

Special Meeting June 2, 2010 Minutes

Holy Martyrs' Armenian School, 16617 Parthenia Ave, North Hills West, CA 91343

Minutes for Board Approval June 16, 2010 EMHR; 6/6/2010 9:42:42AM

Present: Adam Halaby, Maria Carrillo, Ron Forbes, Renee Schwartz, Ernie Hilger, Mike Khalid, David Hyman, Ellie Hill Reese, Jean Herweg, Dawn Ailetcher Absent: Tesa Becica (1)

I. **Mandatory Funding Training delivered by Jacqueline Mendez, DONE, Senior Mgm't. Analyst**

- A. Jacqueline Mendez, 213-485-1360, Jacqueline.Mendez@lacity.org will be our direct DONE contact.
- B. Training binders and/or updates will be made available.
- C. Letter dated 12/2009 will be emailed to Board for review. Explains mandatory funding requirement for 2010 Board. Demonstrates violations in funding practices that occurred in 2009.
- D. Board members Carrillo, Forbes, Halaby and Hyman were identified as returning board members.
- E. Letter Dated 6/2010 detailing new funding guidelines distributed.
- F. Class covered extensive funding guidelines including, but not limited to:
 - All items for upcoming expenditures: 1) Must be on an approved General Board Meeting agenda; 2) Must be an approved 2010/2011 Budget item. 3) All "line items" shall fall under budget specific categories 4) Must be allowable expenses as required by DONE 5) Must be approved by majority of General Board in that meeting
 - All approved expenditures must have two original receipts, one for DONE, one for NC file.
 - All receipts (copies/scans okay) must be matched and verified based on prior months agenda and signed by all Board Members as approved.
 - Treasurer was advised to provide passwords to US Bank online account to all Board Members for financial transparency and to expedite approval process.
 - US Bank Online Account passwords are for financial review only.
 - Secretary and Treasurer will need to prepare a binder prior to each meeting for public review. This can be made "available upon request" or online or for checkout at the public library. Budget and Finance Committee will coordinate implementation.
 - US Bank online statements should be attached to Agenda from the prior month for review. Simple query process will be implemented to produce report.
 - In the case of an emergency for non pre approved items, use common sense. Budgeting and planning result in no emergency situations.
 - 2009/2010 Reconciliation is currently being done by Treasurer. Available online.

II. **Land Use Committee Requests of Approval**

A. **Lopez Canyon Truck Driving School**

1. LETTER OF SUPPORT FOR THE APPEAL. Motion to approve fails. Motion to approve with Khalid's name to the letterhead as submitted, approved. *LA City Council File #10-0842, Case #ZA-2009-3619-ZV-2A (PLEASE REFER TO ATTACHED)*

B. **Sidewalk Repair Proposed Ordinances**

1. LETTER IN OPPOSITION TO THE REPEAL of Exception LAMC CODE 62. Motion to approve fails. Motion to approve with Khalid's name to the letterhead as submitted, approved. *LA City Council File #05-1853-S1 (PLEASE REFER TO ATTACHED)*
2. *Community Impact Statement Against Proposal. Motion to approve passes with letterhead amendments. (PLEASE REFER TO ATTACHED)*
 - *Subsequent discussion of 5 members of NC chosen by "executive decision" to be allowed to file Community Impact Statements. This item for next agenda per Chair.*

III. **Meeting Adjourned**