Sunland Tujunga Neighborhood Council
Special Joint Board
&
Executive Committee Meeting
Minutes

Draft

Wednesday, November 2, 2026, 6:45pm
(Virtual)

IN CONFORMITY WITH THE JANUARY 1, 2026 ENACTMENT OF CALIFORNIA SENATE BILL 707 (DURAZO) AND LA CITY COUNCIL FILE 23-1114, THE SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED VIRTUALLY.

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1. Welcome, Lydia, 6:47pm, Call to Order, & Roll Call (Lydia Grant).
    a. Present: Mellissa Sagastume, Carol Hutchinson, Cindy Cleghorn, Karen Moran, Lydia Grant, also (non-member) Sherry McCoy.
2. Public Comments - non agenda items. None.
3. Committee Member Comments/Calendar & Other Updates.
    a. No Outreach meeting in December.
    b. Lydia said we would have to decide on the General Board meeting in December or not.
    c. Richard Marshallian will be returning to LUC, per Cindy, which is very welcomed.
    d. Sherry was asked if she might be interested in the vacant VP position. Sherry said she would need more information and time. Cindy felt it would be good to bring someone on now so it would be in place already when the Selections take place; having someone internal to the STNC is a plus. Lydia noted that there are 2 VP positions and one might be eliminated.
    e. Cindy noted that trees were chopped down at the Masonic Lodge and that it might be turned into an assisted living facility.
    f. Melissa said that she met with Ricardo and discussed rescheduling Movite Night7
    g. Cindy said that the project at the property across from McDonald's in Sunland has no sign of progress (7 story building).
    h. Cindy also discussed the opening of "Unincorporated Coffee" at 10037 Commerce Ave. No date has been identified yet for the opening.
4. Discussion and Possible Action regarding any Board Member attendance and completion of required City trainings.

a. Karen reported there were members who needed training – funding training and for ethics. Karen will remind them (email / text) to complete their training (Melissa offered to help with texts). Karen talked about training, Lydia asked her to email reminders, Melissa suggested texting. One member has all training outstanding which will be addressed in the General Board meeting.

b. Melissa sent out a link for Planning 101 training. https://lacity.csod.com/ui/lms-learning-details/app/course/b67e8a97-9b7e-4768-8db7-32671fd9c82f

This training is mandatory for LUC members, but all STNC Board members need to take it in order to vote on items that come up through LUC where LUC did not take a position on the particular topic. Karen will send out the link to everyone and encourage them to take this training.

5. **Discussion and Possible Action regarding STNC Administrative items such as storage.**

a. Storage Items still need to be picked up from Storage. Lydia can meet them at storage. Melissa reminded that we still need to do inventory of items we are keeping, and noted that there was some room still at NVCH. Lydia didn't want the yellow bins removed in the event of an emergency. Melissa said that the City is required to be there within two hours of a declared emergency and that they said there were two people who could do this that lived locally. This can be part of the Emergency Preparedness plan.

6. **Discussion/Possible Action:** Approval of outstanding meeting minutes. A motion was made by Lydia and seconded by Melissa to approve recent minutes. A vote was taken which passed.

7. **Discussion/Possible Action:** Approval of the November 11, 2026 Board Meeting Agenda, including Committee Reports and scheduled presenters. Comments about potential agenda items were made by Lydia, Carol, Melissa, Sherry and Karen. Cindy brought up a draft agenda and finalized it with the team. Comments below are provided from general discussion of the agenda items prior to vote.

- No response back about response for clearing debris basin yet.
- CIS in process for building large ADUs. Lydia will get some info to Cindy. Parking is inadequate (understatement) for these larger units.
- Need to remove one member from the Board for lack of required training which is overdue.
- Date for November General Board meeting should not be the 11th, as baselined, due to Veteran's Day. It will be Monday, November 16th. An email will go out to the Board notifying them.
- Table and chairs, per Lydia, cannot be loaned for the Indigenous People's Day if STNC does not have a table at the event, per the City Attorney – there are liability issues. The Indigenous People's group does not allow non-indigenous groups (i.e. STNC) to be part of their activities so STNC cannot have a table at the event. Lydia noted that, additionally, the group is not in our community (their meetings are not in our community); there might be individual stakeholders but loans of tables and chairs are not allowed to individuals. Including this issue for discussion during the Board meeting was discussed; Karen felt it would be a waste of time if it isn't allowed by the City Attorney and writing a nice letter that we cannot loan the table and chairs would be appropriate. A Vote was taken on whether to include this item

on the agenda. Melissa made the motion and Karen seconded. The vote did not pass, with 2 yeses and 2 noes, and 1 abstain.

- Pat Kramer, the Chair of the STAT committee, is withdrawing. There is no alternate Chair. Combining STAT under Emergency Preparedness and Public Safety Committee (EPPS) was suggested. This will be added to the agenda. Pat is going to continue to be active in tree-watering which can be included in the Beautification Committee. Jon might be prevailed upon to be a co-chair of EPPS.
- Cindy will add the Selection Committee form for Board Approval to the agenda.
- Carol noted that MERs aren't available until after the end of each month, so voting on is always delayed. It was suggested that Executive meetings be on the first Monday of the month for initial voting on MERS. The next meeting will be December 2. The Executive meeting can be held right after the Budget meeting, streamlining the process. 9-13-26, letter read by Lydia. Lending equipment.
- Carol went over funding items that need to be on the agenda.
- Lydia is still trying to get Public Works to attend a meeting; dumping at Zachau land-fill would be discussed also.

A motion was made by Carol, seconded by Melissa, for approving the General Board agenda as discussed and edited by Cindy. A vote was taken which passed.

8. Adjourn, 8:01pm