



CITY OF  
LOS ANGELES  
CALIFORNIA



P.O. BOX 4670, WEST HILLS, CA 91308  
WWW.WESTHILLSNC.ORG  
MAIL@WESTHILLSNC.ORG

## WEST HILLS NEIGHBORHOOD COUNCIL

### JOINT BOARD AND SPECIAL EVENTS COMMITTEE AGENDA

Tuesday, May 2, 2023 at 7:00 PM

Chaminade College Preparatory – Condon Center 2<sup>nd</sup> Floor  
23241 W. Cohasset Street, West Hills, CA 91304

**Enter Chaminade through the Cohasset Street entrance between Woodlake and Platt Avenues. Drive through the parking lot, bear left and continue over the hill until you see the Condon Family Technology Center on the left. Park in the nearest lot.**

This meeting is open to the public. Doors open 10 minutes before the meeting starts. Those who wish to speak during the meeting may be asked to complete a Speaker Card. 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.

1. Call To Order & Establish a Quorum
2. Approve Minutes from March 7, and March 16, 2023
3. Comments from the Co-Chairs
4. Discussion and Possible action on the 2023 Kids' Day event
5. Discussion and Possible action on possible improvements for the 2024 Senior Dinner Dance
6. General Public Comments
7. Adjourn Meeting

**Public Input:** Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, an issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to two minutes per speaker, unless adjusted by the presiding officer of the committee.

**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, or 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 by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)

**Public Posting of Agendas** - WHNC agendas are posted for public review at Platt Village, on the Southside of Pavilions, closest to Nothing Bundt Cakes at 6534 Platt Avenue, West Hills, CA 91307 or at our website, [www.westhillsnc.org](http://www.westhillsnc.org) You can also receive our agendas via email by subscribing to [L.A. City's Early Notification System \(ENS\)](#)

**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 Section 48.01 et seq. More information is available at [ethics@lacity.org/lobbying](mailto:ethics@lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

**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 our website: [www.westhillsnc.org](http://www.westhillsnc.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the WHNC's executive director via email at [michelle.ritchie@westhillsnc.org](mailto:michelle.ritchie@westhillsnc.org)

**Reconsideration and Grievance Process** - For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website [www.westhillsnc.org](http://www.westhillsnc.org)

**Servicios De Traducción:** Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte [Michelle.Ritchie@westhillsnc.org](mailto:Michelle.Ritchie@westhillsnc.org)



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## WEST HILLS NEIGHBORHOOD COUNCIL

### JOINT SPECIAL EVENTS COMMITTEE/BOARD MEETING MINUTES

**Tuesday, March 7, 2023 @ 7:00 P.M.**

This meeting of the Special Events Committee was conducted online via Zoom webinar and Telephonically.

### **DRAFT**

Committee Co-Chair Steve Randall called the meeting to order at 7:02 P.M.

Committee members in attendance were: Steve Randall (Co-Chair), Myrl Schreiber (Co-Chair), Char Rothstein, Dr. Faye Barta, Aida Abkarians, Glenn Jennings, Saif Mogri, Alejandro Phillips, Miriam Schimmel and Joan Trent. A quorum was established.

Also in attendance was Brad Vanderhoof.

The February 7, 2023 minutes were approved as amended by unanimous consent.

Comments from the Chair(s): Myrl advised that we are working with the City to get event documents approved, as are other NC's.

During the discussion of the 2023 Senior Spring Fling Dinner Dance, Steve advised that the West Valley Christian Church has agreed to allow us to hold the event on April 14<sup>th</sup> in their gymnasium at a cost of \$500. However, we must lay down their floor covering tiles over the entire floor and lift all tiles up before leaving that evening. Char said that she would contact Janet Koller at Chaminade about help from their students as part of their school service program. Glenn said that he would contact the El Camino ROTC as well. The laying down of tiles will begin at 3:00 PM. The desserts will be on the catering tables. Aida will check on the cost from Nothing Bundt Cakes and Golden Rose Bakery. An alternative is Costco sheet cakes and/or pies. Saif said that he was available to pick up items the morning of the event. Alejandro said that he would speak with his sister, who is a caterer, to see if she would supply dinner rolls. Costco could be a backup plan. We will provide coffee and lemonade with our decanters. Aida said that she would check with Jeri Sobel about borrowing her dance group center pieces. Saif said he would check into flowers as an option. Char agreed to contact Fairwinds as a possible supporter and about donating raffle prizes. Aida said that would look into a possible supporter for a photo booth. Aida & Char will be in charge of decorations and ambiance. Faye & Glenn will handle the check-in table, with Glenn handling the raffle ticket distribution.

During the discussion of the 2023 Kids' Day event, Myrl stated that Alejandro has agreed to take the lead on the planning with the support of Myrl & Steve. We still need to get Taxco Trails Park booked for June 3<sup>rd</sup>. Aida will try to get a 30-45 minute interactive presentation/show. Myrl & Aida agreed to look into getting an ice-cream truck for the kids.

There were no Public Comments.

The next regularly scheduled Special Events Committee meeting is on April 4, 2023.

The meeting was adjourned by Steve Randall at 9:03 P.M.



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## WEST HILLS NEIGHBORHOOD COUNCIL

### JOINT “SPECIAL” SPECIAL EVENTS COMMITTEE/BOARD MEETING MINUTES Thursday, March 16, 2023 @ 6:00 P.M.

This meeting of the Special Events Committee was conducted online via Zoom webinar and Telephonically.

### **DRAFT**

Committee Co-Chair Steve Randall called the meeting to order at 6:07 P.M.

Committee members in attendance were: Steve Randall (Co-Chair), Myrl Schreiber (Co-Chair), Char Rothstein, Dr. Faye Barta, Aida Abkarians, Glenn Jennings, and Miriam Schimmel. A quorum was established.

Also in attendance was Brad Vanderhoof.

No minutes were approved.

Comments from the Chair(s): Myrl advised that the City is making it very difficult to hold special events. Steve stated that CD-12 is working with the City to move the Spring Fling approval forward.

During the discussion of the 2023 Kids' Day event, Myrl stated that Alejandro had completed the form for Taxco Trails Park, and that Alejandro is investigating what costume characters are currently popular. Steve moved to approve the \$4,250 budget, seconded by Faye Barta. After discussion, the motion passed by unanimous vote.

During the discussion of the 2023 Senior Spring Fling Dinner Dance, Steve advised that all completed forms had been submitted to the City for approval several weeks ago and that we were waiting for the City's OK!

There were no Public Comments.

The next regularly scheduled Special Events Committee meeting is on April 4, 2023.

The meeting was adjourned by Steve Randall at 6:50 P.M.