



Greater Wilshire Neighborhood Council  
General Board Meeting Minutes, Wednesday, May 10, 2023  
Approved June 14, 2023

Document copies were distributed and available at [www.greaterwilshire.org/BDdocs](http://www.greaterwilshire.org/BDdocs).

**I. WELCOMING REMARKS**

A. Call to Order (Conrad Starr)

A duly noticed Meeting of the Greater Wilshire Neighborhood Council (“GWNC”) Board of Directors was held at the Ebell of Los Angeles, 743 S. Lucerne Blvd., Los Angeles, CA 90005. President Conrad Starr called the meeting to order at 6:37 p. m. and explained procedures.

B. Flag Salute

The Pledge of Allegiance was led by Mr. Starr.

12: Atlee, Betancourt, Carroll, Chvatal, D’Atri, DeVore, Gilbert, Paige, Rielly, Roberts, Smith and Starr; s/b 13 w Harvey?

C. Roll Call (Jennifer DeVore)

The Secretary called the roll. Twelve of the 20 Board Members or their Alternate(s) were present at the Roll Call, which is not a quorum: Selene Betancourt, Patricia Carroll (Treasurer), Cindy Chvatal-Keane, Charles D’Atri (Vice-President), Jennifer DeVore (Secretary), Gary Gilbert, Jesseca Harvey, Tess Paige, Kelly Rielly (Alternate for Scott Appel), Cathy Roberts, Owen Smith and Conrad Starr (President). Tommy Atlee arrived later. Seven Board Members were absent and not represented by an Alternate: Brian Curran, Jeffry Carpenter, John Gresham, Stephanie Lee, Beau Lloyd, Benny Rosenberg and John Winther. New Area 12 – Western-Wilton Seat Board Member Andy Galan was appointed to the Board during below Item #VI. C. 3. a. The GWNC quorum (the minimum number of Board Members needing to be present to take binding votes on Agendized Items) is 13 (see the Bylaws link at <https://greaterwilshire.org/bylaws-board-rules>), so at this time the Board could only take public comments, could not have any official discussions, and could not make any Motions or take any votes. Twenty of the 21 Board Seats were filled (by election or appointment). One Board Seat was vacant [Area 12 - Western-Wilton, until it was filled in Item #V. C. 3.]. Seven Alternate Seats were vacant [see Item #V. C. 2.; to apply see [www.GreaterWilshire.org](http://www.GreaterWilshire.org)]. Also attended: 13 Stakeholders and guests.

**II. GOVERNMENT REPORTS & ANNOUNCEMENTS**

- A. Fifth Council District (Field Deputy Michelle Flores - [michelle.flores@lacity.org](mailto:michelle.flores@lacity.org)).  
Michelle Flores, a Field Deputy for L.A. City District Five Councilmember Katy

Yaroslavsky [ofc. 213-473-7005; <https://councildistrict5.LACity.gov>], was not present; there was no report.

George Hakopiants, a Deputy District Director for L.A. City District Five Councilmember Katy Yaroslavsky [cellphone 213-207-3023; ofc. 213-473-7005; [George.Hakopiants@LACity.org](mailto:George.Hakopiants@LACity.org); <https://councildistrict5.LACity.gov>], was not present; there was no report.

B. Thirteenth Council District (Field Deputy Karla Martinez - [karla.g.martinez@lacity.org](mailto:karla.g.martinez@lacity.org)).

Karla Martinez, a Field Deputy for L.A. City District 13 Councilmember Hugo Soto Martinez [213-473-7013; <https://cd13.LACity.org>]; was not present; there was no report.

C. Office of the Mayor (Serapia Kim - [serapia.kim@LACity.org](mailto:serapia.kim@LACity.org))

Serapia Kim, Central Area Representative for Mayor Karen Bass [213-978-3130; <http://LAMayor.org>], was not present; there was no report.

D. LAPD Olympic & Wilshire Divisions (SLOs Cho, Pelayo, Cordova, Rodriguez) Hebel

Rodriguez, an LAPD Wilshire Division Senior Lead Officer [office 213-473-0476; cell/text phone 213-793-0715; [35738@LAPD.Online](mailto:35738@LAPD.Online); [www.LAPDWilshire.com](http://www.LAPDWilshire.com)], reported crime statistics.

