

HCNNC

HISTORIC CULTURAL NORTH
NEIGHBORHOOD COUNCIL

CHINATOWN • EL PUEBLO • SOLANO CANYON • VICTOR HEIGHTS



Monday, November 27, 2023

5:00 p.m. - 7:00 p.m.

Regular Board Meeting

MINUTES

Approved 01/22/2024

通用董事會會議 · Reunión de la Junta

Meeting In-person

Chinatown Branch Library

639 N. Hill St., Los Angeles, CA 90012

Supporting documents for this meeting are available online at https://drive.google.com/drive/folders/1yKRs5HDdjQRVf57_FHXWtBj4UOz5tcuF.

1. Call to Order & Roll Call

Chair Phyllis Ling called meeting to order at 5:07 pm; made introductions. Roll call taken by Secretary Miho Murai at 5:09 pm. 14 board members were present. There was quorum.

Present (14): Miho Murai, Mariela Cruz-Suarez, Xochitl Manzanilla, Ne Hung Hom, Garrett Quon, Wing Ho, Mei Wah Lau, Valerie Hanley, Paul Hanley, Edward Flores, Daniel Reza, Bill Chen, Patrick Chen, and Phyllis Ling

Absent (2): Jen Seto, Huiling Cai

Interpreters in Spanish and Cantonese were also present.

2. General Public Comment on Non-Agenda Items (Up to 2 minutes max per speaker)

Public Comment: Raymond Yu shared the last Ciclaviva event of the year, which would be in Leimert Park/Historic South Central LA on 12/1/23.

3. Consent Calendar (Note: A consent calendar is a board meeting practice that groups routine business into one agenda item. The consent calendar can be approved in one action, rather than filing motions on each item separately. A consent calendar moves routine items along quickly so that the board has time for discussing more important issues. If a member disagrees with the consent calendar item or wants to move it to the regular agenda, the member would request that the item be pulled from the consent calendar. The chair would ask if the members are in favor of approving the consent calendar minus the pulled item.)

3.1. Discussion and possible action to approve the Draft Meeting Minutes of the Historic Cultural North NC Regular Board Meeting of September 25, 2023.

3.2. Discussion and possible action to approve the Draft Meeting Minutes of the Historic Cultural North NC Regular Board Meeting of October 23, 2023.

Supporting documents may be viewed at www.HCNNC.org or at the Chinatown Library at 639 N Hill St, Los Angeles, 90012, in the "HCNNC" folder on the shelf behind the reference desk.

3.3. Discussion and possible action to approve the Monthly Expenditure Report (MER) for October 2023.

Motion: Xochitl Manzanilla made a motion to approve the items 3.1 through 3.3 on the consent calendar; Paul Hanley seconded the motion.

Public Comment: None.

Paul Hanley moved to bifurcate 3.1 and 3.2 from 3.3, so that Mariela Cruz-Suarez who is not yet 18 years old, can vote on the minutes. However, she was not present at those meetings for the minutes, so it was decided she could be counted as ineligible for the consent calendar. No action on amendment, and the board proceeded with the vote on consent calendar including all items.

13 members voted in favor to approve the consent calendar; no abstentions or opposition; Mariela Cruz-Suarez was counted as ineligible.

4. GOVERNMENT REPORTS

4.1. Public Safety

None

4.2. City Council and Mayor's Representatives

Betsaira Aguilera, representing Mayor's Office – Executive Directive #5 – Graffiti and other city work will be operated more quickly and a customer service team will be created; discussed the fire and homelessness.

Patrick Chen asked whether she was familiar with the Executive Directive that deals with residential hotels becoming housing. Ms. Aguilera stated she would report back.

Bill Chin asked about ED 1 – lots of EDs, how to keep up with them; wants to know if there is a draft of ED 1 that is more permanent. Ms. Aguilera noted that people can sign up to their text messages and stay updated on the website; ED #5 signed last month.

4.3. Other Area Representatives

None

4.4. Government Departments/Agencies, including Department of Neighborhood Empowerment

Ne Hung Hom left the room at 5:23 p.m.

