



Lincoln Heights Benefit Assn. of L.A.

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Board of Directors:

Steve Kasten, President
Sampson Chan- Vice-President
Michael Banner, Vacant
Dave Mandala, Secretary

Irene Holgiun, Board Member
Richard Kim, Board Member
Flavio Olivas Jr., Board Member
Carlton/Chris Maese- Security Chair/Parliamentarian
Frank Rodriguez, Community Member
Ronnie Rudolph, Board Member
Jason Taban, Board Member
Michael Banner- Board member

2020 Meeting Dates

January 17	April 17	July No Meeting	October 16
February 21	May 15	August No Meeting	November- 20 Annual Meeting
March 20	June 19	September 18	December- No Meeting

Board of Directors Meeting Notice & Draft Agenda

Time: Sept. 18, 2020 11:00 AM Pacific Time Zoom.com

Topic: Lincoln Heights Benefit Assn of LA Zoom Meeting
Time: Sep 18, 2020 11:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/4714585621?pwd=TVNQLzBEWlJGY2JwRWc4Q1pqQnAwdz09>

Meeting ID: 471 458 5621

Passcode: LHBALA

Dial by your location

+1 669 900 9128 US (San Jose)

+1 346 248 7799 US (Houston)

Find your local number: <https://us02web.zoom.us/j/4714585621>

Draft Meeting Agenda

- I. General Meeting- Teleconference (Governor Executive Order)
 - a. Call to Order- Steve Kasten, President
 - b. Parliamentarian comments- Roberts Rules- Carlton Maese
 - c. Public Comment- This opportunity is reserved for any public comments to the Board pursuant to the Brown Act with the understanding that no action may be taken, nor discussion conducted on unagendized subjects. It is the Board's policy that persons in the audience may address the Board in connection with any particular agenda item during the public comments period. As provided by the Brown Act, each individual's speaking time shall be limited to **two (2) minutes**. Anyone desiring to speak during the public comment period must complete a speaker card and submit it to the chair prior to the start of the meeting.
- II. Works- Channa Grace- unable to attend
- III. Approval of Minutes- June 2020
- IV. President's report- Steve Kasten
 - a. Treasurers position open
 - b. Steve Kasten comments on LA city parking lots
- V. Vendors Reports
 - a. LAPD & City Attorney
 - b. CD #1- Jose Rodriguez
 - c. Maintenance- Kwon report
 - d. Security- Sean report
 - e. LH CFM- report
 - f. LHBA Website- report
- VI. Executive Director report
 - a. Annual meeting
 - b. Lobby Ordinance
 - c. Al Fresco Dining
 - d. USC Planning Project
 - e. USC Nonprofit Resilient leaders & Capacity Building Program
 - f. Consideration- Farmers Market Petty Cash- policy change to \$2,000
 - g. Preliminary Survey results
- VII. Treasurer report
 - a. Consideration to amend M Banner as a signer from East West Bank accounts
 - b. Consideration to add new Treasurer as a signer from East West Bank accounts
- VIII. Ad Hoc committee reports- updates
 - a. Financial Committee report- Carlton
 - i. Consideration to remove Account Analysis from East West Bank
- IX. New Business
 - a. Consideration of COVID-19 Security Patrol for October- December
 - b. Consideration COVID-19 extra sweeper worker Oct-Dec 30hrs/wk = additional \$3,207.60/mth

- c. Consideration of bookkeeper
 - d. Consideration of Holiday Decorations
 - e. Consideration for the Lincoln Star advertising for 1 year
 - f. Consideration to order one custom made prototype Trash Receptacle
 - g. Consideration to order 7 new sign holders for Big Bellies
 - h. Consideration of Other New Business
- X. Closed Session-
- CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
- Pursuant to Government Code Section 54956.9(d)(1), Case: Riskin v. North Figueroa Association and Lincoln Heights Benefit Association of Los Angeles, Los Angeles County Superior Court Case No: 20STCP00166
- XI. Adjournment
- a. Next Meeting: October 16, 2020, 11:00 am

Board Members Mandatory participation is required

As a covered entity under Title II of the Americans with Disabilities Act, the Lincoln Heights Benefit Assoc. of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72-hours) prior to the meeting by contacting the Commission Executive Assistant at (213) 485-1360 OR toll-free at 3-1-1.

