PARK MESA HEIGHTS COMMUNITY COUNCIL ("PMHCC")

BOARD MINUTES (AMENDED)

MEETING LOCATION
5349 Crenshaw Blvd., Ste. 107
LOS ANGELES, CA 90043

Serving the Communities of Hyde Park, Angeles Mesa, and View Heights
Las Comunidades de Hyde Park, Angeles Mesa y View Heights

- BOARD MINUTES FOR AUGUST 16, 2016
- MEETING CALLED TO ORDER AT 6:00 PM, C. MOSLEY PRESIDING
- PLEDGE OF ALLEGIANCE
- MOMENT OF SILENCE

ROLL CALL

<table>
<thead>
<tr>
<th>Board Member</th>
<th>Present</th>
<th>Absent</th>
<th>Arrived</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chandra Mosley - President</td>
<td>x</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kahllid Al-Alim - Vice President</td>
<td>x</td>
<td></td>
<td>6:05p</td>
</tr>
<tr>
<td>Robin R. Cole - Secretary</td>
<td>x</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alicia J. Gipson - Treasurer</td>
<td>x</td>
<td></td>
<td>6:30p</td>
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<tr>
<td>KimMarie Johnson-Roussell - Parliamentarian</td>
<td>x</td>
<td></td>
<td></td>
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<tr>
<td>Velma Stevens - Sergeant-at-Arms</td>
<td>x</td>
<td></td>
<td></td>
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<tr>
<td>Eleanor I. Smith, Senior Representative</td>
<td>x</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Robbye Davis, Hyde Park Resident Representative</td>
<td>x</td>
<td></td>
<td>6:25p</td>
</tr>
<tr>
<td>Carol Derby, View Heights Resident Representative</td>
<td>x</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brandon Bush, Angeles Mesa Resident Representative</td>
<td>x</td>
<td></td>
<td>6:05p</td>
</tr>
<tr>
<td>Khaililah Marie-Johnson, Youth/Educational Representative</td>
<td>x</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alison McBeth-Featherstone, Business Representative</td>
<td>x</td>
<td></td>
<td>6:05p</td>
</tr>
<tr>
<td>Nedra Journigan, At-Large Representative</td>
<td>x</td>
<td></td>
<td>6:25p</td>
</tr>
<tr>
<td>Michelle Dixon, Non-Profit Organizations Representative</td>
<td>x</td>
<td></td>
<td>6:45p</td>
</tr>
<tr>
<td>Vacant, Faith Based</td>
<td></td>
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</tbody>
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Quorum 14
The Treasurer Report – August 2016

From the desk of the Treasurer: Alicia Jefferson Gibson

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Current Bank Balance: $9,191.37 as of 08/01/16

$35,887 remaining for rest of FY 16 - $13,000 Rent (approx.) = $22,887 = $5,719 month to budget for

Projected August Expenditures

August 2016

Annual Allocation: $37,000
Remaining in City Account: $28,172.10
Current Bank Balance: $9,191.37 as of 08/01/16
YTD Expenditures: $0

Total income: $37,000

August pending monthly expenditures:
AT&T (phone): $227
AT&T (Internet): $420
Angela Mesa Elementary School Facility Rental: $516
Office Supplies: $150 (not yet requested)
Unity Fest $10,000 (7)

Total projected expenses YTD: $13,113

$25,887 remaining for rest of FY 16 - $13,000 Rent (approx.) = $12,887 = $3,603 month to budget for

FY 2015/2016 Actual Expenses

Vendor | Monthly Average | Annual Total

- XEROX: $146 | $1,748
- AT&T: $225 | $2,695
- LAUSD: $100 | $1,191
- RENT: $1,100 | $13,200
- FOOD: $707 | $8,478
- Office: $208 | $2,496
- Unity Fest: $834 | $10,000
- Misc. Fees: $24 | $277