Jose Galdamez, Department of Neighborhood Empowerment (DONE) – Log in information for the Robert's Rule was sent to all board members; has lots of videos and cheat sheets; if you haven't received a log-in, let him know; 1/27/24 - First Youth Conference at the City Hall; workshops include role of NC, how youth can make a difference; SB 411 – City Council approved; this will allow NCs to have virtual meetings; needs to be approved by two-thirds of

the board and notify the City Council by CIS; DONE has sent out the steps to do this; keep an eye out of fishing emails/spam.

5. Liaison Reports

None

6. Officer's Reports

6.1.Chair's Report

Chair Phyllis Ling announced the board vacancy for Victor Heights Business-Owner/Employee/ Non-Profit/Property-Owner Representative seat; there is a process to fill the vacancy which is on the HCNNC website; the board would have an opportunity to fill the seat at the January 2024 board meeting. Business cards will arrive next week. Received request from a stakeholder to receive agendas in the mail. Chair Ling noted that is a Brown Act requirement to provide that service upon request.

6.2.Secretary's Report - Report on board member attendance and approval of past due meeting minutes.

Reported absences – Jen Seto:2. Mariela Cruz-Suarez: 3. Garrett Quon: 2. Mei Wah Lau: 1. Huiling Cai:2. Daniel Reza:1 . Absences from special meetings don't count.

6.2.1.Discussion and possible action to approve the Draft Meeting Minutes of the Historic Cultural North NC Special Board Meeting of January 30, 2023.

6.2.2.Discussion and possible action to approve the Draft Meeting Minutes of the Historic Cultural North NC Regular Board Meeting of May 23, 2022.

6.2.3.Discussion and possible action to approve the Draft Meeting Minutes of the Historic Cultural North NC Regular Board Meeting of February 28, 2022.

6.2.4.Discussion and possible action to approve the Draft Meeting Minutes of the Historic Cultural North NC Special Board Meeting of February 7, 2022.

6.2.5.Discussion and possible action to approve the Draft Meeting Minutes of the Historic Cultural North NC Regular Board Meeting of January 24, 2022.

6.2.3 tabled because the minutes were not available. The file that was uploaded for the February 28 meeting show they are for the February 7, 2022 meeting.

6.2.4 tabled because there were two versions of the February 7, 2022 minutes. Need to sort out which version is correct.

Valerie Hanley moved to approve 6.2.1, 6.2.2, and 6.2.5; Edward Flores seconded the motion.

Public Comment: None.

Vote on motion: All in favor except abstentions by Wing Ho and Miho Murai; Ne Hung Hom absent.

6.3.Treasurer's Report - Report on HCNNC's budget.

Treasurer Paul Hanley reported HCNNC's net balance available - \$26,290.55.

Ne Hung Hom returned at 5:40 p.m.

7. Discussion and possible action to approve a neighborhood purpose grant for up to \$4000 to Olvera Street Merchants Association Foundation for "Las Posadas" Event for cultural entertainment. The event runs December 16 - December 24, 2023.

Valerie Hanley announced that she is the Treasurer of the foundation and was recusing herself; Paul Hanley announced he is a volunteer with the organization and was recusing himself; Edward Flores announced that he donates to the event and was recusing himself. They all left the room.

Chair Ling described the event and summarized the NPG. Miho Murai made the motion to approve the NPG for \$4,000; seconded by Mei Wah Lau.

Public Comment: None.

Roll call vote taken by Secretary Murai. Motion passed – 10 Yes; 3 recusals; 1 ineligible.
Yes (10) – Miho Murai, Xochitl Manzanilla, Ne Hung Hom, Garrett Quon, Wing Ho, Mei Wah Lau, Daniel Reza, Bill Chen, Patrick Chen, and Phyllis Ling;
Recusals (3) – Valerie Hanley, Paul Hanley, and Edward Flores
Absent (2)– Jen Seto and Huling Cai
Ineligible (1): Mariela Cruz-Suarez

Valerie Hanley, Paul Hanley, and Edward Flores returned to the room.

8. Authorization of Virtual Teleconferencing for HCNNC Meetings - Discussion and possible action to authorize the use of teleconferencing for Historic Cultural North Neighborhood Council board and committee meetings, in accordance with the rules established by Senate Bill 411 and the subsequent motion passed by the City Council on November 1, 2023. The special teleconferencing rules available to Los Angeles Neighborhood Councils are necessary because of increased accessibility, increased community engagement, and health and safety of our participants. HCNNC elects to use teleconferencing for some or all of its Board and/or Committee meetings pursuant to Government Code Section 54953.8(a)(2)(B).

