



Sun Valley Area Neighborhood Council

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 Sun Valley CA 91353-0457
 Telephone 818-767-8262

Website: WWW.SVANC.COM

Special Board Meeting MINUTES
Monday, April 29, 2024
6:30 pm – 8:30 pm

Meeting At
Sun Valley Branch Library
 7935 Vineland Avenue
 Sun Valley, CA 91352
Zoom Webinar ID #: 987 6658 0221

* No training sessions completed, not eligible to vote **No funding training, not eligible to vote on fund matters

BOARD MEMBER	BOARD POSITION	PRESENT	ABSENT	NOT VOTING ELIGIBLE
Chávez, Norma O. President	At-Large Stakeholder Director	X		
García, Rosalio	Residential Stakeholder Director	X		
Gonzalez, Hector (work)	Residential Stakeholder Director		X	
Hill, Emilie A	Residential Stakeholder Director	X		
Mares, Lionel	Residential Stakeholder Director	X		
Sierra, Douglas 2nd Vice-President 6:43 pm	Business Stakeholder Director	X		
Tascian, Leticia	Senior Representative Director		X	
Thum, Wendy	Residential Stakeholder Director	X		
Vacas, Monica 1st Vice-President	Business Stakeholder Director	X		
Valle, Cindy I. Treasurer	Business Stakeholder Director	X		
Venegas, Eddie Secretary	Business Property Director		X	
Virgen, Symbria	Business Stakeholder Director		X	
TOTAL: 12 Quorum: 7 (at least one officer)	8 Present, 4 Absent, 0 Ineligible	8	4	0

ITEM 1: Call to Order, Pledge of Allegiance, Roll Call, Code of Civility

Norma O. Chávez, president, called the meeting to order at 6:30 pm. and began the meeting by leading the Pledge of Allegiance and the Code of Civility. Roll call was taken by Ms. Chávez and quorum was established with 7 members present at the time of roll call.

ITEM 2: Opening Remarks (President)

Ms. Chávez thanked all board members for attending this important meeting and their willingness to support all the work done to amend the By-laws. She announced that Mariam Moore and Ian Kim had resigned as SVANC board members.

ITEM 3: Comments from the Empower LA Neighborhood Empowerment Advocate (NEA) Lorenzo Briceno (lorenzo.briceno@lacity.org) Unable to be present

ITEM4: GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS which are within the Board’s subject-matter jurisdiction (comments only, no discussion). There was no public commentary.

ITEM 5: Board Member Comment on matters within the Board’s subject-matter jurisdiction that DO NOT appear on the agenda (comments only, no discussion). There was no boardmember commentary.

ITEM 6: Discussion and Possible Action on a revote to approve the SVANC Bylaws amendments that were previously submitted to the Department of Neighborhood Empowerment (Chávez, Bylaws Committee) Cindy Valle moved and Rosalío García seconded. The major amendments to the Bylaws were reviewed and discussed:

1. The first amendment is the removal of two At-Large seats to distribute one to the Residential seat and the other to the Business seat.
 2. The second major change was adding responsibilities to the two positions of vice-presidents as they did not really have an assignment unless the president is unable to continue in his/her position.
 - A. One vice-president will serve as the communications representative and will make sure CISs and approved letters get submitted in a timely manner, emails get responses, updated rosters get submitted as soon as changes are made, update our social media accounts and stay informed with City Council motions and bring CIS to be considered by the Board.
 - B. The other vice-president will serve as the Committee’s Leader and will make sure that all committee members are properly trained on how to run a meeting, write agendas, write minutes, get a directory of the committee members, get keys to the office, agendas get posted at the office window, agendas get submitted to NCsupport and the webmaster in a timely manner. The vice-president will also assist with setting up a regular day and time for the committee meetings.
 3. The third change was made on the procedures to be followed when board members are absent for three consecutive meetings and when they are absent four meetings within twelve consecutive months.
 4. Changes were made to the description of the Outreach committee as the list of newsletter subscribers continues to be the same since five years ago. It is now being required that the outreach committee create a list of schools, churches, neighborhood watch groups, non-profit organizations, home owners associations, and any other local organizations and to bring information to the board on a monthly basis as well as communicating back to those groups of SVANC’s events. They will also create a marketing plan to solicit participation from stakeholders.
- Other language was kept from the template. Voting took place and the amendments to the bylaws were approved with eight votes in favor.

