

ROUGH DRAFT

**CENTRAL SAN PEDRO NEIGHBORHOOD COUNCIL
Governing Board & Stakeholder
Regular Meeting Minutes
July 17, 2002**

Meeting was called to order at 6:10 p.m. at the Harry Bridges Community Labor Center located at 350 W. 5th Street, Suite 209, San Pedro, California.

Notice of this meeting and its' agenda were posted at the following locations: YWCA, Toberman Settlement House, Boys and Girls Club of San Pedro, Los Angeles Public Library – San Pedro, Los Angeles City Hall – San Pedro and Rancho San Pedro Housing Authority Office, Harry Bridges Community Labor Center.

Present:

Howard Uller, President
Cathy Maynez Familathe, Secretary
Aphraim Khalbourji, Treasurer

Justine Arian
Conrad Aguirre
Specialist
Ray Burch
Sal Pardo
Larry Henderson
Tom Villiger
Thelma Gaitlin
Sharon Stewart
Mike Hermann

Absent:

Kevin Schroeder
Jim Whitt, Vice-President
Sharon Stewart

Benny Chavez
Dan Pasley, Communication

Governing Board Agenda:

1. Call to Order – Howard Uller, President
2. Welcome & Introductions
3. Roll Call & Minutes of June 19 Governing Board & Stakeholders Meeting – Cathy Familathe, Secretary
4. Executive Committee (Designation/Mandate)
5. Official Correspondence
6. Select Alternate Delegate to PCAC (Port Community Advisory Committee)
7. Budget/Finance/Treasurer Committee Report
8. Grievance Procedure
9. Distribute Brown Act & Ethics Commission Items
10. Ethics Commission Presentation – Chelsea Cochrane, City Ethics Commission Conflict of Interest Laws/Financial Disclosure Statements/Acceptance of Gifts/Ethics Rules
11. Motion to Adjourn

Stakeholders Meeting Agenda:

1. Call to Order – Howard Uller, President
 2. Stakeholders Registration/Sign In
 3. Governing Board & Stakeholders Minutes of June 19, 2002 meeting.
 4. Report on July 17, 2002 Governing Board Meeting
Howard Uller, President – Report on Brown Act Training & Ethics Commission
- Financial Disclosure
- Cathy Familathe, Secretary – Summary and Actions
 5. Official Correspondence
 6. Finance Committee & Treasurer’s Report – Aphraim Khalbourji, Treasurer
 7. Report – Port Community Advisory Committee (PCAC) – Renee Simon
 8. Standing Committee Reports:
Issues Committee – Renee Simon and Alfred DeLuna
Communications Committee – Dan Pasley, Communication Officer (written report to be distributed)
 9. Program – Borough System of Government
Councilwoman Hahn’s Proposal vs. Hertzbergs’s Proposal
a) should we sponsor a forum on these proposals? b) Should Central SPNC sponsor a forum on secession?
 10. Stakeholders Comments
 11. Agenda Items for August 2002 Stakeholders Meeting
 12. Motion to adjourn.

Governing Board Meeting Minutes

1. Call to Order, Welcome & Introductions and Roll Call
2. Secretary Report by Cathy Familathe

M/S/C to excuse governing board members Mike Hermann and Kevin Schroeder from June 19, 2002 Governing Board and Stakeholders meetings due to serious family illnesses.

Recommend that the following address be used for the Central San Pedro Neighborhood Council for the purpose of receiving mail. Also, be advised that the phone line and message center has been established. Currently, the message is in English but will have committee member/volunteer Zivko Prole assist with Spanish translation in the future:

Central San Pedro Neighborhood Council, % Harry Bridges Institute, 350 W. 5th Street, Suite 208, San Pedro, CA 90731, Office: (310) 831-9707, Fax: (310) 831-9703, website: www.sanpedrocity.org, e-mail: council@sanpedrocity.org

3. Executive Committee (Officers) Designation/Mandate is mandated to meet per the by-laws: M/S/C that Executive Committee will meet one (1) week prior to the regular monthly meeting of the Council. These meetings will be posted at the required six (6) locations and the website.

4. Official Correspondence

Citywide Neighborhood Council Linkage Committee Meetings – Councils have been encouraged to meet but have not done so. Secretary to make contact and send letters to Coastal, Northwest, Harbor City and Wilmington asking if they are prepared to meet.

Los Angeles Citywide Alliance of Neighborhood Councils meeting will be held this [Saturday, July 20th](#), 9:30 am at Los Angeles City College.

City of Los Angeles Congress of Neighborhoods will be held on Saturday, August 3rd, at the Sheraton Universal. The all day event will feature training sessions on a variety of skills essential to the operation of an effective Neighborhood Council. Following plan to attend: Cathy Familathe, Howard Uller, Aphraim Khalbourji, and Tom Villiger.

5. Budget Committee Report – Aphraim Khalbourji – gave a report regarding various fundraising ideas/concepts. Expressed frustration over not receiving answers to questions from DONE; i.e, which Tax ID do we use, what can we do or not do in fundraising, etc?

