



Greater Wilshire Neighborhood Council
Special Board Meeting Minutes, Thursday, July 29, 2021
Approved September 8, 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. Call to Order (President)

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 6:42 p. m.

B. Roll Call (Secretary)

The Secretary called the roll. Thirteen of the 21 Board Members or their Alternates were present online at the Roll Call: Hayden Conner Ashworth (Alternate for Bailey Benningfield), Jeffrey Carpenter, Patricia Carroll (Treasurer), Cindy Chvatal-Keane, Charles D'Atri (Vice-President), Jennifer DeVore (Secretary), John Gresham (Alternate for Michael Duggan), Stephanie Lee, Caroline Labiner Moser (Alternate for Gary Gilbert), Cathy Roberts, Owen Smith, Conrad Starr (President), and John Winther. Juan Portillo Jr. and Bindhu Varghese arrived later. Six Board Members were absent and not represented by an Alternate: Scott Appel, Brian Curran, Brian Donahoe, Mike Genewick, Christopher Hauck and Stephanie Shim. 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.

II. ADMINISTRATIVE ITEMS (Discussion and Possible Action)

A. Ad Hoc Staffing Committee. Discussion and possible action on Ad Hoc Staffing Committee: scope, mandate, membership, including possible dissolution and reformation.

Mr. Starr reminded that the Committee had been responsible for reviewing applications, interviewing candidates and making recommendations. He noted that the Staffing Committee Chair asked about adding more to the Committee and extending the Committee's end date past August. Committee Chair Cindy Chvatal wanted to "expand the scope of the Committee to include reviewing the job description." She indicated that a candidate named Julie is highly recommended. Ms. Carroll said Julie is "very

organized . . . she’s been working with the City a lot.” Ms. Chvatal noted that Mr. Starr referred two Webmaster candidates and that she will distribute the candidates’ curriculum vitae to the Committee.

MOTION (by Ms. Chvatal, seconded by Mr. Smith): The Greater Wilshire Neighborhood Council will increase the capacity and scope of the Committee’s job description to include editing job descriptions, interviewing candidates, extend the deadline to September and contributing to the marketing positions to increase flexibility.

DISCUSSION: Ms. Chvatal explained that the job description would not be changed, just made “shorter.”

Board Members Juan Portillo and Bindhu Varghese arrived by this time (6:52), making 15 Board Members present online (the GWNC Board quorum was thirteen).

MOTION PASSED unanimously by a roll call vote of the 15 eligible voters present online with 14 in favor (“Yes” or “Aye”) (Ashworth, Carpenter, Carroll, Chvatal, D’Atri, DeVore, Gresham, Lee, Moser, Portillo, Roberts, Smith, Varghese and Winther); zero opposed; one abstained (the GWNC counts abstentions as neither “yes” votes or “no” votes) (Starr).

III. ADJOURNMENT

A. Upcoming GWNC Board Meeting. The next GWNC Board Meeting will be held at 6:30 p.m. on Wednesday, August 11, 2021 via Zoom ID #966 7700 1434.

MOTION to ADJOURN (by Ms. Chvatal, seconded by Mr. D’Atri).

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

The Meeting was **ADJOURNED** at 6:55 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>.