*Board Member Tommy Atlee arrived at this time (6:47), making 13 Board Members (or their Alternate(s)) present (the GWNC quorum was thirteen). Now the Board could take binding votes on Agendized Items.*

Officer Rodriguez said that crime has increased over last year, but the increase is decreasing. “Retail stores are being affected the most.” He reminded to have vehicle doors locked while driving. He encouraged that, if you see a person with a hidden weapon during a crime, stay quiet and call 9-1-1; don’t confront them.

E. Department of Neighborhood Empowerment (John Darnell - [john.darnell@LACity.org](mailto:john.darnell@LACity.org))

John Darnell, a Neighborhood Empowerment Advocate of the L.A. Dept. of Neighborhood Empowerment (DONE) [213-978-1551; [www.EmpowerLA.org](http://www.EmpowerLA.org)], reported that new Board Members will receive training links “way ahead of” July 1<sup>st</sup>. “All the trainings are online . . . called ‘Cornerstone’ . . . it takes about three hours.”

F. LA Metro (Ned Racine - [racinen@metro.net](mailto:racinen@metro.net))

Ned Racine, Metro Principal Construction Relations Officer [cell 213-418-5993, 24-hour information 213-922-6934; Bus Rapid Transit 24-hour hotline 213-922-2500+1; [PurpleLineExt@metro.net](mailto:PurpleLineExt@metro.net); [www.facebook.com/PurpleLineExt](http://www.facebook.com/PurpleLineExt); [www.Twitter.com/PurpleLineExt](http://www.Twitter.com/PurpleLineExt); [www.metro.net/PurpleLineExt](http://www.metro.net/PurpleLineExt)], described upcoming work, including on the south side of Wilshire through June. “Although the Purple Line is a subway, a lot of the work is at grade [street] level” involving streets, gutters, storm drains and sidewalks. “Traffic control is approved by the LADOT.”

G. Other Government Representatives

Sherwin Shamoeil, a Field Representative for State 50th District Assemblymember Richard Bloom [310-450-0041; [Sherwin.Shamoeil@asm.ca.gov](mailto:Sherwin.Shamoeil@asm.ca.gov); <http://assembly.ca.gov/Bloom>], listed the Assemblymember's priorities and offered help.

*The next Agenda Item addressed was Item #VI. C. 3. a.*

*This report was made after Item #V. D. L.A. City Fire Dept. Battalion 18 Chief Paul Pham reported that he met with local businesses. He encouraged attending "Run, Hide, Fight" classes and to "have trauma kits available . . . know how to apply a tourniquet." Trainers are available.*

### **III. GWNC LIAISON REPORTS**

#### **A. LADWP (Jack Humphreville)**

The above Item was skipped.

#### **B. Budget Representatives (Jack Humphreville / Julie Stromberg)**

The above Item was skipped.

#### **C. LA Neighborhood Councils Coalition (LANCC) (Jennifer DeVore)**

1. Governance issues: Draft NC Bill of Rights (see board docs, email [lanccWG4CC@gmail.com](mailto:lanccWG4CC@gmail.com) with comments).

a) Discussion and Possible Motion: The GWNC appoints \_\_\_\_\_ to discuss and advise on the Draft NC Bill of Rights.

Ms. DeVore reported that LANCC [the Los Angeles Neighborhood Councils Coalition; [LANCC@EmpowerLA.org](mailto:LANCC@EmpowerLA.org); [www.LANCC.org](http://www.LANCC.org)] is creating a Neighborhood Councils Bill of Rights. Ms. Chvatal and Mr. Gilbert volunteered to be in a working group.

2. Preserving our Tree Canopy: Report over-pruning to 311 or Joanne D'Anotnio at [trees@ncsa.la](mailto:trees@ncsa.la).

Ms. DeVore noted the above.

#### **D. Other Liaisons or Representatives**

Ms. Paige reported regarding Public Works.

