had been pushed back to 10/1 and that a hybrid Neighborhood Council system with virtual and in-person meetings was being explored.

Chairwoman Grant asked about Civic U. Ms. Kim stated she would take any names the Board had so far. Mr. Freeman self-nominated for Civic U.

Mr. von Gunten suggested taking a screenshot of the Cornerstone certificate. Ms. Kim suggested logging out from the top right corner.

Mr. Seigel suggested making the treasurer and financial trainings available to everyone. Ms. Kim stated the trainings could be taken through the City Clerk’s website.

6. Committee Reports

a. **STAT Committee:** Discussion/Motion to Re-confirm STAT Committee and Approval of Committee Members: Chair Pat Kramer, Co-Chair Jon von Gunten* Committee Members: Gerald Sherman, George Arakel, Levon Parian, Barbara Rowe, and Roger Swart.

Chairwoman Grant introduced the item.

Claire Gordon left the meeting by 7:36 PM.

6A Motion to reconfirm STAT committee and Approval of Committee members as above with addition of Leny Freeman to committee					
Motion: Lallah Rowe. Second: Nina Royal					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L. Rowe, Seigel, Freeman, von Gunten, Perdue, Hutchinson, Royal, Cleghorn, Kim, T. Schmidt, C. Schmidt, J. Spishak, C. Rowe, Babakhanian, Travers, Wadler					Gordon

b. **STARC Committee:** Discussion/ Motion to Reconfirm STARC Committee and Approval of Committee Members: Chair Joe DeCenzo, Kresse Armour, Gerardo Barrientos, Debby Beck, Lucy Berman, Scott Froschauer, Dawn Jenkins, Eric Santiestevan, Bill Skiles, Corey Stein, and Michelle Wadler*

Chairwoman Grant introduced the item. Ms. Travers stated her intention to join the Committee.

6b. Motion to reconfirm STARC committee with members as above with addition of KT Tavers					
Motion: Lallah Rowe Second: Mark Siegal					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L. Rowe, Seigel, Freeman, von Gunten, Perdue, Hutchinson, Royal, Cleghorn, Kim, T. Schmidt, J. Spishak, C. Rowe,			C Schmidt		Gordon
16 yes, 1 abstain, 1absent motion passed					

c. **Beautification Committee:** Discussion/ Motion to Reconfirm Co-Chair Roger Klemm, Co-Chair Nelly Luboff, Carol Hutchinson*, Gerardo Barrientos, Judy Sutherland, Marjorie Maxon, Angela Nordhagen, and Steve Black

Chairwoman Grant introduced the item.

6c. Motion to reconfirm Beautification Committee with members listed above					
Motion: Nina Royal Second: Karen Perdue					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L. Rowe, Seigel, Freeman, von Gunten, Perdue, Hutchinson, Royal, Cleghorn, Kim, T. Schmidt, C. Schmidt, J. Spishak, C. Rowe, Travers, Wadler					Gordon
17 yes, 0 no, 0 abstain, 1 absent motion passed					

d. Land Use Committee: Discussion/ Motion to Reconfirm Chair Pati Potter, Bill Skiles, Debby Beck, Richard Marshalian, Cindy Cleghorn*, Nina Royal*, Liliana Sanchez, Vartan Keshish, Betty Markowitz, Berj Zadoian, Cathi Comras, John Laue, Arsen Karamians, and Stephanie Mines

Chairwoman Grant introduced the item. Mr. Siegel stated that it was important to note who were alternates. Ms. Travers stated her intention to join the Committee. Ms. Cleghorn stated that Ms. Mines, Mr. Karamians, and Mr. Laue were alternates.

