



CITY OF
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CALIFORNIA



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND SPECIAL EVENTS COMMITTEE ONLINE AND TELEPHONIC SPECIAL MEETING AGENDA

Wednesday March 17, 2021 at 6:30 PM

This meeting of the West Hills Neighborhood Council Special Events Committee is open to the public and will be conducted online via Zoom Webinar and telephonically. All are invited to attend and participate. Comments on matters not on the agenda will be heard during the Public Comment period. Those who wish to speak on an agenda item will be heard when the item is considered.

To attend online via Zoom Webinar, click on link or paste link into your browser: <https://us02web.zoom.us/j/89107192756>

To call in by phone, dial (669) 900-6833, then punch in this Webinar code when prompted:
Meeting ID: **89107192756**

1. Call To Order & Establish a Quorum
2. Comments from the Co-Chairs
3. Discussion and possible action on the transfer of \$100 from our budget to the Elections Committee
4. Approval of the revised Operating Rules
5. General Public Comments
6. Adjourn Meeting

Public input at Neighborhood Council meetings: When prompted by the presiding officer, members of the public may address the committee on any agenda item before the committee takes an action on the item by punching in *9 (if calling in by phone) or by clicking on the “raise hand” button (if participating online through Zoom) and waiting to be recognized. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on matters not appearing on the agenda that are within the committee’s jurisdiction will be heard during the General Public Comment period. Please note that under the Ralph M. Brown Act, the committee is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future committee meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of said committee.

Notice to Paid Representatives: If you are compensated to monitor, attend, or speak at this meeting, city law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 et seq. More information is available at ethics@lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

Public Posting of Agendas: WHNC agendas are posted for public review at Shadow Ranch Park, 22633 Vanowen St., West Hills, CA 91307 or at our website, www.westhillsnc.org. You can also receive our agendas via email by subscribing to the City of Los Angeles Early Notification System at www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.

The Americans 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 three business days (72 hours) prior to the meeting you wish to attend by contacting via email NCSupport@lacity.org or calling (213) 978-1551. If you are hearing impaired please call 711.

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 meeting where such writing was considered or by contacting the WHNC’s executive director via email at [www.WestHillsNC.org](mailto:Michelle.Ritchie@westhillsnc.org) at Michelle.Ritchie@westhillsnc.org Requests can be made for a copy of a record related to an item on the agenda.

Reconsideration and Grievance Process: For information on the WHNC’s process for board action reconsideration, stakeholder grievance policy or any other procedural matters related to this Council, please consult the WHNC Bylaws. The Bylaws are available at our website, www.WestHillsNC.org.

SPECIAL EVENTS AD HOC COMMITTEE OPERATING RULES
AS OF March 17, 2021

1. The MISSION of this Committee is to produce, develop and present unique events which serve and engage the community of West Hills. Moreover, the Special Events Committee, when consulted, will serve as an adjunct advisory committee for other events that might be produced and/or developed by other committees of the West Hills Neighborhood Council.
2. This Committee consists of 8 members who are:

<u>Myrl Schreibman</u>	<u>Char Rothstein</u>	<u>Faye Barta</u>	<u>Esperanza Butler</u>
<u>Steve Randall</u>	<u>Aida Abkarians</u>	<u>Saif Mogri</u>	<u>Tariq El-Atrache</u>
3. A quorum consists of 5 members.
4. Voting rights shall be afforded to Committee members Only.
5. Members of this Committee are to be appointed by the Committee Chairs.
6. Officers of this Committee are to be appointed by the Committee Chair.
7. The Officers of this Committee are: Myrl Schreibman (Co-Chair) and Steve Randall (Co-Chair).
8. Char Rothstein and Aida Abkarians or a designate shall be responsible for taking minutes.
9. The writing of the Agenda and posting of the minutes shall be the responsibility of Steve Randall.
10. Committee Members must not miss more than four (4) meetings in the previous 12 meetings, or they may be removed as voting members by the Committee Chair.
11. The Committee's goals are to: 1) Promote the community of West Hills in a positive light, 2) Plan unique Special Events to engage our community, and 3) Advise other committees putting on events when consulted.
12. For this committee, "Serving Actively" is defined as attending meetings, participating in and contributing to discussions and accepting tasks or assignments to support the committee's events.
13. No officer of this committee or member of this committee shall make any representations to the Board or any agency on behalf of the committee without approval from the committee.
14. These rules may be amended at any meeting of the Special Events Committee by a majority vote of the members present, assuming that there is a quorum.
15. This committee shall abide by the WHNC Code of Conduct. This code shall apply to all committee members, whether or not they are members of the WHNC Board.
16. The parliamentary process is to be governed by the most current edition of Robert's Rules of Order.
17. This Committee will meet on Zoom on the 2nd Tuesday of the month at 7:00 PM unless there is a conflict that requires meeting at a different day or time.