Yes-08 1 st Cindy I. Valle 2 nd R. Garcia	No - 00	Recused-00	Not Eligible - 00	Absent - 04
Chávez, R.Garcia, Hill, Mares, Sierra, Thum, Vacas, Valle	NONE	NONE	NONE	Gonzalez, Tascian, Venegas, Virgen

The ITEM numbers were corrected as there were two ITEM 6, so the second ITEM 6 was changed to 6a. The BACs will reflect the change.

ITEM 6a: Motion / Discussion / Vote to approve the changes to the previously approved NPG from Glenwood Elementary to a new date and a correction to their letter to remove the word donation (Chávez). The motion was approved with 8 votes in favor.

Yes-08 1 st Vacas 2 nd R. Garcia	No - 00	Recused-00	Not Eligible - 00	Absent - 04
Chávez, R.Garcia, Hill, Mares, Sierra, Thum, Vacas, Valle	NONE	NONE	NONE	Gonzalez, Tascian, Venegas, Virgen

ITEM 7: Motion / Discussion / Vote to approve providing Glenwood Elementary School with volunteer support for the renovation of their school garden area, Saturday date TBD, pending NPG approval and disbursement by the City Clerk's Office. (Hill, Beautification) Wendy Thum moved and Monica Vacas seconded.

Emilie Hill moved to amend the motion to read, " **Motion / Discussion / Vote to approve providing Glenwood Elementary School with volunteer support for the renovation of their school garden area on Saturday, June 1 from 7:30 am to 1:00 pm, pending NPG approval and disbursement by the City Clerk's Office.** Rosalío García seconded the motion.

The motion was approved unanimously.

ITEM 7 (amended): Monica Vacas moved and Cindy Valle seconded. The motion was approved with 8 votes in favor.

Yes-08 1st Vacas 2nd Valle	No - 00	Recused- 00	Not Eligible - 00	Absent - 04
Chávez, R.Garcia, Hill, Mares, Sierra, Thum, Vacas, Valle	NONE	NONE	NONE	Gonzalez, Tascian, Venegas, Virgen

ITEM 8: Motion / Discussion / Vote to approve spending up to \$100 on water and snacks for volunteers at Glenwood Elementary School's garden renovation day, if the immediate preceding motion is passed. (Hill, Beautification) Wendy Thum moved and Monica Vacas seconded. Discussion took place. The treasurer shared that SVANC has no funds available and that after paying the remainder of the bills SVANC will be in negative numbers and it is possible one bill will have to wait until the next fiscal year funds become available. Board members felt that by voting yes even though there are no funds, SVANC is committing to something that cannot be fulfilled. Board members offered to assist with reaching out to community businesses for their support. Voting took place and the motion did not pass with 4 votes against, 3 in favor, and 1 abstained.

Yes-03 1st Wendy Thum 2nd Monica Vacas	No - 04	Abstained- 01	Not Eligible - 00	Absent - 04
Hill, Sierra, Thum,	Chávez, R.Garcia, Vacas, Valle	Mares	NONE	Gonzalez, Tascian, Venegas, Virgen

ITEM 9: Motion / Discussion / Vote to approve the amended 2023-2024 Admin Packet to include the recommendations made from the City Clerk funding representative. <https://www.svanc.com/archives/agendadocs/2024/04/2023-2024-SVANC-admin-packet.pdf>

Norma Chávez moved to table this item as no new updates/recommendations had been made by the City Clerk. The motion was tabled with no objections.

ITEM 10: Public Comment on matters within the Executive Board's subject-matter jurisdiction that DO NOT appear on the agenda (comments only, no discussion) No public commentary

ITEM 11: Board Members Announcements on matters within the Executive Board's subject-matter jurisdiction that DO NOT appear on the agenda (comments only, no discussion)

Lionel Mares shared the following updates regarding the SVANC finance dashboard, Finance and Budget meeting with Blumenfield, city controller Kenneth Mejia budget updates, Council President Governance Reform Committee, Congress of Neighborhoods, and the NC Budget Day.

ITEM 12: Adjournment @ 7:31 pm; 1st Valle, 2nd R Garcia. All in favor

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PUBLIC ACCESS OF RECORDS – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed in the window of our OFFICE 8720 Sunland Blvd, Sun Valley, CA 91352 and on our website: www.SVANC.com or at the scheduled meeting.

Translation Services - To ensure availability of Services or to request at least 3 business days prior to this council by contacting secretary@SVANC.COM

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