



West Hills Neighborhood Council

P.O. Box 4670, West Hills, CA 91308-4670
818-254-WEST

WWW.WESTHILLSNC.ORG

MAIL@WESTHILLSNC.ORG

Communications Committee/Joint Board Meeting Minutes

July 14, 2016 - 7:30pm

West Hills Hospital, first floor conference room

7300 Medical Center Drive, West Hills, CA 91307

- 1) Called to order 7:32p.m.
- 2) Sign-in Roll Call to establish quorum. Members present Tom Booth, Dan Brin, Marge Brown, Steve Randall, Ron Sobel, Alec Uzemeck, Michael Teitelbaum and stakeholder Brad Vanderhoof. Tony Brosamle arrived at 7:43p.m. Co-chairs Simone Best and Reeyan Raynes were absent. Quorum was established.
- 3) The meeting minutes of 4/14/16 were approved.
- 4) Comments from co-chairs.
Michael asked the committee to excuse his lack of experience stating this was his first committee appointment and that to please bear with him as he got up to speed.
- 5) Public comment regarding items not on the agenda limited to two minutes.
Michael Teitelbaum commented about how we need to overhaul the organizational structure of the documents on our website. He received pushback until he revealed his web development background and explained how he imagined the system could work for the end user. He used a diagram to help explain the structure and all agreed that such a system is something we should consider down the line.
- 6) Discussion and possible action to approve draft of Committee Operating Rules.
Dan reviewed the rules, realized they were unconstitutional suggested and suggested a rewrite and a rethink for discussion at a future meeting.
- 7) Work Group Reports
 - a) Website Work Group – Michael**
 - i) The process and progress of the e-newsletter was discussed. . Dan circulated an old copy of the printed version of the West Hills newsletter for review. We discussed various outreach attempts that included both digital and non-digital approaches.
 - ii) The meaning of the word communications was debated.
 - iii) The name Eggstravaganza was discussed. At this meeting the committee agreed to change the name to Springfest.
 - iv) Next work group meeting date is August 18th
 - b) Social Media Work Group –Tabled**
 - c) Outreach Work Group – Tabled**
- 8) Adjourned at 8:45p.m.