### **IV. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS**

There were no public comments at this time.

### **V. OFFICER REPORTS**

#### **A. President's Report**

1. Announcement of Vacant Board Seats at Start of 2023-25 Board Term (in accordance with GWNC Bylaws): the following seats will be available for appointment at the first meeting of the 2023-25 Board Term: Area 1 - Brookside - Alternate; Area 2 - Citrus Square - Alternate; Area 3 - Country Club Heights - Alternate; Area 4 - Fremont Place - Alternate; Area 6 - La Brea Hancock - Alternate; Area 11 - Sycamore Square -

Alternate; Area 12 - Western-Wilton - Director and Alternate; Area 13 - Wilshire Park - Alternate; Education - Alternate.

Mr. Starr noted the above and encouraged Candidates to attend the July [12<sup>th</sup>] Board Meeting and/or contact Ms. DeVore. He reported that some of his emails to Board Members bounced; the GWNC email system transition may have problems. “Instructions will follow” to Board Members.

B. Treasurer’s Report (Discussion and Possible Action) Please refer to MER and Administrative packet in the Supporting Documents folder (<https://greaterwilshire.org/bddocs/>).

1. Discussion and Possible Action – Motions.

a) Motion to Approve Monthly Expenditure Report (MER) for April 2023.

Card Expenses

4/3 Public Storage \$151.00  
4/4 Larchmont Chronicle (April) \$188.00  
4/20 DNH Media Temple \$300.00  
4/23 Larchmont Buzz \$ 70.00  
4/25 Staples \$28.46

Checks Cleared

3/30 Apple One : Admin WE 3/15 & 3/18 \$542.64  
3/30 Apple One: Admin WE 2/11 & 2/18 \$542.64  
3/30 Apple One: Admin WE 2/28 & 3/4 \$542.64  
3/30 Apple One: Admin WE 1/28 & 2/4 \$542.64  
3/30 Apple One: Minutes Writer 1/28 2/11 \$358.44  
3/30 Apple One: Minutes Writer 3 /4 & 3 /11 \$314.55  
3/31 Apple One: Admin WE 1/7, 1/14,1/21 & MW 1/14 \$1026.10

Ms. Carroll reviewed the above.

**FUNDING MOTION** (by Ms. Carroll, seconded by Ms. DeVore): The Greater Wilshire Neighborhood Council approves its Monthly Expenditure Report for April 2023.

**FUNDING MOTION PASSED** unanimously by a hand vote of the 12 eligible voters present with all 12 in favor (“Yes” or “Aye”) (Atlee, Betancourt, Carroll, Chvatal, D’Atri, DeVore, Gilbert, Paige, Rielly, Roberts, Smith and Starr); zero opposed; zero abstained. Two (Harvey and Galan) were ineligible to vote due to not having completed one or more of the required trainings and/or not having signed the Code of Conduct.

b. Motion to Approve Individual Expenses Listed in the April 2023 MER.

**FUNDING MOTION** (by Ms. Carroll, seconded by Ms. Chvatal): The Greater

Wilshire Neighborhood Council approves the individual expenditures it made in April 2023.

**FUNDING MOTION PASSED** unanimously by a hand vote of the 12 eligible voters present with all 12 in favor (“Yes” or “Aye”) (Atlee, Betancourt, Carroll, Chvatal, D’Atri, DeVore, Gilbert, Paige, Rielly, Roberts, Smith and Starr); zero opposed; zero abstained. Two (Harvey and Galan) were ineligible to vote due to not having completed one or more of the required trainings and/or not having signed the Code of Conduct.