Note: According to the City Attorney's interpretation, a two-thirds vote of the total number of HCNNC positions (12) is required by the neighborhood council.

Chair Ling explained how teleconferencing would work and that it was similar to when HCNNC met virtually during the pandemic; this option would only be available until January 1, 2026. Mei Lau asked what would happen for board members who are unable to join the Zoom meetings on their own.

Chair Ling suggested the board/committee, if they are considering to use the virtual meeting option, has a responsibility to help the members who don't have that capability, or else they should not use this option.

Jose Galdamez clarified that there is a requirement for the board to meet in person at least once every calendar year, and that it is unclear whether board members need to appear on video under Senate Bill 411 provisions.

Wing Ho shared that he would like to have this as an option.

Wing Ho made a motion to authorize the use of teleconferencing as an option; seconded by Garrett Quon.

Chair Ling clarified that the authorization would need to include the board's justification for needing this option. She read the sentence on the agenda that provides the reason that the option is necessary: increased accessibility, community engagement, and health and safety of participants.

Public Comment: None.

Vote was taken by roll call. Motion passed with over two-thirds voting in favor.

Yes (13): Miho Murai, Mariela Cruz-Suarez, Xochitl Manzanilla, Ne Hung Hom, Garrett Quon, Wing Ho, Mei Lau, Edward Flores, Paul Hanley, Valerie Hanley, Daniel Reza, Patrick Chen.

No (1): Bill Chin

9. Presentation from DMSE Sports to brief the HCNNC on the Lululemon 10K Run in CD14 that will take place in March of 2024. Presenter will share the route (which was approved by LADOT) along with the organization of the race.

Gina Verbo – Lululemon 10K run will take place in Downtown LA and will go into Boyle Heights; it will not go into HCNNC; it will be on Saturday, March 30, 2024; has been working with the Council District.

10. Discussion and possible action to designate a board member to obtain the 2023 HCNNC election records on behalf of the neighborhood council. These records should only be used for outreach purposes.

Phyllis Ling and Valerie Hanley volunteered to obtain the election records.

Patrick Chen made a motion for Phyllis Ling and Valerie Hanley to obtain the 2023 HCNNC election records; seconded by Wing Ho.

Public Comment: None.

All 14 board members in favor; no abstentions or oppositions; Motion approved.

11. Discussion and possible action to remove Mariela Cruz-Suarez, At-Large Youth Representative, from the Historic Cultural North Neighborhood Council (HCNNC) due to being absent for 3 consecutive regular board meetings on 8/28/2023, 9/25/2023, and 10/23/2023, per HCNNC Bylaws Article V Governing Board, Section 7: Absences.

Chair Ling– she consulted with the City Attorney’s office and followed the proper procedures; She clarified there is no requirement to remove the board member. Paul Hanley made a motion to open the discussion; Miho Murai seconded the motion.

Mariela Cruz-Suarez explained that she was absent the first two times due to illness; she tested positive for Covid. The third absence was school related; she is excited to fulfill her position as the Youth Representative and Chair of Schools and Libraries Committee.

Bill Chin– Asked if she made an effort to contact anyone about her absences.

Mariela Cruz-Suarez– Clarified that she contacted Phyllis Ling the first two times but not the last time.

Wing Ho – Asked about commitment to attend future meetings.

Mariela Cruz-Suarez – Yes; she plans to attend the future board meetings; she has caught up with her homework; she has reached out to Miho Murai about the Schools and Libraries Committee.

Paul Hanley– Thinks it is important to involve youth; we need to give some leeway because school comes first; wants us to continue to support her on the board.

Xochitl Manzanilla– She spoke to Mariela and she is willing to be with her for the next meetings; we are in the same community, William Mead, and wants her to stay.

Ne Hom Hung – Although she has been absent for three times, he can tell that she is very positive and her ambition to participate; he totally supports her

Bill Chin – Asked her what she may want to accomplish as a youth.

