



# General Board Training Minutes

Sunday, June 27, 2010, 11:00am

1399 S. Roxbury, 3rd Floor, Los Angeles, CA 90035

## I. Call to Order and Roll Call

SORO NC Board President Pro-tem Doug Fitzsimmons called the meeting to order at 11:20am.

**Board Members Present:** Rachel Lester, Kimber Smith, Harold Bock, Robyn Braun, Bette Billet, Michael Lynn (11:25am), Joe Gjonola, Paula Waxman, Ryan Gaines, Benjamin Bellet, Nahed Guirguis (12:20pm), Terrence Gomes, Brian Kite, Barry Levine, Gerald Chavarria, Marj Safinia, Martin Epstein, Doug Fitzsimmons, Victor Mitry

**Board Members Absent:** Susan Burden

## II. General Public Comment

Barry attended the election at the Westwood NC, at the park and mentioned they had a large turnout. Gerald added that a colleague was running in the election which used a process that called for having a slated ballot which was somewhat confusing. Doug thanked Terry and Robyn for bringing the food and then laid out the agenda.

## III. Elections

The candidates for Executive positions are as follows:

1. President; Doug Fitzsimmons, Terry Gomes.
2. Vice President; Filled (Brian Kite).
3. Treasurer; Terry Gomes.
4. Secretary; Vacant.

### A. Doug gave his personal statement for president.

No questions for Doug at this time.

### B. Terry gave his statement for president.

Barry asked Terry what would happen to the Treasurer position if elected President. Terry stated he would be interested in being Co-Treasurer if elected President. Terry expressed his concern that if he removed himself completely, the process will get lost. Issues with demand warrants and the NC credit card have periodically been going down. Terry stated he has a system in place for handling those issues, and nothing in the by-laws addresses the issue on being Co-Treasurer, if elected President.

Bette raised the question about what the true purpose of the President is. Bette asked Terry if he would be more like a facilitator or director. Terry stated the Board has to make that decision.

Brian asked Doug if he believed the role of the President was to facilitate. Doug replied that the President helps make things happen, but not dictating to the board.

**Doug Fitzsimmons**  
President

**Brian Kite**  
Vice-President

**Terrence Gomes**  
Treasurer

**South Robertson  
Neighborhoods Council**

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Kimber stated she was impressed by the style of leadership that Doug has possessed which fostered an environment of sharing. She also asked Terry for an example of how his leadership would provide the same sense of impartiality. Terry stated he can work with any personality and for the community and cited various examples about working with the community.

Gerald commented that Terry's leadership style would best serve to advocate the NC as a Treasurer. Terry explained his way of working with the community and cited various examples of mediation.

Doug answered that the president does deals with laws of governance. Doug cited various examples of grievances and issues in the past. Doug further added that a president does set the tone of the board, but suggests that all members make up their own mind.

Terry stated he wished to see today's leaders be tomorrow's leaders and have other members run meetings.

**VOTE:** President for Terry- 4 | President for Doug-14 | No abstentions.

**C. Terry gave his statement for Treasurer.**

Comments:

Marjan commented that Terry has been helpful at his position, and further stated that Terry is a strong leader in this sense.

Doug stated that Terry is more than a Treasure and has been a visible leader with other communities. Terry has been instrumental in shaping the funding from DONE.

Gerald opined that Terry has shown great leadership in the area of the position.

Bette also expressed her satisfaction to Terry for his tenure as Treasurer.

Robyn expressed that being treasurer is a lot of work and hopes someone else would step up to assist Terry.

**VOTE:** Terry for Treasurer: 18-0-0 (Unanimous)

**D. Education Committee item:**

Terry moved, Robyn Second to bring up to a vote. Barry stated that at the last Education Committee meeting he received 5 votes and Lottie Williams got 1. Board confirmed nomination: Chair-Barry Levine, Co-Chair-Lottie Williams.

**VOTE:** 18-0-0 (Unanimous)

**IV. New Business**

Business was tabled.

**V. Board Training Session**

Marjan Safinia and Doug Fitzsimmons facilitated the training sessions.

Marj hopes the session allows all of us to leave with a clear plan as to the direction of the board. Not to sort things out, but to know what to sort out.

Everyone briefly introduced themselves.



The Board was separated into groups where the members got to know each other and then voiced what they had in common.

At 1230, we had lunch.

At 1300hrs, we separated into two groups. One for new members who felt they needed training on the procedural issues of the board. The second is for those who feel they have better knowledge of the functions.

At 1340, Ben Bellet had to leave.

At 1425, Victor Mitry had to leave.

Marj led the following:

**Discussion of experiences related to problem areas. How should effectiveness be measured?**

Harold suggested about the following: 1.) Responsibilities, recommendation of developing board commitment letter each would sign. 2) Of the action committee draft a Mission Statements added to it is the steps of hoe they will achieve the mission. Harold gave the example of the Education committee. 3) Each committee has a formal roster.

