

**PORTER RANCH NORTH NEIGHBORHOOD COUNCIL**  
**DRAFT Minutes of the August 31, 2005 Board Meeting**  
**Shepherd of the Hills Church**  
**19700 Rinaldi Street, Porter Ranch, CA 91326**

**1. The meeting was called to order** by Becky Leveque at 7:55 PM.

**ROLL CALL:** Roll call was taken and 10 board members were present, and one member was absent. Attendance:

Pam	Birnkrant	Present
Paula	Cracium	Present
Paul	Drogichen	Present
Matt	Gluck	Present
Susan	Hammarlund	Present
Becky	Leveque	Present
Joe	Martin	Present
Mel	Mitchell	Present
Ron	Nagai	Present
Tatiana	Oueini	Absent
Patrick	Pope	Present

**2. Approval of past minutes:**

Pat Moved that the minutes of the emergency budget meeting on July 30, 2005 be approved. Matt seconded. The minutes were approved. 9 Yes, 1 Abstention.

**3. Meeting Notes**

When the meeting opened, Becky asked the Board members to build some momentum, and to keep better minutes of committee meetings. She asked that the Treasure's report be made at every meeting.

Pam advised the Board of the LAFD Fallen Firefighters Memorial Torch Relay. The relay will come to Fire Station 28 and start there on Friday, September 16, at 8:00 AM. The dedication of Rinaldi Park will be on Thursday, September 29 at 3:30 PM. She also discussed the improvements at Holly Bernson Park. Holly Bernson Park will remain a daytime only park.

Sue suggested that flyers regarding PRNC could be passed out by baggers at Ralphs and Whole Foods.

**4. Budget**

Paul went over the budget. There are no outstanding charges. Ron, Paula, and Paul discussed the underlying philosophy of the budget process. Ron questioned how we could pay up to \$100,000 for a traffic signal by the library with the current budget process.

Paul said that DONE approved the budget structure that the Board discussed at the Budget Meeting on July 30. Mel moved that the budget categories be accepted. Sue seconded the motion. The structure was approved 10 Yes, 0 No.

Discussion continued on the budget.

Joe said we should reimburse members for actual expenses.

Paul moved to name a Budget Committee. Sue seconded the motion. The motion passed. 10 Yes, 0 No

Wendy Moore wants to know who is on the Budget Committee for the web site. Vasdev Singh wants to be on the Budget Committee.

Paul moved to create a Fund Raising Committee. Paula said we should table the motion. There was no second to Paul's motion. The motion did not go forward.

Mel wants to establish procedures for budget request.

Paul moved that Becky be reimbursed \$54.56 for copies made for the Budget Committee hearing. Mel seconded the motion. The motion was approved 10 Yes, 0 No,

#### **5. Procedure Committee**

Paula was concerned about a lack of formal procedures at PRNC. She discussed an ad hoc procedure committee. Becky wants a regular Procedure Committee to insure we meet all Brown act requirements. Becky wants all committee meetings posted at the beginning of the month to avoid Brown Act violations. Pat moved that we establish a procedure committee. Matt seconded. The motion passed. 10 Yes, 0 No. Paula will chair the committee.

#### **6. Board Visa**

Since there is only one card, Paul distributed a list of which local suppliers will accept charges to the Board's Visa by Board members. Paul went over the list and procedures.

#### **7. Fire Department Requests**

Becky discussed the need for a new washer and dryer at Fire Station 8 and a new dishwasher at Fire Station 28. The city does not fund these items. If the firefighters do not raise the money elsewhere, they have to chip in and purchase the equipment themselves, or do without. A heavy duty washer and dryer are estimated to cost about \$2,300 and a new dishwasher would cost about \$600. We can only reimburse after the expenses are made and only for actual cost. Ron motioned that we allow the firefighters to purchase long term maintenance on the equipment for a total expenditure for the equipment and maintenance not to exceed \$4,000. Sue seconded. The motion passed. 10 yes, 0 No.

#### **8. Agenda notification**

Ron said the present agenda procedure is not in compliance with the Brown Act. He said that the aborted Budget Meeting at Porter Valley Country Club was a major inconvenience to the Board and interested stakeholders. He said that an e-mail notification was not sufficient for the cancellation. Becky said that she thought we had always done e-mail notification and that the Board members did not want a bunch of phone calls. Paul said that the cancelled budget meeting would have not have been in compliance with the Brown Act, and that is why it was canceled. There was general discussion of when agenda items should be brought to the President's attention for

inclusion at the next meeting. Paula moved that the members give any new agenda items to the president two weeks in advance. Joe seconded. The motion passed. 10 Yes, 0 No.

### **9. Meeting Times and Frequency**

Ron objects to floating meeting times. It is hard for Board members to plan when the time changes. Changing times lowers stakeholder's attendance. Ron wants to meet every two weeks. Mel said that a bi-weekly meeting would have been a good idea if the committees weren't active, but too many meetings are a strain on everyone. Pat and Matt do not think that Board meetings that stretch for hours are what the Board members or the stakeholders want.

Becky said that there are now two messaging telephone broadcast groups. One consists of the known stakeholders. The other is the Board. Pam will send a broadcast group message out if a short fused change is unavoidable.

### **10. Adjournment**

Sue moved to adjourn. Matt seconded. 10 Yes, 0 No. The meeting concluded.

### **Next Board Meeting**

Tuesday, September 13, 2005  
Shepherd of the Hills Church  
19700 Rinaldi Street, Porter Ranch, CA 91326  
6:00 PM Board Business  
7:00 PM General Meeting