Mariela Cruz-Suarez – She nominated herself as Chair of the Schools and Libraries Committee; she is trying to find out what she can do.

Miho Murai – She agrees with Paul that it is important to keep in mind that she is a student; asked that she as well as other board members advise Phyllis Ling if they will be absent; also advised that she will have more responsibilities as Chair of the Schools and Libraries Committee.

Public Comment: None.

Vote on motion: Yes – none; Opposed: all 13 board members; no abstention; unanimous vote to not remove Mariela Cruz-Suarez.

12. Discussion and possible action to appoint standing committee members.

12.1. Schools and Libraries

Mariela Cruz-Suarez, Chair, asked if Miho Murai wants to be on the Committee, and asked how many members the committee needs. Chair Ling clarified that the committee needs at least two board members, and at least 3 members total. One or more members can be a stakeholder who is not a board member. Miho Murai suggested Jen Seto (who was not at the meeting). Mariela Cruz-Suarez suggested that she can find a student. Phyllis Ling is willing to join the committee to help get it started.

Mariela Cruz-Suarez made the motion to nominate Miho Murai and Phyllis Ling to be on the Schools & Libraries Committee; seconded by Xochitl Manzanilla.

Public comment: None.

Vote on motion: All board members voted in favor; no abstentions or opposition; unanimously approved.

Paul Hanley suggested taking up item 16 before considering item 13. The board took up item 16 by unanimous consent.

16. Discussion and possible action to amend HCNNC's 2023-2024 Fiscal Year budget.

Treasurer Paul Hanley explained that the amendment would be to take \$400 from Board Retreat line item, and \$250 from Outreach Supplies, and to add \$650 to Office Equipment.

Motion to approve budget amendment: Valerie Hanley made the motion; seconded by Wing Ho.

Daniel Reza asked how much was spent for the board retreat. Chair Ling believed it was \$594.

Public Comment: None.

Roll call vote taken by Miho Murai; All present voted Yes except Mariela Cruz-Suarez who is ineligible. (13 yes, 1 ineligible).

13. Discussion and possible action to approve the expenditure of up to \$500 for equipment to facilitate the smooth operation of HCNNC meetings:

- Microphone cables up to \$50 from Monoprice.
- Audio mixer up to \$300 from Guitar Center.
- Carrying case for audio mixer up to \$70 from Amazon.
- Wireless microphones carrying case up to \$80 from Casematix.

Valerie Hanley made the motion; seconded by Wing Ho.

Public Comment: None.

Roll Call Vote. All present voted yes, except Mariela Cruz-Suarez who was ineligible. 13 Yes, 1 ineligible. Motion passed.

14. Discussion and possible action to approve the expenditure of up to \$150 to Staples for a laser printer to use for printing documents for HCNNC meetings and mailing agenda packets.

Garrett Quon made the motion to approve the expenditure; seconded by Mei Wah Lau.

Miho Murai asked why we need another printer. Chair Ling noted that HCNNC has a portable inkjet printer. It only prints on one side. Laser printer would make it faster, and agenda packets can be 50 or more pages. Chair Ling would use the laser printer to print meeting documents. Wing Ho and Jose Galdamez have been printing agenda packets. Miho Murai had concerns that HCNNC has been spending a lot of money on hi-tech equipment, and didn't see this as necessary.

Public Comment: None.

Vote taken by roll call. 12 yes, 1 no (Miho Murai), 1 ineligible (Mariela Cruz-Suarez). Motion passed.

15. Discussion and possible action to approve the expenditure of up to \$250 to 4Imprint to purchase outreach equipment: Custom printed table cloth with HCNNC logo for use at outreach events.

Valerie Hanley made the motion to approve the expenditure; seconded by Wing Ho.

Paul Hanley asked if there is an image of what the table cloth will look like. Chair Ling noted the image was included in the supporting documents, and is the same design as a banner we already have. Miho Murai commented that we don't need this; we already have banners, and she would rather see us use money for neighborhood purpose grants or printing flyers. Valerie Hanley noted that we need to look a little more professional; it may seem like we spending too much on equipment, but we are also playing catch up from years of not spending on equipment and outreach supplies. Phyllis Ling clarified that we have \$16,000 for our NPGs and have not had to take from it to pay for equipment. Paul Hanley and Garrett Quon each shared opinion that the equipment is a one time expense that will last a long time and is worth the investment. Xochitl Manzanilla commented that we can keep it forever; it is professional; it looks great. Miho Murai commented that she has attended the outreach events and thinks that our banner is sufficient and we don't need a tablecloth.