Marj added the idea of the structure of building mission statements.

Brian agreed on the idea of a commitment to a committee.

Doug stated that if an official roster is established, then only those members can vote under the Brown Act.

Joe's concern is to have less than 7 Board members.

Marj expressed that having a "Roster" would be a good idea that everyone can vote in the Committee meetings. Most agreed. Terry reminded all that the Bylaws state they can vote. Marj reminded that the idea is to have commitment by the board members to be encouraged in attending standing committee meetings.

**Greater attendance at Board meetings:**

Various ideas were given. Some members believed that even if they don't show up, then we are still effective.

Paula brought the issue of establishing goals that each seat needs to work for like partnering with the neighborhood associations. Paula also mentioned that various entities get involved at the festival.

Doug and Bette added that the spread of representation would diffuse the strength of only having only the homeowners. Marj added that the recommendations come from the Executive meeting. Bette added that representation would serve various groups such as renters.

Doug mentioned about the quarterly meeting with the N Assoc. Resident reps should facilitate and be charged with the meeting. This would tie in to relationships as expressed by Marj.

**Motion Wording**



Terry mentioned the importance of having more enticing wording within the motions. Marj added about the issue of Non-English basics. Marj mentioned the issue of spam. Keeping the email short is common practice. How do we get people engaged by those without access to internet? Nahed mentioned about distributing flyers. Marj mentioned the street furniture and using it for outreach.

Joe asked the question about mailings. Marj explained about the rule of less than 200. Gerald raised the question of the representative letter. Marj explained that it was already out and we need to submit to Terry for printing.

Many ideas were proposed like reading the motions prior to the meeting, writing the motions at the committee level, using Citywatch as a resource. The need for continued training was brought up by Kimber. Smith added that ongoing training for both new and older members is essential. Gerald added that members actually take training that the NC promotes. Doug distributed a "Board Member Self-Evaluation Sheet."

### **Partnerships**

Marj added that we need to use the communications tree on responding to emergencies and developing sound relationships.

### **Length of meetings**

Doug reminded that we need to give everyone a chance to speak, without restating or agreeing with the previous speaker.

Robyn mentioned about getting away with the time issue. We need to return to the time standard. Doug reminded that we could revisit the comment card issue. Marj suggested making the process more equitable. Harold suggested to taper public comment to three minutes max. Nahed/Marj suggested tapering the committee reports. Paula suggested to announce that committee reports be restricted.

Bette mentioned the fact that the location will have time restrictions and we may have to leave.

The issue regarding the time spent for the board meetings is yet to be resolved.

### **Effective representatives**

Terry mentioned that we need to be more pressing on the CDs.

### **Measure of Effectiveness**

Paula suggested having a "check" system and determining if the goals were met. Doug stated that the website be used as an avenue of subscription. Bette believed community participation was the key. Barry suggested shortening our time between moving and funding of projects. Gerald suggested having the business owners that come to us for support on their issues, be encouraged to have community boards at their place of business. Brian suggested that we not only get the community involved, but also have goals be evaluated at the Executive Committee. Doug suggested that the Exec. Comm. could aid in the process. Marj explained about the SORO survey and that her feeling is the people care about Robertson Blvd. and the economic revitalization.

### **Goal Setting Exercise**



Marj distributed a list of some goals to evaluate and a purpose sheet that the board can review.

#### **Mission and Goal Setting Exercise**

Marj and Doug facilitated this exercise. Doug with flash brainstorming. Marj with sticker part of it.

#### **Financial Module**

Terry gave a presentation on financial aspects. It was important to note that the person submitting the funding request needs to draft and ensure that paper work such as the thank you letter be submitted to the Treasurer. Doug mentioned the options of approving a resolution without using the minutes of that meeting that the funding was approved. Last year's budget was reviewed. Doug mentioned that the Budget Committee is composed of the various Committee Chairs, but everyone is invited.

#### **Visioning Exercise**

Marj asked us to contemplate what the NC would be in 10 years.

Training ended at 1725 Hours with a visionary exercise.

### **VII. Adjournment**

The meeting was adjourned at 5:25pm.



## Vote Tally

Y: yes | N: no | A: abstain | R: recuse | X: missed vote

Motion	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15
Rachel Lester															
Kimber Smith															
Harold Bock															
Robyn Braun															
Bette Billet															
Michael Lynn															
Zone 7															
Joe Gjonola															
Paula Waxman															
Ryan Gaines															
Brian Kite															
Nahed Guirguis															
Terry Gomes															
Ben Bellet															
Gerald Chavarria															
Barry Levine															
Marj Safinia															
Martin Epstein															
Business 5															
Sue Burden															
Doug Fitzsimmons															
Victor Mity															
School 1															
School 2															