

Westwood Village Improvement Association

GENERAL BOARD MEETING

Date: Thursday, September 19, 2019

Time: 8:30 a.m.

Location: Skylight Gardens

1139 Glendon Avenue, Los Angeles, CA 90024

- I. **Roll Call**
- II. **Report from Board Chair** *(no public comment permitted)*
- III. **Report from Staff** *(no public comment permitted)*
- IV. **Public Input:** Board will hear public comment on items not on the agenda that are within the subject matter and jurisdiction of the Westwood Village Improvement Association. Please note that public comment is limited to 3 minutes for each individual.
- V. **Committee Reports** *(no public comment permitted)*
 - Business Attraction and Retention Committee (met 8/8/19)
 - Business Attraction and Retention Committee (met 9/11/19)
 - Executive Committee (met 9/4/19)
- VI. **Consent Calendar**
 - A. **Approval of Minutes (7/18/19 Board Meeting)**
 - B. **Financial Statements for the Periods Ending 7/31/19 and 8/31/19**
 - C. **Information Items: Board Attendance Report**
- VII. **Open Session Agenda Items – All Items May Result in Board Action** (please note that public comment is limited to 3 minutes per individual item)
 - A. **WVIA Officer Elections**

The WVIA Board will elect a Chair.
 - B. **2020 WVIA Budget**

The Board will hear a recommendation from the Executive Committee that the WVIA Board approve the 2020 draft budget.
 - C. **2020 WVIA Annual Planning Report**

The Board will hear a recommendation from the Executive Committee that the WVIA Board approve the 2020 draft Annual Planning Report.
 - D. **2020 WVIA Financial Protocol**

The Board will hear three recommendations from the Executive Committee:

 - 1) to amend Financial Protocol Item #8 from “*Any one Board Officer or the Executive Director may sign checks up to \$1,500. Checks over \$1,500 require two signatures from any Board Officers or the Executive Director*” to “*Any one member of the Executive Committee or the Executive Director may sign checks up to \$2,500 or any rent checks payable through a Board-approved lease agreement. Checks over \$2,500, and not to be paid to a Board-approved lease, require two signatures from any Executive Committee member or the Executive Director.*”
 - 2) to eliminate Financial Protocol #12 which reads, “*Credit cards and debit cards will not be issued.*”
 - 3) to amend Financial Protocol Item #15 from “*WVIA contracts exceeding \$5,000 require the procurement of at least three competitive bids. Large contracts will be reviewed by the Board prior to execution*” to “*WVIA contracts exceeding \$10,000 require the procurement of at least three competitive bids. Large contracts will be reviewed by the Board prior to execution.*”
 - E. **Sepulveda Transit Corridor Project**

The Board will hear a presentation from Metro and also UCLA Transportation regarding Metro's Sepulveda Transit Corridor Project.

VIII. Adjourn

As a covered entity under Title II of the Americans with Disabilities Act, The Westwood Village Improvement Association 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. To ensure availability of services, please make your request at least 3 business days (72-hours) prior to the meeting by contacting (310) 470-1812.