*Board Member Charles D’Atri left at this time (7:18), making 13 Board Members present (the GWNC Board quorum is thirteen). The next Agenda Item addressed was the Item #II. G. Battalion Chief report.*

2. Review of past Board Expenses that may appear on the May 2023

MER. Outstanding Expenditures (Checks)...See MER

4/24 Apple One: Admin WE 4/5 & 4/12 \$542.64

4/24 Apple One: Admin WE 4/19 \$293.93

4/24 Apple One: Minutes Writer 4/5 & 4/19 \$607.15

4/24 Ume Works \$487.50

4/26 Hope Lutheran Church \$200.00

4/26 Enrich LA -NPG \$1000.00

4/26 Larchmont Charter -NPG \$ 250.00

5/5 Wilshire Crest PTA - NPG \$1000.00

Check not yet issued but encumbered

Apple One Admin \$587.87

Apple One Minutes \$131.67

The Barking Lot (Election space) \$125.00

First in Fire -NPG \$250.00

3. NPG’s possibly on May MER \$750

a) Possible Motion to approve any adjustments to the NPG Application made by First in Fire.

b) Possible Motion to approve any adjustments to the NPG Application made by Stories from the Front Line.

See below Item #VII. A. 1.

C. Vice-President’s Report

There was no report.

D. Secretary’s Report

Ms. DeVore reported that Mr. Darnell indicated that DONE may host Neighborhood Council email accounts.

**VI. ADMINISTRATIVE ITEMS** (Discussion and Possible Action).

A. Adoption of April 12, 2023 General Board Meeting Minutes.

No corrections or amendments were made.

**MOTION** (by Ms. DeVore, seconded by Ms. Roberts): The Greater Wilshire Neighborhood Council approves the Minutes of its April 12, 2023 General Board Meeting.

**MOTION PASSED** by a vote of the 13 eligible voters present with 12 in favor (“Yes” or “Aye”) (Atlee, Betancourt, Carroll, Chvatal, DeVore, Gilbert, Harvey, Paige, Rielly, Roberts, Smith and Starr); zero opposed (“No” or “Nay”); one abstained (the GWNC counts abstentions as neither “yes” votes or “no” votes) (Galan).

B. Adoption of March 27, 2023 Special Board Meeting Minutes

No corrections or amendments were made.

**MOTION** (by Ms. DeVore, seconded by Ms. Roberts): The Greater Wilshire Neighborhood Council adopts the Minutes of its March 27, 2023 Special Board Meeting.

**MOTION PASSED** by a vote of the 13 eligible voters present with 12 in favor (“Yes” or “Aye”) (Atlee, Betancourt, Carroll, Chvatal, DeVore, Gilbert, Harvey, Paige, Rielly, Roberts, Smith and Starr); zero opposed (“No” or “Nay”); one abstained (the GWNC counts abstentions as neither “yes” votes or “no” votes) (Galan).

C. Board Member and Board Alternate Administration

1. Board Director Vacancies:
  - Area 12 - Western-Wilton

Mr. Starr noted that the above Seat was filled.

2. Board Alternate Vacancies: 1
  - Area 3 – Country Club Heights
  - Area 4 - Fremont Place
  - Area 6 - La Brea-Hancock
  - Area 8 - Melrose
  - Area 9 - Oakwood/Maplewood/St. Andrews
  - Area 11 - Sycamore Square
  - Area 12 - Western-Wilton
  - Area 15 - Windsor Village
  - Religion
  - Renters

Mr. Starr noted the above.

3. Nominations, Elections and/or Motions to Appoint

a) Area 12 - Western-Wilton Candidate: Andy Galan

Mr. Galan introduced himself. He was a Neighborhood Council Treasurer for two years and works for the City's Chief Legislative Analyst. Ms. Chvatal nominated Mr. Galan, who accepted the nomination.

**MOTION** (by Ms. DeVore, seconded by Mr. D'Atri): The Greater Wilshire Neighborhood Council appoints Andy Galan to the Board Seat for Area 12 - Western-Wilton.

**MOTION PASSED** by a roll call vote of the 13 eligible voters present with 12 in favor ("Yes" or "Aye") (Atlee, Betancourt, Carroll, Chvatal, D'Atri, DeVore, Gilbert, Harvey, Paige, Rielly, Roberts and Smith); zero opposed; one abstained (the GWNC counts abstentions as neither "yes" votes or "no" votes) (Starr).

4. Neighborhood Council Oath of Office

"I pledge to represent the Greater Wilshire Neighborhood Council with dignity, integrity, and pride. I will encourage other points of view, even when they differ from my own. I neighborhood and praise it and promote it. To my neighbors, and to neighborhoods throughout the City of Los Angeles, I pledge to do this to the best of my ability."

