Sherman Oaks Neighborhood Council

**EXECUTIVE COMMITTEE MEETING**

Tuesday, August 27, 2013, 6:00 PM

Sherman Oaks Public Library

**MINUTES APPROVED AS CORRECTED**

1. The meeting was called to Order by Jill Banks Barad, President, at 6:00 pm.
2. Present: Officers - Barad, Casavan, Katchen, Beeber. Absent-Ebenstein. Board members voting- Lax, Ziff
3. The Executive Committee Minutes of May 22, 2013, were approved.
4. Public comment – None.
5. President’s Report – Jill Banks Barad, President
	1. The Guest Speaker for the September 9 Board Meeting will be LA City Controller Ron Galperin
	2. Other agenda items – Carolyn Casavan requested that the Strategic Plan be addressed in some manner as part of Board meetings. No decision was made.
	3. ***Action item:*** Jill moved to appoint Jason Gervais to fill the Board vacancy in Area 1 Residential. The motion passed 6-0-0
	4. Jill announced that in-person Ethics Training will be held on Thursday, August 29 in Encino. All those who need to complete their training and those who would benefit from in-person training were encouraged to attend.
6. Treasurer’s Report/Finance Committee – Howard Katchen, Treasurer
	1. Howard reviewed the final budget status for FY 2012/13. There was some money left over at the end of the year, which went back to the City.
	2. Spending for the current fiscal year is under $1,000.
	3. Administrative support – With the new Administrative Assistant, several items were discussed:
		1. Time cards and invoices need to get organized and clarified.
		2. Check with Admin Assistant regarding procedures and status of P.O. Box and other invoices. Howard requested that Robin hold onto the invoices and call him.
		3. Voice mail code does not work.
	4. The new DONE financial reporting requirements include:
		1. Monthly reconciliation of accounts
		2. Roll-call vote and form submittal required on all Board financial decisions
7. Committee Reports
	1. Business and Economic Development (BED) – Michael Preston, Chair, was not in attendance. An overview of the first meeting was provided by Jay Beeber and Carolyn Casavan, who were in attendance at the meeting.
	2. Land Use Committee – Ron Ziff, Chair.

The next LUC meeting is scheduled for September 19.

Items discussed:

* + 1. Nursery school at 5128 Hazeltine – single family home, 35 students
		2. Two Restaurants east of Woodman on Ventura requesting staying open until 2:00 am, with valet parking
		3. The Il Villagio Project passed the City Council Planning and Land Use Management Committee. Full City Council hearing will be held on August 28, 2013
		4. Low income housing at 5200 Sepulveda, 36 units.
		5. Projects approved – “On the Thirty” restaurant late hours and liquor license; BMW project.
	1. Elections Committee

The need to form and staff an Election Committee was discussed. As the new 2nd Vice President, Jay Beeber will chair the Committee.

1. The following announcements were made from the Executive Committee on items within SONC’s jurisdiction
	1. Next Executive Committee Meeting September 24.
	2. Next VANC meeting, September 13.
2. The meeting was adjourned at 7:00 pm.

Respectfully submitted,

Carolyn Casavan, Secretary