$40,080.85
The Treasurer Report

FY 2016/17 TOTAL Projected Expenses

PMHC Council

August 10, 2016

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>MONTHLY AVERAGE</th>
<th>ANNUAL TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>XEROX</td>
<td>$125</td>
<td>$1,500</td>
</tr>
<tr>
<td>AT&amp;T</td>
<td>$209</td>
<td>$2,500</td>
</tr>
<tr>
<td>LAUSD</td>
<td>$100</td>
<td>$1,200</td>
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<tr>
<td>RENT</td>
<td>$1,500</td>
<td>$13,200</td>
</tr>
<tr>
<td>FOOD</td>
<td>$525</td>
<td>$6,300</td>
</tr>
<tr>
<td>Office</td>
<td>$182</td>
<td>$2,300</td>
</tr>
<tr>
<td>Unity Fest</td>
<td>$834</td>
<td>$10,000</td>
</tr>
</tbody>
</table>

Monthly $3,085

Annual Allocation $37,000

Working Budget $12,600

FY 2016/17 Working Projected Expenses

PMHC Council

August 10, 2016

<table>
<thead>
<tr>
<th>VENDOR</th>
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<td>$6,300</td>
</tr>
<tr>
<td>OFFICE*</td>
<td>$182</td>
<td>$2,300</td>
</tr>
</tbody>
</table>

Monthly Expenses Average: $1,051

* These are items that are variable/variable

Fifth Annual Unity Fest Projected Budget

PMHC Council

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Van Ness Recreation Facility Rental</td>
<td>$1,000</td>
</tr>
<tr>
<td>AAA Rental (Booths, Tables, etc.)</td>
<td>$4,000</td>
</tr>
<tr>
<td>UHAUL: $100</td>
<td></td>
</tr>
<tr>
<td>Jumper: $400</td>
<td></td>
</tr>
<tr>
<td>Outreach Bags: $500</td>
<td></td>
</tr>
<tr>
<td>Speaker/Audio: $500</td>
<td></td>
</tr>
<tr>
<td>Food: $2,500</td>
<td></td>
</tr>
<tr>
<td>Printing/Advertisement: $1,000</td>
<td></td>
</tr>
</tbody>
</table>

Total Projected: $10,000

Treasurer Comments

- Based upon our current and previous budget we are unable to afford the additional $100 per month for a new board meeting location, unless we are willing to stop offering food for those meetings. OR if we spend less on the Unity Fest we may be able to accommodate it.
- The computers in the office need to be fixed because of viruses. We need to have someone potentially come out. Cost $250
- Business Cards will cost us approximately $750 and should be ordered after our web site issue is resolved (see www.Wo.com).
- We need some office supplies. Cost $150
- I suggest that we provide everyone Board member with our business portfolio notebook for them to keep records and record notes. Cost $450
Per DONE Monthly Profile: As of 07/31/2016, your current checking account balance is $9,191.37, and as of 08/01/2016, you have $28,172.10 in your city account.

- Annual Budget $ 37,000.00
- YTD Expenditures $ ---------
- Funds Committed but not yet expended $ ---------
- Balance as of August 2016 $ 28,172.10

BOARD MEETING MINUTES
On August 7, 2016, the draft minutes of the July 2016 board meeting was distributed electronically to the entire board for review and/or changes at the August 16, 2016 board meeting. No changes were presented by the Board during meeting therefore;

MOTION TO ADOPT THE MINUTES
- Velma Stevens moved to accept the July 2016 minutes as submitted and without correction.
- KimMarie Johnson 2nd the motion to accept the July 2016 minutes as submitted and without correction.

VOTE
Yes | 9; No | 0; Abstain | 0; Motion adopted – YES
(Not present during vote) Kahllid Al-Alim; Robbye Davis; Brandon Bush; Alison Featherstone; Michele Dixon

MAIN MOTION FOR DESIGNATION OF SECOND SIGNER
A “Second Signer” is the individual, who signs and approves along with the treasurer all transactions requiring funds.