6d. Motion to reconfirm Land Use Committee with members listed above					
Motion: Carol Hutchinson Second: Nina Royal					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L. Rowe, Seigel, Freeman, von Gunten, Perdue, Hutchinson, Royal, Cleghorn, Kim, T. Schmidt, C. Schmidt, J. Spishak, C. Rowe, Travers, Wadler, Babakhanian					Gordon
17 yes, 0 no, 0 abstain, 0 absent. Motion passed					

* indicates board member

e. Update on National Night Out:

Chairwoman Grant, Ms. Hutchinson, Ms. Rowe, Mr. Babakhanian, Mr. Schmidt, Mr. von Gunten, and Ms. Royal stated their support for the event.

7. Discussion//Motion to appoint/confirm vacant STNC Liaisons, Reports & Updates from Alliance Members, and other STNC Representative Appointments:

Chairwoman Grant introduced the items. Mr. von Gunten asked if the Board could vote by affirmation. Chairwoman Grant stated that since the move to Zoom it was a Brown Act requirement to vote by roll call.

Kim asked about the film liaison. Jackie Kim from DONE stated she would give that information to the Board.

- a. Homelessness Liaisons
- b. Film Liaisons
- c. Data Liaisons
- d. Purposeful Aging Liaisons
- e. Animal Services Liaisons
- f. Resilience Liaisons / RYLAN - Sandy Capps
- g. LGBTQ+ Alliance-Claire Gordon

- h. Mission College - Nina Royal
- i. NC Emergency Preparedness Alliance - Nina Royal
- j. NC Sustainability Alliance - Dorisma Hanrahan
- k. Regional Grievance Panel Member - Sandy Capps
- l. NC Budget Representatives - Ed Babakhanian
- m. Youth - Lallah Rowe
- n. DWP MOU / DWP Committee - Nina Royal
- o. LANCC - Lydia Grant
- p. VANC - Cindy Cleghorn / Mark Seigel

Ms. Travers stated that she had registered for film liaison.

Item 7. Motion to confirm liaisons as listed above					
Motion: Karen Perdue Second: Lallah Rowe					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L. Rowe, Seigel, Freeman, von Gunten, Perdue, Hutchinson, Royal, Cleghorn, Kim, T. Schmidt, C. Schmidt, J. Spishak, C. Rowe, Wadler, Travers, Babakhanian					Gordon
17 yes, 0 no, 0 abstain, 1 absent Motion passed					

8. ADMINISTRATIVE ITEMS:

- a. **eDiscussion/Motion** to approve Carol Hutchinson as Secretary of the STNC.

Chairwoman Grant introduced the item. Ms. Royal thanked Ms. Hutchinson for volunteering.

8a. Motion to approve Carol Hutchinson as Secretary					
Motion: Karen Perdue Second: Lallah Rowe					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L. Rowe, Seigel, Freeman, von Gunten, Perdue, Hutchinson, Royal, Cleghorn, Kim, T. Schmidt, C. Schmidt, J. Spishak, C. Rowe, Wadler, Travers, Babkhanina					Gordon
17 yes, 0 no, 0 abstain, 1 absent. Motion passed					

- b. **Discussion/Announcement** of Vacant Board Openings

Chairwoman Grant introduced the item. She stated that Region Three Representative, Region Four Representative, Stakeholder Group Representative positions were open. Ms Rowe asked the deadline for the request. Chairwoman Grant asked that interested parties make requests 2-3 weeks before the next Board meeting.

- c. **Discussion/Motion** to approve the May minutes

Chairwoman Grant introduced the item. Ms. Cleghorn stated they had already been approved at last month's meeting

d. Discussion/Motion to approve the June minutes

Chairwoman Grant introduced the item.