Mr. Galan read aloud the Oath of Office.

*Mr. Galan was Seated at this time, making 14 Board Members (or their Alternate(s)) present (the GWNC quorum at this Meeting was thirteen). The next Agenda Item addressed was Item #V. B. 1.*

5. Board Training Requirements: All board directors 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) The following people have not yet completed the REQUIRED anti-bias (ABLE) training:

- Brian Curran
- Zubin Davar
- Tess Paige
- Selene Betancourt

Mr. Starr noted the above.

b) The following Board Members and Alternates are shown on <https://empowerla.org/gwnc/> as NOT having completed Ethics, Funding and/or Code of Conduct and are NOT eligible to vote on financial matters.

- Jeffrey Carpenter (Ethics)
- Owen Smith (Ethics)
- Zubin Davar (Ethics, Funding)
- Jesseca Harvey (Ethics)
- Selene Betancourt (Ethics, Funding)

Mr. Starr noted the above.

- c) Please get in the habit of checking EmpowerLA.org/GWNC for your training expirations and email secretary@greaterwilshire.org if there are any inconsistencies.

The above was noted.

6. Non-Board Committee Member Ethics Training Link -

<https://localethics.fppc.ca.gov/> Mr. Starr noted the above.

7. Liaison and Alliance Appointments - see

<https://empowerla.org/liaison/>.. There were no appointments at this time.

8. Digital Media Policy Appointments (See:

<https://drive.google.com/file/d/1AeXn3tS2kzoRJWit-OMKAUVwTtRhyh45/view>)

- a) Possible Motion: The GWNC appoints/elects \_\_\_\_\_ (and \_\_\_\_\_ etc.) as its Digital Media Account Administrator(s) to ensure compliance with the Digital Communications Policy (effective 10/4/2022). (Required role; absent designation, filled by board president.)

Mr. Starr explained the above. No Motion was made or vote taken.

- b) Possible Motion: The GWNC appoints/elects \_\_\_\_\_ (and \_\_\_\_\_ etc.) as its content creator(s) and/or comment moderator(s) to work with the Account Administrator(s). (Optional role.)

Mr. Starr explained the above. No Motion was made or vote taken.

**VII. AD HOC COMMITTEES** (Discussion and Possible Action)

A. NPG Committee (Julie Stromberg)

1. Final Report on Spring 2023 GWNC NPG Applications.

Ms. Carroll reported. The \$250 NPG to The Ebell of Los Angeles for the Stories from the Frontline event could not be processed. The First in Fire application needs to be redone.



2. Possible Motion: The GWNC Board approves granting an NPG to Anderson Munger YMCA in the amount of [\$500 or \$250]. [Note: postponed due to loss of quorum at 3/29/2023 Special Meeting.]

No Motion was made or vote taken.

B. Report of Elections Ad Hoc Committee (Jen DeVore)

Ms. DeVore reported that “all Seats are filled.”

C. Budget Ad Hoc Committee

1. Possible Additional Members

Mr. Starr reported that the Committee hasn’t yet met.

D. Board Transition Ad Hoc Committee

1. Possible Additional Members

Ms. DeVore volunteered to join the Committee as a fifth Member.

**VIII. QUALITY OF LIFE COMMITTEE** (Discussion and possible action) (Chair: Charles D’Atri)

A. Committee Membership.

1. Committee Vacancies - 5, including up to 1 additional Board Member.

Mr. Starr explained the above.

- B. Next Quality of Life Committee Meeting will be held on Wednesday, May 24, 2023 at 5 p.m. via Zoom ID #849 7793 0618 or a time and physical location to be determined. Mr. Starr noted the above.

**IX. OUTREACH COMMITTEE** (Discussion and Possible Action) (Chair: vacant; Committee Secretary: Jennifer DeVore).

A. Committee Membership (2 vacancies)

Mr. Starr noted the above.

B. Committee Chair - Possible Appointment by Board

There was no appointment.

