

March 2025 Board (Business) Meeting Agenda
Tuesday March 4th, 2025
7:00 pm on [Zoom](#)



1. Greeting and Meeting Opening
 - a. Called to order at: 7:03pm
 - b. Members Present: Bob, Ashley, Nicole, Dan, Chelle, Mike, Tobi, Henry
 - c. Members Absent: Walter, Holly
 - d. Officers Absent: Sam
 - e. Approve February 4th General Meeting Minutes
 - i. Dan moved, Chelle Seconded. 8-0. Minutes Approved
 - f. Approve February 18th Special Meeting Minutes
 - i. Nicole moved, Dan Seconded,
2. Strategies to Build Community and Engage Neighbors- Tabled
 - a. Google Sheet [Ideas](#)
3. Guest Speaker Updates, possibly including:- Tabled
 - a. Asm. Rick Chavez-Zbur, AD 51-
 - b. Katy Young Yaroslavsky, CD 5- Michelle Flores
 - c. Daniel Park, Supervisor Holly J. Mitchell's office -
 - d. Academy Museum – Eden Bui (or colleague)-
4. ByLaws Revisions
 - a. Proposed amendment from Chelle
 - i. For consideration: For the sake of professional decorum (*especially given the prestigious government guest speakers and community leaders we have hosted*), time (*as our meetings are long enough already and campaigning for or against someone prolongs them*), and to foster an environment of inclusivity, positivity, and encourage public participation (*not deter it*)
(g) There shall be no discussion of qualifications, character, or personal attacks, made against prospective PLBRA board of directors' candidates, or for that matter, endorsements of self, or others, otherwise known as "campaigning" during official board business meetings. These types of statements, discussions, and materials shall be confined and limited to the candidate forum sessions and are not to be addressed during general (monthly) board of directors meetings or public special meetings.
 - ii. Chelle motioned to approve the amendment; Tobi seconded.
 - iii. Discussion: Nicole sought clarity that this amendment does not apply to a need to remove current officers from serving throughout the year and this only applies to the election itself. Tobi expressed a desire to prevent in-fighting or bickering and make meetings inviting and that the incident that occurred scared prospective members away; Henry expressed that we will disagree and Nicole echoed that this amendment does not address routing business and only applies to elections-related discussions. Chelle hopes that disagreements will occur in an appropriate time and place. Mike felt that we cannot wait a year to address to address concerning behaviors made; Dan expressed concern over unclear wording and is uncomfortable; Bob expressed concerns about accountability to have discussions in private rooms; Chelle expressed that this

amendment's purpose is to protect board members from retaliation and Chelle expressed she is open to modified language to bring for consideration Dan expressed a responsibility for Bob to reign in misbehavior or inappropriate behavior during meetings

- iv. Vote: 2-6, the motion failed
- b. Same-day voter registration Amendment - tabled until May
- c. Quorum Amendment - tabled until May

5. Committee Updates: **Limited to 3 minutes per committee**

- a. Community Services Committee:
 - i. Chuck's response to the split membership model was denied and cited faulty logic. Aryn encouraged compromise
 - ii. Insurance inquiries
 - 1. State Farm cannot reinstate coverage and our previous broker referred us to Trusted Choice- awaiting a response
 - iii. community partners
 - 1. Game Night, Independent Films, etc are in the works
- b. Communications Committee:
 - i. Social media:
 - 1. Promotion of newsletter sign up options
 - 2. Promotion calendar for TVC event
 - a. EventBrite Signup - Holly to gauge attendance for # of treats
 - 3. Youtube repository is now live! (all past zoom recordings are uploaded and are linked to our "Meetings" page on the website)
 - 4. Descanso's Treats/PLB Membership/Donation Drive April's in-person meeting
 - a. EventBrite Signup - Holly to gauge attendance for # of treats
 - b. Promotion to encourage joining or donations in appreciation of treats
 - ii. Newsletter:
 - 1. March Cost- \$5,307.89. Revenue- \$3,840. Balance- Loss of \$1,467.89
 - 2. Newsletter Responses
 - a. Print- 5 subscribers
 - b. Digital- over 150 sign ups
 - 3. June Timeline- Digital Only?
 - 4. June Format- Keep or Switch to Mailchimp Template/Lead Contact

Print Month	Content & Ads Due	Print to Kay**	Delivery
June	May 13th	May 21st	May 31st

- c. Security & Safety Committee- tabled
- d. Wellness Fair Committee



- i. Meeting Thursday at 7pm [HERE](#)

e. Member & Community Engagement Committee- tabled

f. Fundraising/Strategy Committee

- i. Asking TVC for a donation of \$1500
- ii. Asking Katy's office for a donation- this may not be allowed under a 501(c)4

g. Movies Committee

- i. March 27 - How To Train Your Dragon
- ii. April 10 - Prey (rated R)
- iii. April 24 - Nimona
- iv. May 8 - The Count of Monte Cristo (2002)
- v. May 29 - Captain Underpants: The First Epic Movie
- vi. June 12 - Apollo 13
- vii. June 26 - Big Hero 6
- viii. July 10 - Interstellar
- ix. July 24 - Space Jam
- x. August 14 - Summer of Soul
- xi. August 28 - Singin' in the Rain

h. Renters Rights Committee

- i. RSO complaint filing report for paper check drop box/no in-person paper check acceptance - Holly
- ii. Loom Recording "How to File the RSO" - Holly
- iii. Soon to Come: The Elevator is Out Version - Holly

