



**Sun Valley Area Neighborhood Council**

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**SPECIAL JOINT  
 BOARD/ Executive/ Finance  
 Committee Meeting MINUTES  
 Monday, August 1, 2016  
 6:00pm – 8:30pm  
 (DRAFT)**

**Meeting Location:**  
 SVANC OFFICE  
 9040 Sunland Blvd.  
 Sun Valley, CA 91352  
 (MAIL NOT ACCEPTED AT THIS ADDRESS)

Board Member	Roll Call	Funding Vote Eligible*	Category	Seat
Aggas, Gary	Absent	YES	Resident	R5
Allen, Mark B.	PRESENT	YES	Business	B1
Bille, Elizabeth	Absent	YES	Resident	R1
Castañeda, Priscilla	Absent	No (A)	Youth Rep	Y1
Culley, Gene	Absent	YES	Senior Rep	S2
Dueñas, Angelica	Absent	YES	Resident	R2
Flores, Susan; <b>Secretary</b>	PRESENT	YES	Resident	R6
Housden, Linda	Absent	YES	At-Large	A6
Inkelaar-Cruz, Sean; <b>Treasurer</b>	PRESENT	YES	At-Large	A4
Khalaf, Sam	Absent	No (EX)	Business	B2
Koenig, Mylo	PRESENT	YES	At-Large	A1
Mendez, Sara	Absent	YES	Business	B6
Naranjo, Jesus	Absent	No (A)	Youth Rep	Y2
Novoa, Rene	Absent	YES	At-Large	A3
O'Gara, Barbara	PRESENT	YES	Senior Rep	S1
O'Gara, Mike; <b>President</b>	PRESENT	YES	At-Large	A2
Palomino, Catherine	Absent	YES	Resident	R3
Perez, Carmen	Absent	YES	Business	B7
Power, Rick	Absent	YES	Business	B5
Raaf, Robbie	Absent	YES	At-Large	A5
Sower, Cindy; <b>1<sup>st</sup> V.P.</b>	PRESENT	YES	Business	B4
Sower, Michael	Absent	YES	Business	B3
Thum, Wendy	PRESENT	YES	Resident	R4
Torrero, Jesse	Absent	YES	Comm. Int.	C1
Vacas, Monica	Absent	YES	Resident	R7
<b>TOTAL: 25</b>	<b>08 PRESENT, 17 ABSENT</b>			

\*Funding vote eligibility key: **A**=age less than 18 yrs; **E**=Ethics training; **F**=Funding training; **N**=not taken; **X**=expired

ITEM 1: Call to Order, Pledge of Allegiance

- Mr. Mike O'Gara called the SPECIAL meeting of Sun Valley Area Neighborhood Council to order at approximately 6:08pm; the Pledge of Allegiance was recited

ITEM 2: Roll Call

- Ms. Susan Flores, Secretary, took Roll; 08 board members were present. Quorum was met. There were no members of the public present

ITEM 3: Public Comment on matters within the Board's subject-matter jurisdiction that DO NOT appear on the agenda -- **NONE**

ITEM 4: Board Comment on matters within the Board's subject-matter jurisdiction that DO NOT appear on the agenda -- *NONE*

ITEM 5: Discussion/Review the letter from the City Attorney regarding Committee membership for SVANC as related to the Brown Act

- Discussion by boardmembers assisted in gathering facts needed by the board to make a decision on how to proceed, including Beautification meetings that often had an average of 6 boardmembers and 10 members of the public present.

ITEM 6: Possible Motion/Vote on a course of action for the above item

- The information will be included in correspondence to inform the City Attorney of the statistics gathered, and we will await a response from the City Attorney's office about how best to proceed.

ITEM 7: Review the finance data for the end of the year JUNE Monthly Expenditure Report (MER) presented at the July 12 meeting. (Finance Committee)

- Mr. Sean Inkelaar-Cruz noted that the June MER is contains the end-of-fiscal-year figures. Je mpted tjat \$5824 was spent in June, and \$36,699 was spent out of our \$42,000 allotted budget.
- He stated that he still needs to submit the June MER
- He reviewed the various July expenses for the first report of the new fiscal year starting July 1<sup>st</sup>,
- The City has made a first deposit into our account of \$7377.45. There was about \$1800 estimated that was left from the last fiscal year.

ITEM 8: Review the flow of work between the cardholder, DONE required signature forms, Project Budgets ETC.

- Finance workflow was discussed in order to find a suitable method to efficiently get finance items approved and processed efficiently and to get reports submitted on a timely basis
- Ms. Wendy Thum discussed a planned cleanup for the De Garmo area of CD2 for August 13<sup>th</sup> or 27<sup>th</sup>, costing from \$500 to \$700. However she will not hold a meeting until the ground rules for committee attendance is decided.

ITEM 9: Executive Board to review and start filling out the Strategic Plan for 2016-2017 to present to the Board at our August meeting. Set deadline.

- Mr. Mylo Koenig presented a draft form of the Strategic Plan for review prior to the board meeting later this month and asked for comments and/or additional input

ITEM 10: Report and Discussion from any Committee Chairs present

- Ms. Thum gave an update on Beautification Committee items
- Mr. O'Gara updated the board on the latest Planning & Land Use issues.

ITEM 11: Discuss scheduled upcoming and future presenters to Board meetings

- A rundown of those who have requested time to present to the board was discussed and urgency & time constraints were considered for scheduling.

ITEM 12: Set the agenda for the Board meeting on August 9, 2016

- Agenda items were formulated and discussed for inclusion on the board meeting.

ITEM 13: Public Comment on matters within the Board's subject-matter jurisdiction that DO NOT appear on the agenda -- *NONE*

ITEM 14: Board Comments on matters within the Board's subject-matter jurisdiction that DO NOT appear on the agenda

- Ms. Cindy Sower would like SVANC to consider creating a Public Affairs Committee

ITEM 15: Adjournment

- Mr. Inkelaar-Cruz motioned to adjourn the meeting, seconded by Mr. O'Gara, approved unanimously 08/00. The meeting was adjourned at 7:27pm.