- C. Next Outreach Committee Meeting will be held on Tuesday, May 16, 2023 at 6:30 p.m. at the John C Fremont Library at 6121 Melrose, Los Angeles 90038

**X. LAND USE COMMITTEE** (Discussion and possible action) (Chair: Brian Curran)

A. Report on the April 25, 2023 Land Use Committee Meeting.

Mr. Atlee reported that the Committee met at Marlborough School. The Wilshire Community Plan [<https://planning.LACity.org/plans-policies/community-plans>] was discussed and the need to ensure that there’s enough community comment time.

- B. [*This paragraph is copied from the Agenda.*] Proposed Mural at 227 N. Larchmont Blvd: (Kirsten Bunger) The proposed mural, to be painted on the side of the building by artist

Janice Chang, is intended to be “a celebration of Larchmont Village” that will highlight local landmarks and icons. Motion: That the Greater Wilshire Neighborhood Council oppose the proposed mural, to be painted on the side of the building located at 227 N. Larchmont Blvd. as presented on April 25, 2023, and requests that the presenter return with a revised proposal that removes all bakery branding and the name Levain Bakery. Project Manager Ms. Bunger presented and showed slides. She described the mural. Branding-related items have been removed from the draft mural. On April 24<sup>th</sup>, the City Dept. of Cultural Affairs approved the mural. The Committee supported the mural except for branding content.

**MOTION** (by Ms. Chvatal, seconded by Ms. DeVore): The Greater Wilshire Neighborhood Council supports the mural proposed for 227 N. Larchmont Blvd. as presented at the May 10, 2023 GWNC Board Meeting.

**DISCUSSION:** There was discussion of whether the proposed mural still has branding elements. Ms. Bunger said “we’re trying to open before the fourth of July.”

**MOTION PASSED** by a roll call vote of the 13 eligible voters present with 11 in favor (“Yes” or “Aye”) (Atlee, Betancourt, Carroll, Chvatal, D’Atri, DeVore, Harvey, Paige, Rielly, Roberts and Smith); zero opposed; two abstained (the GWNC counts abstentions as neither “yes” votes or “no” votes) (Gilbert and Starr).

C. Next GWNC Land Use Committee Meeting will be held at 6:30 pm on Tuesday, May 23, 2023, at the Marlborough School, Board Room at 250 S. Rossmore Ave, Los Angeles. The above was noted.

**XI. ENVIRONMENTAL & SUSTAINABILITY COMMITTEE** (Discussion and possible action) (Chair: Cathy Roberts).

A. Committee Report

Ms. Roberts reported.

B. Committee Membership

1. Committee Vacancies - 4, including up to 3 additional Board Members.

Mr. Galan volunteered to be on the Committee.

C. Next Environmental & Sustainability Committee Meeting will be held on Tuesday, June 6, 2023 at 6:30 p.m. at the Memorial Branch Library located at 4625 W Olympic Blvd, Los Angeles, CA 90019

Ms. Roberts noted the above.

**XII. TRANSPORTATION COMMITTEE** (Discussion and possible action) (Chair: Cindy Chvatal)

A. Committee Report on the March, 2023 Transportation Meeting.

Ms. Chvatal reported that the Committee awaits word regarding 6th Street traffic mitigation measures. A crosswalk was installed at 8<sup>th</sup> and Highland.

- B. Next GWNC Transportation Committee Meeting will be Thursday, May 18, 6:30 p.m. at JC Fremont Branch Library, 6121 Melrose Ave., Los Angeles 90038.  
Ms. Chvatal noted the above.

**XIII. RESILIENCE COMMITTEE** (Discussion and Possible Action) (Chair: Gary Gilbert) A. Committee Report

Mr. Gilbert reported that the Committee couldn't meet. Mr. Starr explained some history of the GWNC's work. He believed that parks are better emergency meeting places than private property because they would be secure and there'd be no access permission concerns. Mr. Gilbert noted that, "in the event of a major emergency, we're not going to see Police or Fire for weeks, maybe a month . . ." Mr. Darnell stated that, "in an emergency, the President can spend up to \$1,000."

