

CCSEP Minutes July 10, 2019

Call to Order, Introductions – At 6:05 pm Philip Murphy called the meeting to order. In attendance were Terry Hair, Michael O'Brien, Andrew Garsten, Dan Reza, Evan Rosenberg, Courtland Jindra, Mark Thaler, Jennifer Olivares, Rebecca Crane, Jenna Steckel and Joe Rowe.

Minutes of Previous Meeting –

MOTION: Dan Reza moved and Evan Rosenberg seconded, that the minutes of the meeting on June 5 be adopted. The vote was unanimous

Announcements – Philip Murphy announced that the Terremoto project is tentatively scheduled for November/December this year. He also announced that there will be no meeting in August. He noted that there was a Protected Tree ordinance making its way through the city, and that CCSEP's support was solicited.

MOTION: Andrew Garsten moved and Michael O'Brien seconded that CCSEP support the Protected Tree ordinance. The vote was unanimous.

Treasurer's Report – Terry Hair provided a summary of the Banquet expenses.

CD1 and CD13 Rep – No report.

Old Business – Philip Murphy reported that the Marion Harlow Grove is looking good. Philip reported that he, Sallie Neubauer, Tom Gibson and Craig Rains had toured the park entries and constructed mockups of the proposed entry signage. It looked good.

New Business – A park clean up day was tentatively scheduled for August. Membership Overhaul – Evan Rosenberg gave a thorough rundown on the status of memberships, together with proposals for making the list more efficient. His comments are on a document included by reference.

MOTION: Philip Murphy moved and Terry Hair seconded that Sakae Koyama be elected to the Steering Committee. The vote was unanimous.

MOTION: Andrew Garsten moved and Terry Hair seconded that Pamela Burgess be accorded Emerita status.

AMENDMENT TO THE MOTION: Michael O'Brien moved and Terry Hair seconded that Marion Siu also be accorded Emerita status.

The motion, as amended, was adopted unanimously.

MOTION: Terry Hair moved and Evan Rosenberg seconded that the by-laws for both organizations be amended as follows:

AMENDMENT FOUR

Section 8. RESPONSIBILITIES OF OFFICERS

(c) Secretary

The Secretary shall notify members of time and place of meetings and keep an accurate record of members, shall have the Constitution and Bylaws on hand at meetings, and attend to all official correspondence. The Secretary shall also ~~record bills before submitting them to the treasurer,~~ maintain files, and transfer official records and documents to a successor. The Secretary shall maintain the corporation's archives. The Secretary shall be responsible for transmitting the archives from time to time to a repository.

The Secretary shall coordinate all grant applicants that may from time to time be submitted.

(d) Treasurer

The Treasurer shall be responsible for all reporting to the various governmental agencies that oversee the corporation all reports and correspondence as may be necessary: among these are the U.S. Government, the State of California, the City of Los Angeles, the Los Angeles Police Department, and any other agencies as may from time to time be warranted.

The Committee adopted the changes unanimously.

Public Comments – Jenna Steckel commented on the practice of the rangers issuing citations for off-leash dogs. The Committee noted the problem, and remarked that an off-leash dog park had been proposed by Recreation and Parks for Radio Hill.

- Rebecca Crane commented on miscellaneous administrative processes.
- Courtland Jindra commented upon the success of the Flag Day commemoration at Victory Memorial Grove.

Closed Session – Banquet Final Accounting. Philip Murphy gave a handout of suggested changes to the administration of the Banquet in the future. The Committee noted the suggestions.

Terry Hair suggested that most of the monies in our checking account be deposited into an interest-bearing CD. The suggestion was received favorably by the Committee.

Adjournment – At 7:45 the meeting was adjourned by consensus.

Citizens Committee to Save Elysian Park
Notes from Presentation on Membership, Volunteerism, and
Communication July 10, 2019

Why Is this important?

1. In recent years, active participation from community/members as well as steering committee has declined
2. These declines have put a strain on the steering committee and in turn reduce CCSEP capacity to perform its mission
3. Long term sustainability of CCSEP therefore depends on growing membership and stimulating/maintaining *active* participation from the community

Observations on Member and Communication Systems

- No integrated contacts system (mailchimp and snailmail).
- No membership register, status tracking or notifications. Very little member recognition, no perks.
- Use of personal emails for correspondence. No organizational gmail account.
- Some posting on website, sometimes late. Not monitoring web traffic.
- Inconsistent newsletter with uncertain reach. Some facebook group posts with low interaction. Inactive twitter and instagram. Some posting on NextDoor but no official page?
- Meeting agenda and minutes are not available or accessible. Public comment is difficult at meetings due to poorly organized agendas.

Recommendations:

1. Integrate contact and membership information into a system
2. Develop and post agenda's 1-2 days before meetings. Include standing item for open comment from public.
3. Drop newsletter and focus on consistent, short posts on website and cross-publish on social media platforms
4. Consider membership perks: free T-shirt, discount to banquets, etc.
5. Commit to one monthly tabling event. Can dual-purpose MHG watering and other sporadic events already being attended. Farmers market?
6. Cross-pollination with other community groups
7. Update logo and create new merchandise

Action Items From Meeting

- Research membership systems (Evan)
- Reach out to Kelly regarding gmail accounts (Evan)