



NORTH HILLS WEST NEIGHBORHOOD COUNCIL Outreach Committee Meeting

Posted 72 hours prior to meeting - All Meetings are open to the Public

COMMITTEE MEMBERS

Sam Kwasman-Chair, Carol Hart, David Hyman, Kathy Cryer
Anita Goldbaum, Mary Armenteros, Maggie Elliot

Thursday April 6, 2017, from 7:30 – 9:30 pm

Fire Station 87 10124 Balboa Blvd, North Hills, CA 91343



ALL AGENDA ITEMS ARE SUBJECT TO DISCUSSION AND POSSIBLE ACTION BY THE BOARD. PLEASE NOTE THE PRESIDING OFFICER OF THE BOARD MAY TAKE ITEMS OUT OF ORDER. ALL SPEAKER CARDS MUST BE SUBMITTED TO THE SECRETARY BEFORE THE MEETING BEGINS.

The public is requested to fill out a "Speaker Card" to address the Board on any agenda item before the Board takes an action. Public comment is limited to 2 minutes per speaker, but the Board has the discretion to modify the amount of time for any speaker.

- 1) Welcome and Pledge of Allegiance** 2 min
- 2) Roll Call and announcement of Quorum** 2 min
- 3) Chairs Comments-Announcements** 5 min.
- 4) General Public Comments –2 minutes per Speaker** 10 min
The public may provide comments to the Board on non-agenda items within the Board's subject matter Jurisdiction, however, please note that under the Brown Act, the Board is prevented from acting on the Issue you bring to its attention until the matter is agendized for discussion at a future public meeting
- 5) Review and approval of prior Outreach meeting minutes** 10 min
Per Bylaws, minutes/note are required,
- 6) Speaker:Walter Rivas Walt Design-** Discussion of Graphic Design services available, 15 min
for Outreach activities: Marketing, Advertising, Public Relations, Social Media- Q & A
- 7) Final discussion of OPEN HOUSE, Sat. April 22nd** 30 min
Status of: Catered lunch-Muddys, Invites to Officials and NC VIPs, Westsider-1st Announcement, Postcard Mailer, rsvp@nhwnc.net, Promo items, Dry Run Rehearsal-Sam's Café-date-time? Marching Orders to the board, Schmatic, Event program, Table & room décor, Budget.
- 8) Status of Westsider:** Spring-completed, Summer-in progress, funding 2016-17 Budget, or 2017-18 Budget 10 min
- 9) Discussion and possible action:** to participation in the Kiwani's/Dist.12 Senior Dinner/Dance/Award Night-Fri-5/26/17 (9 – 12) 20 min
and Family Festival on Memorial Day weekend, Sat. & Sun. 5/27-5/28. Presence at the Events, staffed table/canopy, rotate volunteers, promo aways-fans. Selection of HWN Senior of the Year to receive Award from CM Mitch Englander.
- 10) Discussion and possible funding motion for 2 NPG for \$500 and \$1000 respectively for the above #9) 2 Events.**
- 11) Discussion and possible action:** for review of the Outreach budget spreadsheet, ytd expenses vs. unspent funds by category to reallocate/move funds within Outreach sub-categories to allow for expenses through FYE 6/17, ie: Westsider and item 9) above.
- 12)) Discussion and possible motion:** for board approval to reallocate/move \$1500 from other Budget categories, ie:Operation-100, Beautification-300 to NPGs-400 to allow for funding of #10) above, per spreadsheets.
- 13) Discussion and possible action:** to request board approval for MERs to report Outstanding Commitments on pg. 2, 5 min
in order to have an accurate spent/unspent funds by categories, so that Committees are aware of important financial data related to their activities.
- 14) Four (4) Main Annual Outreach Events:** discussion and possible action to determine them: 5 min
Annual OPEN HOUSE, Annual Senior Dinner/Dance/Award Night and Annual Family Festival, Annual Emergency Preparedness Fair, Annual Holiday Celebration. February, Anniversary

BEAUTIFICATION & Infrastructure / OUTREACH

- 15) Discussion of:** Status of hiring a Landscape Co. for clean up in worst overgrown areas of NHW, approved at the last GBM, estimates? **10 min**
* Discussion of projects that can be completed before fye funding cut off date in June 2016.
* Discussion of Major Infrastructure Projects on City property, ie Tampa Ave Medians/Northridge West NC.
- 16) Discussion and possible funding motion:** to request that DONE transfer \$?? unspent B & CI funds to Bureau of Street Services **10 min**
for specific clean up projects they will perform as their scheduling allows, in FY 2017-2018. This way funds will not be swept back to the City, but will be used to benefit NHW Community. Possible speaker from BSS at GBM.
- 17) Discussion and possible action to:** select a name for NHWNC Clean Up Team. ie: *Broomstick Brigade*, **10 min**
Go Clean-Go Green- Squad!!
*Brainstorm Outreach ideas to recruit stakeholder volunteers, at Open House, Monroe HS, students-PTA-parents, Gledhill Elementray,
*Boot Camp students- Jermain Corinealdi:Founder, CSUN, local Churches other NP groups- **CONNECTIONS**.
*Logo T-shirts, hats, (48 ordered) flyers distribution in area to be worked on, garden tools (inventory) belonging to NHWNC at VA storage Unit.
*Discussion of setting a tentative 1st Clean Up-Event, location? even if it's a low turn-out dry run. Tools & equipment available other resources.
- 18) Committee Member's Comments: (1 min ea.)** **10 min**
- 19) Future Agenda Items** **5 mi**
- 20) Motion to Adjourn**

The North Hills West Neighborhood Council Agenda is posted for public review at the following North Hills West locations: Uncle Joe's Donuts – 8704 Woodley Avenue and on our website at www.nhwnc.net

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested to fill out a “Speaker Card” to address the Board on any item on the Agenda PRIOR to the Board taking action on an item. Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments on other matters, not appearing on the Agenda that are within the Board’s subject matter jurisdiction, will be heard during the Public Comment on Non-Agendized Items period.

THE AMERICAN WITH DISABILITIES ACT - As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles 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. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting Dan Gibson, Board President, via email at dgibson.nhwnc@gmail.com or by phone 818-809-9158

RECONSIDERATION PROCESS - Reconsideration of a vote by the Board may be called as a Motion by the Board members that voted on the prevailing side of the decision.

GRIEVANCE PROCESS - A stakeholder or group of stakeholders may present a grievance concerning the legality of actions by the Board during public comment. Substantive grievances will be examined by a panel set by the Board and the decisions may be appealed to the Department of Neighborhood Empowerment.

PUBLIC ACCESS OF RECORDS - In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting, may be viewed at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda please contact Dan Gibson, Board President, via email at dgibson.nhwnc@gmail.com, by phone 818-809-9158 or mail to NHWNC – PO Box 2091 – North Hills – CA – 91393.

NHWNC BYLAWS - Please be advised that the Bylaws of the North Hills West Neighborhood Council provide a process for reconsideration of actions as well as a grievance procedure. For your convenience, the Bylaws are available during every meeting.

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR AL CONCEJO VECINAL 3 DÍAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR CONTACTE A DAN GIBSON, PRESIDENTE DE LA MESA, POR EMAIL A dgibson.nhwnc@gmail.com O POR TELEFONO 818-809-9158.