B. Approval of GWNC Emergency Operations Plan

**MOTION** (by Ms. Chvatal, seconded by Ms. DeVore): The Greater Wilshire Neighborhood Council approves the GWNC Emergency Operations procedure as presented.

**MOTION PASSED** by a roll call vote of the 13 eligible voters present with 12 in favor ("Yes" or "Aye") (Atlee, Betancourt, Carroll, Chvatal, D'Atri, DeVore, Gilbert, Harvey, Paige, Rielly, Roberts and Smith); zero opposed; one abstained (the GWNC counts abstentions as neither "yes" votes or "no" votes) (Starr).

C. Committee Membership (multiple board and stakeholder vacancies)

- D. Next GWNC Resilience Committee Meeting will be held Monday, June 5 at 6:30 p.m. at Coldwell Banker on Larchmont, 251 N Larchmont Blvd.

The above was noted.

**XIV. NEW BUSINESS** (Discussion and Possible Action)

*GWNC Administrator Julia Christiansen stepped away at this time.*

- A. Administrative Support - Help Desk Support. Possible Motion: The GWNC approves a secondary pay rate of [\$20/hour to \$24/hour] (billable rate is [\_\_\_\_]) for its temporary administrative staff to support the below duties and will budget up to \$1,500 from Office/Administrative for the 2022-23 fiscal year:
- Disseminate instructions from webmaster to board regarding email migration, - Help board members and committee leadership to back up email accounts pre migration,
  - Help board members set up email clients on personal computers and mobile devices, and
  - Provide additional assistance related to email infrastructure at the direction of GWNC

officers and the webmaster.

Mr. Starr explained pay possibilities and the job description. The Executive Committee proposed paying \$22.50 per hour.

**FUNDING MOTION** (by Ms. Roberts, seconded by Ms. DeVore): The Greater Wilshire Neighborhood Council approves a secondary pay rate of \$24/hour (billable rate is \$31.92) for its temporary administrative staff to support the below duties and will budget up to \$1,500 from Office/Administrative for the 2022-23 fiscal year

**DISCUSSION:** Ms. Carroll reported that funding is available.

**FUNDING MOTION PASSED** by a roll call vote of the 11 eligible voters present with 10 in favor (“Yes” or “Aye”) (Atlee, Betancourt, Carroll, Chvatal, DeVore, Gilbert, Paige, Rielly, Smith and Starr); zero opposed; one abstained (the GWNC counts abstentions as neither “yes” votes or “no” votes) (Roberts). Two (Harvey and Galan) were ineligible to vote due to not having completed one or more of the required trainings and/or not having signed the Code of Conduct.

*GWNC Administrator Julia Christiansen returned at this time.*

B. Training Date(s) for GWNC Board Members (current and future)

Mr. Starr explained the work and is trying to contact Parliamentarian James

Stewart. C. Designation of Representative to Collect 2023 Election Materials

**MOTION** (by Ms. Carroll, seconded by Ms. Roberts): The Greater Wilshire Neighborhood Council approves Jennifer DeVore to pick up 2023 election materials.

**MOTION PASSED** unanimously by a hand vote of the 11 eligible voters present with all 11 in favor; zero opposed; zero abstained.

D. Mentorship Sign-ups

Mr. Starr explained this and encouraged seasoned Board Members to mentor newer Board Members.

**XV. BOARD MEMBER COMMENTS/ANNOUNCEMENTS**

**XVI. REQUESTS/MOTIONS FOR FUTURE AGENDA ITEMS**

No other requests were made.

**XVII. ADJOURNMENT**

A. Upcoming GWNC Board Meeting. The next GWNC General Board Meeting will be held at 6:30 PM on Wednesday, June 14, 2023 at the Ebell of Los Angeles, 743 S Lucerne Blvd, Los Angeles, CA 90005.

Mr. Starr noted the above and **ADJOURNED** the Meeting with no opposition at 8:40 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.* Possibly edited by the GWNC. The GWNC Board Meeting Minutes page is <http://greaterwilshire.org/board-agendas-minutes>.