Lincoln Heights Benefit Assn of L.A. Board of Director's Minutes
September 18, 2020

I Call to Order: 11:00am

General Meeting-Call to Order – Teleconference (Governor Executive Order).

S. Kasten, S. Chan, D. Mandala, R. Kim, C. Maese, R. Rudolph, J. Taban, M. Iwatsu, S. Cohan, K. Li, D. McCormell

III Motion “To approve June 2020 Minutes” by Carlton, 2nd Dave – Roll Call Vote: Aye vote-Steve, Dave, Carlton, Richard, Ronnie, Jason. Nay’s-None, Abstentions-None

IV. President’s Report – Steve

a. Treasurer’s Position filled by Carlton Maese

IV. Vendors Reports

a. LAPD & City Attorney – Not Present

b. CD #1 -Jose Rodriguez –Not Present

c. Maintenance-Kwon reported

d. Security-Sean reported.

e. LH CFM-Reported

f. LHBA Website-Reported

VI Executive Director Report

f. Motion “to raise Farmer’s Market petty cash to \$2,000.” By Dave, 2nd Carlton – Roll Call Vote: Aye Vote-Steve, Carlton, Dave, Rich, Jason. Nay’s – None, Abstentions – None.

VII Treasurer Report

a & b Motion “To remove Michael Banner as a signer and online administrator and add new Treasurer, Carlton Maese as a signer on East West Bank accounts” – Motion by Dave, 2nd Jason – Roll Call Vote: Aye vote – Steve, Sampson, Dave, Ronnie, Jason. Nay’s – None, Abstentions – Carlton.

VIII Ad Hoc Committee Reports –Updates

a 1. Motion “To move Bank Account Analysis from East West Bank and to no longer pay additional \$200. monthly fee” by Carlton, 2nd Sampson - Roll Call Vote: Aye Vote – Steve, Sampson, Carlton, Dave, Rich, Ronnie, Jason. Nay’s – None, Abstentions-None

IX New Business

a. Motion “To extend COVID-19 Vehicle Security Patrol Service as currently in place to Dec. 31, 2020” by Carlton, 2nd Dave – Roll Call Vote: Aye Vote-Steve, Sampson, Carlton, Dave, Ric Vote, Ronnie, Jason. Nay’s-None, Abstentions-None

b. Motion “To extend COVID-19 extra sweeper services at a cost of \$3,207.60/month with Chrysalis thru Dec. 31st by Carlton, 2nd Ronnie – Roll Call Vote: Aye Vote-Steve, Carlton, Sampson, Dave, Rich, Ronnie, Jason. Nay’s – None, Abstentions-None.

c. Consideration of bookkeeper – Deferred to Oct.

d. Consideration of Holiday Decorations – Deferred to Oct.

e. Motion “To purchase advertising in the Lincoln Star for 1 yr.” by Dave, 2nd Sampson – Roll Call Vote: Aye Vote - Steve, Sampson, Carlton, Dave, Rich, Ronnie, Jason. Nay’s – None, Abstentions – None.

f. & g. Motion “To order 1 custom made prototype Trash receptacle, 7 new sign holders for Big Bellies, & 5 self watering inserts for a total of \$5,500” by Dave, 2nd Sampson – Roll Call Vote: Aye Vote - Steve, Sampson, Carlton, Dave, Rich, Ronnie, Jason. Nay’s-None, Abstentions – None.

X CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

- Mark Reported

XI. Adjournment at 1:15 PM