

## Minutes of Executive Committee Meeting

5/21/14 Present: Monica Alcaraz (Pres), Diego Silva (2<sup>nd</sup> VP), Joan Potter (Treasurer), Johanna Sanchez (secretary). Aaron Salcido (absent)

- A. Call to Order 7:09pm
- B. Public Comments – None

### Discussion

1. Board Goals – Using strategic plan as provided by DONE. Document is to be a flexible, living document. DONE requires strategic plan to be submitted soon; hopefully by June if Board Members have taken the required trainings; Below still subject to change and discussion by the full Board
  - a. Big Vision: To effect positive change through activism and community involvement
  - b. Big Goals
    - i. Make the community, with a focus on Spanish speakers, seniors, and youth, aware that the council is an avenue for solutions to community problems
    - ii. Beautification of HP through clean up events and community programs. This could incorporate programs in which incorporate murals, education, youth, etc.
    - iii. Preserving the character of Highland Park while encouraging smart development that enhances our community.
    - iv. Foster partnerships and new relationships with businesses, schools, and community organizations to improve Highland Park.
    - v. Improve community safety through crime prevention programs and community organizing.
  - c. Big Solutions
    - i. Improved digital presence, maintained and up to date; increased participation in community events; maintain active communication with media outlets
    - ii. At least 4 clean ups a year; outreaching and educating on 311 on Cedillo's bulky item pick up program; partnering with beautification organizations
    - iii. Creating street specific plan for York and Figueroa
    - iv. Attempt to partner with at least 1 specific organization for every event
    - v. Better communication and relationship with the LAPD and seek out neighborhood watch groups; create an emergency response team
2. Budget Discussion
  - a. Last term, we ended up with a balance of total: \$1329.00 with a potential of \$400 returned. At our June meeting: Planning to spend for Boulevard Sentinel for \$600 for once a month, for 6 months. Monica to spend \$200 for the Council Banner, already approved. Discussion of the rest of the money to spend on Council t-shirts. Provided to volunteers at clean ups and council members to be used at public events. 2 sets of t-shirts – Clean Up shirts + neighborhood council t-shirts for board members. Monica to find out costs and design the shirts for next meeting.

- b. Big Budget Vision: based on amounts spend last term
  - i. Outreach: \$7,000
  - ii. Operations: \$8,000
  - iii. NPGs: \$10,000
  - iv. Neighborhood Improvements: \$10,000
  - v. Elections: \$2,000
- 3. Agenda:
  - a. Setting the agenda, drafted by secretary, with Monica, and Diego Silva(second VP) as back ups. Agenda once ready to post sent to Done. Board Members to submit agenda items no later than Thursday (Friday Midnight).
  - b. June meeting to have board members installed hopefully by Huizar and Cedillo's offices, Voting on the finance matters (on the aforementioned items), agenda item on how to submit agenda items; last item for meeting will be DONE's training of the Board
  - c. Ensure other items for agenda inclusion- having meetings continued at 1x a month with committee meetings the third Thursday at the Senior Center.
- 4. Board Responsibilities:
  - a. June meeting to have discussion of expectations of Board Members and the staffing of standing committees; all Members should be participating in a committee, either a standing one or create one.
  - b. Secretary will keep a tally of absences of board members. Members to remember by law requirements.
  - c. Board members will be provided links of all board documents and a code of civility page to be signed and a form to acknowledge receipt of the documents.
- 5. New business: None
- 6. Adjournment: 8:56 pm