Valerie Hanley made the motion; seconded by Wing Ho.

Roll call vote: 11 Yes - 2 No (Miho Murai and Patrick Chen) - 1 ineligible (Mariela Cruz-Suarez)

17. Discussion and possible action to reschedule HCNNC's regular board meeting of December 25, 2023.

Valerie Hanley made the motion to reschedule and/or cancel the December board meeting; Bill Chin seconded.

January 22nd is the next regular board meeting.

Valerie Hanley withdrew her motion and made a motion to cancel December board meeting; Garrett Quon seconded the motion.

Public comment: None.

Vote on motion: All in favor except Miho Murai and Bill Chin; no abstentions. Motion passed.

Spanish interpreter noted that a member of the public wanted to make a public comment on the table cloth, but there was no opportunity.

Chair Ling reopened item #15 on the agenda.

15. Discussion and possible action to approve the expenditure of up to \$250 to 4Imprint to purchase outreach equipment: Custom printed table cloth with HCNNC logo for use at outreach events.

Public Comment: Resident who lives down the street near Cesar Chavez St. asked who we are trying to attract with the banner. What is important is going out to the community and talking to people. Doesn't see what the banner does to attract the right kind of people to do the work in the community.

Phyllis Ling explained that the table cloth is to put it on the table and outreach to people; it is part of the outreach when we are out in the community talking with people and sharing information.

Valerie Hanley made the motion; seconded by Wing Ho.

Roll call vote: 11 Yes - 2 No (Miho Murai and Patrick Chen) - 1 ineligible (Mariela Cruz-Suarez)

18. Discussion and possible action to approve an HCNNC bylaws amendment to allow committees to have alternates who can serve in case of an absence of a committee member during a committee meeting. Proposed bylaws amendment:

Article VII, Section 3, add:

G. Alternate Committee Members - In addition to the limit of four board members serving on a committee, committees (with the exception of the Executive Committee) may also

have alternates who serve at a committee meeting in the absence of a committee member. (a) Committee alternates shall be appointed and removed in the same manner as the members of the committee. (b) Committee alternates must be board members. (c) Committee alternates may only serve in the absence of a committee member who is a board member. (d) Committee alternates may serve for an entire meeting or for any portion of a committee meeting at which a committee member is absent or has recused themselves from participation. (e) Committee alternates who serve during a meeting are counted towards quorum. (f) The number of members required to reach quorum for a committee meeting is based on the number of committee members, excluding the alternates. (g) Up to two committee alternates are allowed per committee. (h) If more than one committee alternate is available to serve in the absence of a committee member, the selection of the alternate is at the discretion of the absent committee member unless the absence is due to recusal. If the committee member is absent due to a recusal or the absent committee member has not made a selection, the selection of the alternate is made by the Chair of the committee. If the Chair of the committee has recused themselves, the selection of the alternate to serve in their absence is done with a flip of a coin.

Chair Ling introduced the item and read the bylaws amendment aloud.

Miho Murai left the meeting. Patrick Chen took over minutes taking.

Paul Hanley asked if there is precedent for committee alternates on other neighborhood councils. Jose Galdamez was not aware of any precedent.

Motion to approve the bylaws amendment by Daniel Reza, second by Paul Hanley.

Daniel Reza noted that we are doing this because of recusals on a committee that prevented the committee from doing anything. This amendment would help committees still be effective if there are recusals. Valerie Hanley shared that the problem was with the Planning and Land Use committee. She asked if there is anything in the bylaws amendment that specifies that members have to take trainings.

Amendment to main motion: Daniel Reza motioned to add section “(i) Alternates must meet all training requirements of the committee.” Motion seconded by Paul Hanley.

Ne Hung Hom thinks the number of members on committees is enough, and doesn't think we need to recruit more members. Bill Chin doesn't think we get enough done, and we can get a lot more done in committees; believes that we can improve quality of life in the area, but committees need to meet.

