



Greater Wilshire Neighborhood Council
Special Board Meeting Minutes, Wednesday, June 2, 2021
Approved July 14, 2021

In conformity with the Governor's Executive Order N-29-20 (March 17, 2020) and due to concerns over COVID-19, this duly noticed meeting was held entirely online and telephonically.

I. WELCOMING REMARKS

A duly noticed Meeting of the Greater Wilshire Neighborhood Council ("GWNC") Board of Directors was held online. President Starr called the meeting to order at 6:03 p. m. and noted that the next Board meeting will be on June 9th at 7:00 p.m.

The Secretary called the roll. Fifteen of the 21 Board Members or their Alternates were present online at the Roll Call: Scott Appel, Jeffry Carpenter, Patricia Carroll, Cindy Chvatal Keane, Brian Curran, Charles D'Atri, Jennifer DeVore, Philip Farha (Alternate for Christopher Hauck), Gary Gilbert, John Gresham (Alternate for Michael Duggan), Stephanie Lee, Beau Lloyd (Alternate for Stephanie Shim), Cathy Roberts, Owen Smith and Conrad Starr. Juan Portillo Jr. arrived later. Five Board Members were absent and not represented by an Alternate: Bailey Benningfield, Brian Donahoe, Mike Genewick, Bindhu Varghese and John Winther. The GWNC quorum (the minimum number of Board Members needing to be present to take binding votes on Agendized Items) was 13 (see the Bylaws link at <https://greaterwilshire.org/bylaws-board-rules>), so the Board could take such votes. All 21 of the 21 Board Seats were filled (by election or appointment). No Board Seat was vacant. Seven Alternate Seats were vacant; to apply see www.GreaterWilshire.org. Also attended: at least seven Stakeholders and guests.

II. ADMINISTRATIVE ITEMS (Discussion and Possible Action).

A. Board Member and Board Alternate Administration

1. Board Member and Alternate Training Requirements: All board members and alternates must complete ethics and funding training in order to vote on funding motions before the board. The training courses and instructions can be found at <http://empowerla.org/boardmembers>.
 - a) Training needed (per DONE website): Brian Donahoe, Cathy Roberts, Stephanie Lee, Bindhu Varghese, Juan Portillo, Gary Gilbert, Stephanie Shim, Bailey Benningfield, Raphie Cantor, Kelly Reilly, Mike Genewick, David Trainer, Kathryn Burke, William Schneider, Beau Lloyd, Helen Eigenberg
2. Code of Conduct Policy: Board Members and Alternates are required to read and sign the Neighborhood Council Code of Conduct Policy within 30 days of their election or appointment.

Mr. Starr noted the above. Ms. DeVore reported that Cornerstone sent training links; notify her if you have not received them.

III. AD HOC COMMITTEES (Discussion and possible action)

A. Ad Hoc Staffing Committee (Chair: Cindy Chvatal-Keane)

1. Report

Ms. Chvatal reported that the Committee “met May 19th to discuss how to move forward” and approved a “registered, certified, available” Parliamentarian, Jim Stewart.

2. Possible Motion: to engage James Stewart, Parliamentarian, for parliamentary consulting services at a cost of up to \$600 in the FY 2020-21.

MOTION (by Ms. Chvatal, seconded by Ms. DeVore): The Greater Wilshire Neighborhood Council engages James Stewart, Parliamentarian, for parliamentary consulting services at a cost of up to \$600 in the Fiscal Year 2020-21.

DISCUSSION: Mr. Stewart said that he would be unavailable to the GWNC from September 2021 through February 2022. Mr. Carpenter said the Board needs to be “restoring cordiality and mutual trust.” Ms. Chvatal noted the challenge of finding such a Parliamentarian in Los Angeles. Mr. Stewart said “there are only two registered Parliamentarians in Los Angeles at the moment.”

Board Member Juan Portillo arrived at this time (6:21), making 16 Board Members (or their Alternate(s)) present (the GWNC quorum is thirteen).

Mr. Stewart said he has been a Parliamentarian for “over 20 years” and has held a number of high-ranking professional positions; “this is my sole profession.” “Availability is on a first-come, first-serve basis unless I have a standing contract . . . I am an advisor; I have no power . . . I can help you write Motions . . . I don’t get involved in any content . . . only how you do it . . . “

MOTION PASSED by a roll call vote of the 12 eligible voters present with 11 in favor (“Yes” or “Aye”) (Appel, Carpenter, Carroll, Chvatal, Curran, D’Atri, DeVore, Farha, Gresham, Roberts and Smith); zero opposed; one abstained (the GWNC counts abstentions as neither “yes” votes or “no” votes) (Starr). Four were ineligible to vote due to not having current Ethics Training and/or Funding Training (Gilbert, Lee, Lloyd and Portillo).

3. Possible Motion: to engage James Stewart, Parliamentarian, for parliamentary consulting services at a cost of up to \$900 for FY 2021-22.

Joe Suh said “I wish this had been done properly.” Mr. Stewart said “no, I do not” have any conflict of interest with working with the GWNC. Ms. Chvatal reported that “the

Committee discussed how we would look” for a Parliamentarian; “no one else applied . . . Our previous President brought” Mr. Stewart, previously, for advice. Mr. Gilbert asked a number of people; no one knew of anyone else available. Ms. Chvatal described her research; “we got no responses” to computer searching.

MOTION (by Ms. Chvatal, seconded by Ms. Roberts): The Greater Wilshire Neighborhood Council engages James Stewart, Parliamentarian, for parliamentary consulting services at a cost of up to \$900 for Fiscal Year 2021-22.

MOTION PASSED by a roll call vote of the 12 eligible voters present with 11 in favor (“Yes” or “Aye”) (Appel, Carpenter, Carroll, Chvatal, Curran, D’Atri, DeVore, Farha, Gresham, Roberts and Smith); zero opposed; one abstained (the GWNC counts abstentions as neither “yes” votes or “no” votes) (Starr). Four were ineligible to vote due to not having current Ethics Training and/or Funding Training (Gilbert, Lee, Lloyd and Portillo).

IV. TREASURER’S REPORT (Patricia Carroll) (Discussion and Possible Action)

A. FY 2021/21 Administrative Packet and Budget Allocation Package.

1. Proposed Motion: The GWNC adopts the revised FY 2020/21 Administrative Packet as presented.

Mr. Starr noted “FY 2021/21” should be “FY 2020/2021.” Ms. Carroll reviewed the above. No Motion was made or vote taken.

V. ADJOURNMENT

A. Upcoming GWNC Board Meeting. The next GWNC Board Meeting will be held at 6:30 p.m. on Wednesday, June 9, 2021 via Zoom ID #966 7700 1434.

Mr. Starr noted the above.

MOTION to ADJOURN (by Ms. Chvatal, seconded by Ms. Roberts).

MOTION to ADJOURN PASSED unanimously; zero opposed; zero abstained.

Mr. Starr **ADJOURNED** the Meeting at 6:44 p.m.

Respectfully submitted,

David Levin, Minutes Writer

The first paragraph of some Items, Motions/Resolutions and other wording may have been copied from the Agenda. Edited by the GWNC. The GWNC Board Meeting Minutes page is <http://greaterwilshire.org/board-agendas-minutes>.