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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND COMMUNICATION/OUTREACH COMMITTEE MEETING AGENDA

Wednesday, April 18, 2018 @ 7:30p.m.
IHOP (International House of Pancakes)
22810 Vanowen, West Hills, CA 91307

1. Call to Order
2. Establish quorum
3. Review and approve 3/21/18 minutes
4. Public comment (2 minutes per speaker)
5. Comments from Co-chairs
6. Discussion and Possible Action on Committee Roles and Responsibilities
7. Discussion and possible action on 2017-18 Communication/Outreach Budget
8. Discussion of 2018-2019 Budget Priorities

9. Outreach Update
 - a. Report on Chatsworth Nature Preserve event 4/7/2018
 - b. Discussion and possible action regarding upcoming tabling events

10. Website Update
 - a. Review updates to WHNC website Resources page
 - b. News Stories and Homepage

11. Social Media Update
 - a. FaceBook
 - b. Twitter
 - c. Next Door

12. Adjournment - The next meeting of this Committee is May16, 2018.

Public Input: The public is requested to fill out a Speaker Card to address the Board on any agenda item before the Board takes an action on an item. 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 committee meeting. Public comment is limited to two minutes per speaker, unless adjusted by the presiding officer of the committee.

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.

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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 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.

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



WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND COMMUNICATION/OUTREACH COMMITTEE MEETING MINUTES

Wednesday, March 21, 2017 @ 7:30p.m.

1. The meeting was called to order by Simone Best at 7:41 p.m. Members in attendance were: Simone Best, Tony Brosamle, Bob Brostoff, Steve Randall, Myrl Schreibman, and Brad Vanderhoof. Absent were Dan Brin and Alec Uzameck. Stakeholder Eileen Wvieniecki was also in attendance.
2. Quorum was established.
3. The 2/21/18 minutes were approved with minor changes.
4. Public comment from Eileen Wvieniecki was that she was glad to be at the meeting.
5. There were no comments from the chair.
6. The names for new chair of the Communications and Outreach chair were submitted. Interested parties are Ivan Blume, Tony Brosamle, Myrl Schreibman and Brad Vanderhoof. The names will be forwarded to the Board President who, per bylaws, will appoint the new chair.
7. The committee discussed ideas for spending the balance of its **four hundred ninety eight dollar** budget by 6/1/18. Members of the committee remembered that the Budget Committee had voted to move the funds to discretionary account at its 2/20/18 agenda. The Budget committee chair was asked to send an email to the Budget Committee members notifying them that the Communications Committee had not approved moving the funds and will be returned to Communications.
8. Website Work Group Update
 - a. Tony discussed his idea to move all workgroups back into one large committee. The committee will hold this decision until the new chair is appointed.
 - b. The Website workgroup met and the resource page was briefly discussed with all members noting it needed serious updating. Simone stated that The Web Corner had billed WHNC for \$500 for the Resource page update and asked Brad if changes to the Resource page had been made. Brad stated no changes have been made and the \$500 is still available. Additional decision regarding the website was tabled to April.
 - c. Review of protocols for posting non-WHNC events was tabled to April.
 - d. No Website/Social media workgroup meeting was scheduled.
9. Outreach Workgroup Update
 - a. Steve reported on the Chatsworth Nature Preserve event to be held on 4/7/18. Steve will not be able to transport the canopy and asked for help. Promotional materials are in the storage shed and need to be transported to the event. Keys to the shed were discussed.
 - b. There was no discussion on distribution of tabling boxes.
10. Adjourned at 8:45pm