Miho Murai returned to the room.

Wing Ho asked to clarify meaning of last sentence regarding “flip of coin”. Paul Hanley clarified that if there is more than one alternate available, the choice is with flip of coin. Wing Ho asked what happens if one of the alternates has a conflict of interest. Paul Hanley clarified that the choice becomes easier. Chair Ling clarified that this bylaws

amendment doesn't guarantee that there are enough committee members for a meeting, but it might help.

Public Comment on amendment to main motion: None.

Vote on amendment to main motion (made by Daniel Reza, seconded by Paul Hanley):

No: Mei Wah Lau

All others voted yes.

Amendment to the Bylaw Amendment is approved.

Mei Lau and Ne Hung Hom stated that it was past the 7pm meeting time, and they wanted to leave the meeting.

Motion to extend the meeting another ten minutes: Motion by Bill Chin, seconded by Xochitl Manzanilla.

No (3): Mei Lau, Miho Murai, Ne Hung Hom

All others voted Yes.

Motion passed. Meeting extended 10 minutes to 7:16pm.

Public comment on main motion as amended: None.

Vote on main motion, bylaws amendment as stated/amended. (Motion made by Daniel Reza, seconded by Paul Hanley).

Mei Wah Lau left the meeting at 7:08 pm.

Roll call vote: 11 Yes, 1 No (Ne Hung Hom), 1 Abstention (Miho Murai)

Proposed By-law amendment passed with over two-thirds vote.

Bylaws amendment does not go into effect until approved by DONE.

Bill Chin – Motion to extend meeting by 10 minutes; seconded by Xochitl Manzanilla; no roll call vote; all in favor except Miho Murai, Ne Hung Hom, and Mei Wah Lau.

Miho Murai left the room.

19. Reports from the Area Representatives:

15.1.Chinatown

15.2.El Pueblo de Los Angeles

15.3.Solano Canyon

15.4.Victor Heights

Daniel Reza/Solano Canyon: December 7 Thursday - San Conrado Church 5pm meeting with CD1 Councilmember

Bill Chin: Request to invite LAPD and Chinatown BID to attend and provide report.

Sale for Affordable Housing on Beaudry Ave

Valerie Hanley: Los Posadas starts on December 16th. Recent issue of brass plaques being stolen. 9 break-ins in two months. Uptick in crime.

Garrett Quon: Two plaques stolen from Central Plaza including a very large plaque that was quoted \$19,000 to replace it. Petty theft has been a problem.

Xochitl Manzanilla: LA ART is doing outreach to convince William Mead residents to support the Gondola. Lots of challenges for residents of William Mead.

20. Announcements

Phyllis Ling announced LA ART Pre-Final EIR informational meetings happening on Zoom, Thursday 11/30, 5pm on Zoom, and in-person at Metro headquarters, Saturday 10am 12/2.

- Adjournment -

Meeting adjourned at 7:19 p.m.

OFFICERS	Phyllis Ling Chair	Wing Ho 1st Vice-Chair	Patrick Chen 2nd Vice-Chair	Miho Murai Secretary	Paul Hanley Treasurer
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- NEIGHBORHOOD REPRESENTATIVES -

Mei Wah Lau - Chinatown At-Large Business Owner/ Employee/ Non-Profit/ Property Owner

Garrett Quon - Chinatown Business Owner/ Employee

Wing Ho - Chinatown Non-Profit

Xochitl Manzanilla - Chinatown Residential

Ne Hung Hom - Chinatown Residential

Edward Flores - El Pueblo At-Large Business Owner/ Employee/ Non-Profit/ Property Owner

Valerie Hanley - El Pueblo Business Owner/ Employee

Paul Hanley - El Pueblo Non-Profit

Phyllis Ling - Solano Canyon Business Owner/ Employee/ Non-Profit/ Property Owner

Huiling Cai - Solano Canyon Residential

Daniel Reza - Solano Canyon Residential

Vacant - Victor Heights Business Owner/ Employee/ Non-Profit/ Property-Owner

Bill Chin - Victor Heights Residential

Patrick Chen - Victor Heights Residential

Mariela Cruz-Suarez - At-Large Youth

Miho Murai - At-Large

Jen Seto - At-Large