8d Motion: To approve June Minutes					
Motion: Cindy Cleghorn Second: Lallah Rowe					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L. Rowe, Seigel, Freeman, von Gunten, Perdue, Hutchinson, Royal, Cleghorn, Kim, T. Schmidt, C. Schmidt, J. Spishak, C. Rowe, Wadler, Babakhanian			Travers		Gordon
16 yes, 0 no, 1 abstain, 1 absent Motion passed					

e. Discussion/ Motion to approve the July minutes

Chairwoman Grant introduced the item

8e. Motion: To approve July minutes					
Motion: Cindy Cleghorn Second: Carol Hutchinson					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L. Rowe, Seigel, Freeman, von Gunten, Perdue, Hutchinson, Royal, Cleghorn, Kim, T. Schmidt, C. Schmidt, J. Spishak, C. Rowe, Wadler, Babakhanian			Travers		Gordon
16 yes, 0 no, 1 abstain, 1 absent motion passed					

f. Discussion/ Motion for all Committee Members to sign the Code of Conduct.

Chairwoman Grant introduced the item. Ms. Cleghorn asked if the Code could be approved by the Committees. Chairwoman Grant stated that Committee Members already had to follow the Code per the bylaws.

8f Motion: All committee members to sign Code of Conduct					
Motion: Jon von Gunten Second Lallah Rowe					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L. Rowe, Seigel, Freeman, von Gunten, Perdue, Hutchinson, Royal, Cleghorn, Kim, T. Schmidt, C. Schmidt, J. Spishak, C. Rowe, Travers, Wadler, Babakhanian					Gordon
17 yes, 0 no, 0 abstain, 1 absent Motion passed					

9. Recommendations from the STNC Budget & Finance Committee

- a. **Discussion/ Review** Motion to approve the July Monthly Expenditure Report (MER)Mr. Babakhanian introduced the item, covering the expenses in the MER. Mr. Seigel thanked Mr. Babakhanian for his service as Treasurer.

9. a. Motion: To approve July MER					
Motion: Carol Hutchinson Second: Lallah Rowe					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L. Rowe, Seigel, Freeman, von Gunten, Perdue, Hutchinson, Royal, Cleghorn, Kim, T. Schmidt, C. Schmidt, J. Spishak, C. Rowe, Wadler, Babakhanian		Travers			Gordon
16 yes, 0 no, 0 abstain, 1 ineligible, 1 absent motion passed					

- b. **Discussion/Action:** Motion to approve DocuSign account for signing STNC letters, BACs, other forms @ up to \$20 per month. (Office)

Mr. Babakhanian introduced the item, stating his support for using Acrobat. Mr. Seigel suggested going with Acrobat. Chairwoman Grant and Ms. Hutchinson stated her support for trying each one. Mr. von Gunten stated his negative experience with DocuSign.

9b Motion to Approve Docusign or Adobe Acrobat for document signing					
Motion:					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L. Rowe, Seigel, Freeman, von Gunten, Perdue, Hutchinson, Royal, Cleghorn, Kim, T. Schmidt, C. Schmidt, J. Spishak, C. Rowe, Wadler, Babakhanian		Travers			Gordon
16 yes, 0 no, 0 abstain, 1 absent,1 ineligible motion passed					

10. Recommendations from the Community Improvement/Government Affairs Committee:

- a. **Discussion/Action:** Confirm Date for Board Strategic Planning & Training

Chairwoman Grant stated the date would be 8/29 on Zoom.

- b. **Discussion/Action:** Motion for Letter and CIS to oppose the Amendments to the Code of Conduct.

Chairwoman Grant introduced the item, stating her opposition to removing Board members without the ability to defend oneself. She read the CIS.

Ms. Hutchinson asked if originally the allegations had to be proven in the Code. Chairwoman Grant stated that they did. Ms. Rowe pointed out a typo. Ms. Hutchinson stated her opposition to these Amendments.

Ms. Perdue asked about the history of these Amendments. Chairwoman Grant stated that it came out of a concern of people disrupting Neighborhood Councils but that it was unclear why DONE and BONC wanted control over the process. She stated these Amendments contain ethical violations.

Mr. Seigel stated his opposition to the Amendments and that they violate City, County, and State law.

Ms. Perdue asked if the City Attorney would receive a copy of the CIS. Chairwoman Grant stated Yes.

