



CITY OF  
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## WEST HILLS NEIGHBORHOOD COUNCIL

### JOINT BOARD AND COMMUNICATION/OUTREACH COMMITTEE DRAFT MEETING MINUTES

JUNE 8, 2017

Condon Center – Media Center

Chaminade College Preparatory, 23260 Saticoy Street, West Hills, CA 91304

1. Meeting was called to order by Michael Teitelbaum at 7:50p.m.
2. Quorum was established. Members present: Simone Best, Bob Brostoff, Dan Brin, Steve Randall, Ron Sobel, Michael Teitelbaum, Alec Uzemeck, and Brad Vanderhoof. Absent: Tony Brosamle, Tom Booth, and Reeyan Raynes. Other Board Members present were Char Rothstein, Myrl Schreibman and Joan Trent. No stakeholders were present.
3. Approval of the 5/11/17 minutes were tabled to the July meeting.
4. Michael announced that Co-chair Reeyan Raynes was absent due to a sudden illness.
5. There were no public comments.
6. Michael reported that he emailed the new WHNC brochure Kristal Graphics for printing.
7. Some committee members had asked to look at the new A-frame sign. Due to absences we were not able to view the A-Frame at this meeting. Simone reiterated that the poster inserted into the A-frame is changeable and the committee could decide what they want to insert. Simone will bring the A-Frame to the next meeting.
8. Michael reported that the change to the new Rack Space email system is imminent. Michael and Michelle Ritchie are working together on the migration.
9. An ad-hoc committee was formed to complete the DONE year-end report. Members include Dan Brin, Myrl Schreibman, Michael Teitelbaum and Simone Best. The ad hoc committee will present it to the Board for approval at the July 1, 2017 meeting.
10. Due to Reeyan's illness discussion of his functions in relation to the website and social media accounts was tabled to the July meeting.

11. The committee discussed live streaming of West Hills special events. The test special event will be "Coyotes, Lions and Bears, Oh My!" being presented by Animal Services Liaison Olivia Naturman at Platt Library on July 8, 2017 at Platt Library. Brad stated the library has the required legal posting regarding filming already in place. He volunteered to inform the library we will be test streaming the event. Committee members will review the video and discuss at the July meeting.
12. The committee discussed creation of a new standing committee called Events. Steve and Myrl presented their reasons for creation of the committee. Simone offered to convene the Outreach Work Group to try and define the concept in more detail. The work group will include Steve, Myrl, Simone and Tony. Further discussion on the matter was tabled to the July meeting.
13. Michael reported that members of the Website Work Group completed and sent the new website Resources page URL to our contractor, The Web Corner, for a bid. Michael will report back at the July meeting.
14. Simone restated that she will convene the Outreach Work Group and the work group will consist of Tony, Myrl, and Steve. Brad asked to be included.
15. The Social Media Work Group report was tabled to the July meeting.

The committee adjourned at 9:13 p.m.