M/S/C (unanimous) to encourage the concept of a stakeholder donation and business and/or individual sponsoring donation in order to help supplement the operating grant provided by DONE. Secretary to send letter to DONE and Councilwoman Hahn’s office requesting legal clarification/advice regarding this concept.

6. Ethics Commission Presentation – Chelsea Cochrane, City Ethics Commission – (213) 978-1992

Conflict of Interest Laws/Financial Disclosure Statements/Acceptance of Gifts/Ethics Rules

Chelsea Cochrane explained that the California Political Reform Action mandates that “every agency shall adopt and promulgate a Conflict of Interest Code.” The Conflict of Interest Code is a tool that helps assure the public that decisions made by government agencies are being made without regard to personal financial gain of the decision-makers. Deadline for Central SPNC to adhere to: 1) Six (6) months from July 17, 2002 - submission of Conflict of Interest Code for approval and 2) 30 days after approval - submission of disclosure for each person required to file such disclosure

M/S/C that a Code of Ethics Committee will be established to develop a Conflict of Interest Code; that board members Howard Uller, Cathy Familathe and Sal Pardo will be committee members; and code will be submitted to board, stakeholders and LA City Council for final approval.

7. Grievance Procedure will be carried over to the next Regular Meeting of the Governing Board and Stakeholders.

8. M/S/C to adjourn.

Stakeholders Meeting Minutes

1. Governing Board & Stakeholders Minutes of June 19, 2002 Meeting – Conrad Aguirre reported that the following motion needs to be inserted into the minutes under Issues Committee: Knoll Hill and Front Street because it was omitted: M/S/C (1 abstention) for the Central San Pedro Neighborhood Council to put together a plan on what we as a council would like to see done with Knoll Hill and Front Street.

M/S/C (1 abstention) to accept Governing Board & Stakeholders Minutes of June 19, 2002 Meeting as amended.

2. Borough System of Government - Councilwoman Hahn's Proposal vs. Hertzbergs's Proposal
 - a) Should we sponsor a forum on these proposals?
 - b) Should Central SPNC sponsor a forum on secession?

Michael Molina, Chief of Staff for Councilwoman Hahn gave a presentation regarding Janice Hahn's Proposal for the Borough System of Government followed by a question and answer period.

M/S/C for Central San Pedro Neighborhood Council to sponsor two (2) separate educational forums concerning the following issues: 1) secession and 2) borough system of government and to invite Coastal and Northwest San Pedro, Wilmington and Harbor City Neighborhood Councils to co-host or at least attend these events

3. Governing Board Meeting – July 17, 2002 Report

Howard Uller – President – 1) Brown Act Training – Several board members attended training and packets with information were given to each board member and 2) Ethics Commission Financial Disclosure – See Item 6 above.

Cathy Familathe, Secretary – Summary and Actions Report - Items 2, 3, 4, 5 and 7 above.

4. Code of Ethics Committee will be Governing Board members Sal Pardo, Cathy Familathe, Aphraim Khalbourji and stakeholder Sherry Lopez volunteered to work on this committee. Howard Uller removed his name from this committee.
5. USC Neighborhood Council's Project – Reminder for board members to get their surveys done.
6. Port Advisory Community Advisory Committee Alternate Delegate – Sherry Lopez was selected amongst the stakeholders.

7. Finance Committee & Treasurer's Report – Aphraim Khalbourji, Treasurer – Item 5 above

M/S/C to request legal advice from DONE regarding fundraising guidelines in order to supplement the operating grant that we are going to receive from DONE.

8. Standing Committee Reports:

? Port Community Advisory Community (PCAC) report was given by Renee Simon.

? Issues Committee Report by Renee Simon, Alfred DeLuna and Conrad Aguirre – Committee met on July 1 and 15 and the primary agenda items for both meetings was creating sub-committees to address the specific short term issues as presented at the June 19th meeting as well as issues as such as Knoll Hill/Front Street; Street Sweeping/Trash/Lighting and Housing. The Issues Committee like most of our committees is struggling due to lack of volunteers. The Executive Committee will discuss how to recruit volunteers and encourage more participation in our various committees, particularly for the Issues Committee in order for our committees and our council to be more productive and effective. Housing Committee Sub-committee meeting on Thursday, July 18 at 7:00 p.m. at Toberman Settlement House located at 131 N. Grand Avenue.

? Communications Committee Report by Dan Pasley, Communication Officer – Note written report distributed.

9. \$102.67 was raised amongst the Board and stakeholders to pay for council expenses.

10. Tentative agenda for next regular meeting

Minutes of July 17, 2002 Regular Meeting of Governing Board & Stakeholders
Executive Committee Meeting Report

Official Correspondence

Grievance Procedure

Standing Committees:

Budget/Finance/Treasurer Report

Communication Report

Issues Report

Port Community Advisory Committee Report

11. M/S/C to adjourn the meeting at approximately _____.