PROPOSAL RE MOTION FOR DESIGNATION OF SECOND SIGNER
- Based on my vote of no confidence in Chandra Mosley and Kahllid Al-Alim who arranged a rental agreement to relocate council meeting location without board approval, I, Robin Cole move to become the interim 2nd signer until Carol Derby, CPA completes the funding training to become the permanent second signer should she accept the position. (Mover’s intended motion was interrupted and herein restated with accuracy. Velma Stevens, Sergeant-of-Arms advised and Kim Marie Johnson Roussell, Parliamentarian agreed deeming motion illegal as one cannot nominate oneself and nominate someone else. Motion and nominations must be made separately and not in two parts.

VOTE –
Yes | 0
No | 0
Abstain | 0
Motion adopted – NO (vote deemed not legal)

MOTION TO WITHDRAW MAIN MOTION FOR DESIGNATION OF SECOND SIGNER
- Robbye David moved to withdraw the motion by Robin R. Cole to nominate herself as interim second signer until Carol Derby, CPA completed funding training to become permanent second signer.
- Alison McBeth-Featherstone 2nd the motion to withdraw the motion by Robin R. Cole to nominate herself as interim second signer until Carol Derby, CPA completed funding training to become permanent second signer.

VOTE
Yes | 13
No | 0
Abstain – | 1 Kahllid Al-Alim
Motion adopted – Yes

AMENDED MOTION FOR DESIGNATION OF SECOND SIGNER (1ST NOMINEE – KAHLLID AL-ALIM)
- Eleanor Smith moved to nominate Kahllid Al-Alim as second signer
- Velma Stevens 2nd the motion to nominate Kahllid Al-Alim as second signer

VOTE
Yes | 8
(Kahllid Al-Alim, Nedra Jourigan, Chandra Mosley, Eleanor Smith, Velma Stevens, Michelle Dixon, Brandon Bush, Khalillah Johnson)
No | 1 – Robin Cole
Abstain | 0;  Motion adopted – YES
AMENDED MOTION FOR DESIGNATION OF SECOND SIGNER (2ND NOMINEE – ROBIN COLE)

- Robin R. Cole moved to nominate herself as interim second signer until Carol Derby, CPA completes 4-hr. funding training
- KimMarie Johnson-Roussell 2nd motion to nominate Robin Cole as interim second signer until Carol Derby, CPA completes 4-hr. funding training

VOTE
Yes | 5
(Alicia Gipson, Robin Cole, Carol Derby, Alison Featherstone, Robbye Davis)
No | 0
Abstain | 1 - Kim Marie Johnson-Roussell
Motion adopted – NO

PMHCC FINANCIAL SIGNERS
Alicia Gipson Treasurer, 1st Signer
Kahlil Al-Alim, 2nd Signer

MOTION TO TABLE AGENDA ITEM SECTION 3B - BOARD DESIGNATION OF NC LIAISONS TO CITY DEPARTMENTS

- Khalilah Marie-Johnson moved that we table agenda item 3b until our next general meeting until information is received and informational flyers presented to public explaining the commitment
- Kim Marie Johnson 2nd the motion that we table agenda item 3b until our next general meeting until information is received and informational flyers presented to public explaining the commitment

VOTE
Yes | Entire board
No | 0
Abstain | 0
Motion adopted – YES

AMENDMENT TO MOTION TO TABLE AGENDA ITEM SECTION 3B - BOARD DESIGNATION OF NC LIAISONS TO CITY DEPARTMENTS WITH THE EXCEPTION OF BUDGET REP

- Khalilah Marie-Johnson moved to amend the previous motion to table agenda item section 3B to designate NC liaisons to city departments with the exception of City Budget Rep
- Alison Featherstone 2nd the previous motion to table agenda item section 3B to designate NC liaisons to city departments with the exception of City Budget Rep

VOTE
Yes | 12
Chandra Mosley, Kahlild Al-Alim, Alicia Gipson, Kim Marie Johnson-Roussell, Velma Stevens, Eleanor Smith, Robbye Davis, Carol Derby, Brandon Bush, Khalilah Marie-Johnson, Alison McBeth-Featherstone, Nedra Journigan
No | 1 – Robin Cole
Abstain | 1 – Michelle Dixon
Motion adopted – YES