Ms. Royal, Mr. Freeman, Mr. Schmidt, and Mr. von Gunten stated their opposition to the Amendments.

Ms. Kim stated that the Amendments came from BONC and that Board members had complained that there were no teeth to the Code of Conduct. Chairwoman Grant stated that this was why the Censure policy was added.

10 b. Motion to approve letter and CIS opposing Amendments to Code of Conduct					
Motion: Nina Royal Second: Karen Perdue					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L. Rowe, Seigel, Freeman, von Gunten, Perdue, Hutchinson, Royal, Cleghorn, Kim, T. Schmidt, C. Schmidt, J. Spishak, C. Rowe, Babakhanian	Travers, Wadler				Gordon
15 yes, 2 no, 0 abstain, 1 absent motion passed					

- c. **Announcement:** Speaker / City Departments for Town Hall meetings. E-MAIL TO stnclydia@gmail.com or Agenda Request link

11. Recommendations from The Land Use Committee

- a. **Discussion/Action** *Motion for the STNC to support the proposed construction of new single-family dwelling across two lots in a RE-11 zone, requesting permit to allow development on a lot fronting a street that is less than 20ft wide and to allow vehicular access from the lot to the border of the hillside area on a street not continuously improved to 20 ft. width regarding address 9464 Hillhaven Ave Tujunga, CA 91042*

Pati Potter presented the item. Mr. Babakhanian asked if the City was requiring street widening. Ms. Potter stated that it is not. George Bartecek stated that it should not be an issue. Mr. von Gunten pointed out a typo.

11a Motion: To support proposed construction of SFH as 9464 Hillhaven					
Motion: Karen Perdue Second: Lallah Rowe					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L. Rowe, Seigel, Freeman, von Gunten, Perdue, Hutchinson, Royal, Cleghorn, Kim, T. Schmidt, C. Schmidt, J. Spishak, C. Rowe, Babakhanian	Travers		Wadler		Gordon
15 yes, 1 no, 1 abstain, 1 absent motion passed					

- b. **Discussion/Action:** Motion to Approve draft Community Impact Statement (CIS) CF12-0460-S4 that LA City Council postpone consideration of the Policies and Procedures Amendment to the City Charter for a minimum of six months in order to enable further community presentations and feedback. This item may also be reviewed by the STNC Land Use Committee.

Chairwoman Grant tabled the item.

Ms. Cleghorn stated the item had already been approved by the City Council.

12. PRESENTATION & TRAINING on the Neighborhood Council (NC) System--brief comments on the following:

- a. Bylaws, Standing Rules, BONC Policies, Brown Act (Meeting Agenda Posting, ENS)
- b. NC Meetings: Agenda Items, Presenters, Meeting Agendas, Making Motions, Community Impact Statements
- c. NC Alliances, STNC Community Events/Meetings, Other Training Opportunities
- d. Board Member Training Requirements: All board members must complete ethics and funding training in order to vote on funding motions before the board. The training courses and instructions can be found at <http://empowerla.org/boardmembers/> [anti-bias training]

13. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS - one minute per speaker unless otherwise announced by the presiding officer – Comments from the Public on Non-Agenda items, issues, announcements within the jurisdiction of the Sunland-Tujunga Neighborhood Council. The Brown Act prevents the Board from commenting on your comments. If you wish to speak, either raise your hand (on computer or tablet) or dial *9 (on your cell phone).

None.

14. FINAL ANNOUNCEMENTS & BOARD COMMENTS

Mr. Schmidt asked if Board members could ask other Board members why they voted the way they did. Chairwoman Grant stated that they could not. Ms. Travers asked if the public could be refrained from using epithets and that she voted against the CIS because she felt the censure process did not have enough teeth, though she did support everything in the Amendments.

15. ADJOURN - 9:32 PM

Next STNC Board Meeting: September 8, 2021

Minutes by Lloyd Staffing & Carol Hutchinson, Secretary