6. President's report

- a. Propose early endorsement in CD 5 followed by request for joint fundraising event.
 - i. Nicole wants to wait since the election is 12 months away and feels that it is way too soon

7. Vice President's Report

a. Meeting recap with PLB Management

- i. Several residents (including me) have fobs that no longer work. The front door and mailroom door are left open guessing due to fobs failing
 - 1. Aryn will message experience team to make sure they are looking into it
 - 2. A work order can be easily placed to contact Kastle to do maintenance

- ii. How to pay rent; what are our options? What are the problems? Reports that rent check were lost incl one still lost from 2 years ago/ late fees on lost checks
 - 1. As of March 1st, all residents to utilize Bilt or mail payment
 - 2. Over 90% adoption for the entire property. A lot of residents are using it. In a few months, any payments will need to be mailed to a PO Box. No payments will be received in the office. It will be returned to the sender.
 - 3. It needs to be postmarked before it's due. Will void any late fees upon seeing the postmark date. [Ashley will clarify if it must be postmarked by the 1st or 5th of the month and stressed a 3-day grace period](#)
- iii. Residents in garden apartment 23A block: water spigots were shut off because one person was washing their car, and their garden is almost dead
 - 1. Unfair for block if people are taking advantage of spigots, can make a case. Garden shouldn't be dead just because of spigot
- iv. Not enough washer and driers to begin with and many are broken. Folks come over from tower 48 to do their laundry because they are short as well
 - 1. Make sure Alice and Aryn are aware - they are happy to take a look
 - 2. They reduced it due to the in-unit washers and dryers. Some towers have over 50% of residents that have in-unit machines
 - 3. Utilization is reviewed with Wash on a quarterly basis so there is a statistics review to understand any problem areas or things that need to be replaced
- v. Grapefruits fall behind the gazebo not cleaned up fruit flies everywhere
 - 1. Will take this back to the team and discuss with landscaping
- vi. Tower 35 both elevators often down and the some residents are disabled- File a complaint with the Los Angeles Housing Department here
 - 1. Both elevators should be up and working now (they were by the end of day)
- vii. Remind Aryn to remove those planters?
 - 1. Will touch base with Gigi / facilities
- viii. Update from Aryn- Launching an AI component - be able to text or email a bot with all their general questions (work orders, rent payments, can set up payment plans, etc.) 24/7 support - knows the property.

8. Treasurer's Report-

a. 2024 Reviewed

i. Starting Balance: \$26,247.87

ii. Income: \$3,301.70

- 1. Advertising: \$1,360.00
- 2. Member Dues: \$1,789.00
- 3. Unknown: \$152.70
 - a. 01/02/2024 -- Deposit -- \$40.00
 - b. 01/10/2024 -- STRIPE TRANSFER -- \$28.68
 - c. 07/11/2024 -- Temporary Credit Adjustment -- \$65.00
 - d. 10/09/2024 -- STRIPE TRANSFER -- \$19.02

iii. Expenses: \$20,364.48

- 1. Black Sheep: -\$455.00
- 2. Bruce J Altshuler: -\$450.00
- 3. Chelle Buffone: -\$15.39
- 4. Donald Harris: -\$5.40
- 5. Google Suite: -\$947.07

6. Kay Tobe Press: -\$13,775.12
7. Mailchimp: -\$318.00
8. Network Solutions: -\$227.34
9. The Walking Man: -\$3,650.00
10. Weebly: -\$312.00
11. Zoom: -\$209.16

iv. Ending Balance: \$9,185.09 (-17,062.78)

b. January 2025

- i. Starting Balance: \$9,185.09
- ii. Income: \$905.00
- iii. Expenses: \$130.33
- iv. Ending Balance: \$9,959.76 (+774.67)

c. February 2025

- i. Starting Balance: \$9,959.76
- ii. Income: \$2,160.00
- iii. Expenses: \$1,059.82
- iv. Ending Balance: \$11,059.94 (+1,100.18)

d. Forecast

- i. So far two completed purchases of the \$25 newsletter
- ii. \$1,275.00 payable to The Walking Man, subject to any adjustments based on distribution concerns outstanding
- iii. \$4,032.89 payable to Kay Tobe Press
- iv. Looks like \$915 still billable for ads in the latest newsletter, will need some details about their ad buys then will reach out per advertising guide
- v. Trial Balance including Accounts Payable and Accounts Receivable: \$6,717.05
- vi. Angela noted the outstanding requirement to obtain insurance. Please advise the use cases and necessary coverage minimums imposed (e.g. by PLB for theater, etc)

9. Secretary's Report

a. Membership Update-

- i. 112 current members for 2025 / 45 still not renewed
- ii. May be an issue with a small number of NEW members who paid between October 1st-December 12th that still now owe 2025 dues. Will reconcile and contact directly if impacted

b. View all upcoming meeting dates [HERE](#)

10. CFO Report- tabled

11. Public Comment by PLBRA Members and Guests

a. none

12. Good of the Order shared by PLBRA Officers

a. Next Meeting: April 1st in Person- Residents Meeting

13. Adjourn: motioned by: Dan, seconded by Ashley- 8-0. Meeting adjourned at 8:11pm