



Board of Governors Meeting  
Tuesday, October 3, 2023  
3:00 p.m.  
Hollywood Hotel  
1160 North Vermont Avenue  
Los Angeles, CA 90029  
**Meeting Minutes**

**Board of Governors**

In attendance

Jeff Zarrinam, Chair	Mark Brady	Jacques Massachi
Berg Tashjian, Vice Chair	Susanna Furios	Michael Tong (remote)
Lisa Nashua, Secretary	Jason Williams	

Absent

Ellen Zaman, Treasurer	Elias Garcia
------------------------	--------------

**SPECIAL MEETING AGENDA**

**Call to Order and Self-Introductions/Roll Call**

The meeting was called to order at 3:11 p.m. immediately followed by roll call by Jeff Zarrinam, Chair.

**Public Comment**

Susanna Furios spoke about the community clean-ups and partnership with the Neighborhood Council.

**Discussion and Possible Action on Review of Hollywood Chamber of Commerce Administration Agreement**

Jeff Zarrinam opened the meeting providing context for the partnership with the Hollywood Chamber of Commerce (The Chamber). The Chamber is meant to provide the following:

- Serve as the fiscal agent for the East Hollywood Business Improvement District (EHBD)
- Provide coordinator/administrative services between EHBD vendors and the EHBD board.
- Accounting services
- Website maintenance including updates and placement of content including domain name (GoDaddy) and hosting services.
- The coordinator/administrative assistant maintains the social media accounts Facebook/Twitter (Now "X")/Instagram/LinkedIn
- Production of a quarterly newsletter
- Notification, recording/minutes, and assistance with meetings

To date, The Chamber and the staff support funded by the EHBID (est. \$70,000+) have not been provided consistently and have cancelled meetings last minute or without consulting the Chair of the Board of Governors of the EHBID.

Discussion ensued in which many board members expressed their frustration and disappointment with the lack of partnership with The Chamber and it was determined that the EHBID would be able to serve the EHBID property owners better as an independent entity.

The following motion was made by Mark Brady and seconded by Berg Tashjian:

Be it so moved that the East Hollywood Business Improvement District sever its relationship with the Hollywood Chamber of Commerce as its fiscal agent and establish an independent 501(c)3. To this end, the chair will establish the new 501 (c)3, garner insurance and provide an update to the City Clerk's office with the assistance of the secretary to the board, open a new bank account and American Express charge card.

The EHBID will provide 30-day notice to The Chamber and will request the following items be provided by the administrative assistant Lily:

Copy and save all digital files including accounting books/files and records for the last 20 years, a copy of the QuickBooks data file with username and password, website domain name as well as username and passwords of all online resources on the external hard-drive as well as the Chase Bank checking account check book to be provided to the Secretary of the EHBID.

The secretary, Lisa Nashua will draft a letter to inform The Chamber of this motion and notify them of the change, including the reclaiming of the \$70,000 it contributes to administrative staffing, to reinvest in the EHBID. The letter will be signed by the Chair, Vice Chair and Secretary of the Board of Governors.

The motion was passed by unanimous vote.

The next meeting is scheduled for Tuesday, November 14, 2023 at 3:30 p.m. at the Hollywood Presbyterian Hospital.

There being no further business, the meeting adjourned at 4:00 p.m.