City Budget Rep Appointments
Carol Derby, Budget Rep
Robbye Davis, Budget Rep

City Service Liaison Volunteers
Velma Stevens, Animal Services and Aging
Kahlil Al-Alim, Education
Robin Cole, Grievance
Chandra Mosley, Legal
Kimmarie Johnson Roussell, Legal

For additional city department liaison opportunities visit https://www.lacity.org/your-government/departments-commissions/departments-bureaus

DISCUSSION AND ACTION TO APPOINT INTERESTED AND QUALIFIED STAKEHOLDER TO CURRENT VACANT SEAT ON THE GENERAL BOARD AS FAITH-BASED REPRESENTATIVE
April Watson-Jackson, interested PMHCC stakeholder pledged volunteerism for faith-based rep vacancy. Candidate was asked to submit contact info for vetting purposes – Email Address: abcdshakes@aol.com

VOTE
Yes | 0
No | 0
Abstain | 0 Motion adopted – No action taken
DISCUSSION AND ACTION TO RENEW OR DISSOLVE SOCIAL MEDIA WEBMASTER CONTRACT WITH YORK KNOWLTON
AND/OR RETAIN LOCAL IT WEBMASTER AND COMPUTER TECHNICIAN

VOTE
Yes | 0
No | 0
Abstain | 0

Motion adopted – No Vote Taken - City Attorney Recommendations: Appoint in-house liaison to review city approved vendors list and obtain passcodes. Per former PMHCC President, Ted Thomas, the IT contract with York Knowlton expired on June 30, 2016. Per Robin Cole, secretary, access codes to Go Daddy host account are available and on file; actual site is located at York's Adobe Muse account and URL to download site is available and on file for coordinators.

MOTION TO EXTEND MEETING FOR 10 MINUTES AMENDED TO MOTION TO SUSPEND THE MEETING UNTIL COMPLETION OF STRATEGIC PLAN 2016-2017

Alison McBeth-Featherstone moved to suspend the meeting until completion of Strategic Plan 2016-2017

Alicia Gipson 2nd the motion to suspend the meeting until completion of Strategic Plan 2016-2017

VOTE
Yes | 9

No | 0

Abstain | 0

Motion adopted – YES

MOTION TO SCHEDULE A SPECIAL MEETING TO COMPLETE STRATEGIC PLAN 2016-2017

Discussion only by Kim Marie, Chandra Mosley and Alicia Gipson but no motion to schedule special meeting on Tue., August 23, 2016, to complete Strategic Plan 2016-2017

No official 2nd the motion to schedule special meeting on Tue., August 23, 2016 to complete Strategic Plan 2016-2017

VOTE
Yes | 0

Board Members present during discussion: Chandra Mosley, Robin R. Cole, Alicia J. Gipson, Kim Marie Johnson-Roussell, Velma Stevens, Eleanor Smith, Robbye Davis Carol Derby, Brandon Bush, Khalilah Marie-Johnson, Alison McBeth-Featherstone, Nedra Journigan, and Michelle Dixon

No | 0

Abstain | 0

Motion adopted – None - A Special Meeting notice to be sent in accordance with Brown Act for August 23, 2016 at 6p (Alison McBeth-Featherstone, Khalil Al-Alim, Nedra Journigan not present)

BOARD MEMBER AND PUBLIC NON-AGENDA COMMENTS
None

REQUEST FOR FUTURE AGENDA ITEMS
Webmaster solicitations and computer repair

City Attorney Recommendations:
For larger public meetings look into using a larger meeting facility
Board member attendance at 2016 Congress of Neighborhoods on September 24, 2016 at City Hall - http://www.nccongressla.com/
Visit www.EmpowerLA.org to learn board operations, Brown Act, Roberts Rules and Bylaws

Meeting Adjourned @ 8:12pm
Chandra Mosley, Presiding
Robin R. Cole, Secretary