



## WEST HILLS NEIGHBORHOOD COUNCIL

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

Wednesday, February 20, 2019, Chaminade HS Condon Center, West Hills California  
Approved March 20, 2019

Attendees: Brad Vanderhoof, Thomas Booth, Dan Brin, Anthony Brosamle, Bob Brostoff, Dan Hensley, Steve Randall, and Myrl Schreibman.

Chair Brad called the meeting to order at 7:45 PM. A quorum was established.

The January meeting minutes were approved.

Numbers refer to agenda items.

3. Chair Comment: None
4. Public Comment: None
5. Spending Request of \$1300 for Memorial Day Parade:  
Steve moved to approve, Bob seconded.  
The motion was approved by a unanimous vote.  
This item will be sent to the Board.
6. Promotion of Neighborhood Council Elections: Website, Facebook, and Twitter promotions are up and running. Bob will send an iContact email blast will go out by Thursday. Brad and Thomas will hold a tabling event on Sunday morning. Brad will make sure the Candidate information brochures are ordered and ready for the event. The Elections Committee will place an advertisement and press release in the Warner Center News. The cost is \$200 and Dan will compose the content.
7. Election Promotion on Shopping Carts: Item tabled as it is too late.
8. Promotion of Special Events: Dan is updating the active shooter forum. Myrl made a spending request for 1000 flyers and 6 posters at a cost of \$375 from Budget line item 20.  
Dan moved to approve, Steve seconded.  
The motion was approved by a unanimous vote.  
This item will be sent to the Board.
9. WHNC Newsletter: Item tabled.
10. WHNC Member Handbook: Brad said he has received no feedback on topics. Item tabled to March.
11. Promotional Items: Bob moved to authorize spending up to \$775 on promotional items in 2018-2019, Steve seconded.  
The motion was approved by a unanimous vote.  
This item will be sent to the Budget Committee.
12. Communications Outreach 2018-2019 Budget: Myrl asked for approval to spend up to \$400 on refreshments For the active shooter forum if donations  
Steve moved to approve, Bob seconded.  
The motion was approved by a unanimous vote.  
This item will be sent to the Budget Committee.  
Myrl suggested purchasing an 80-cup coffee maker.  
Myrl moved to spend up to \$150 on an 80-cup coffee maker from Budget line item 20, Steve seconded.  
The motion was approved by a unanimous vote.  
This item will be sent to the Budget Committee
13. Social Media Report: Anthony reported Twitter now has 609 followers including John Lee.

Chair Brad adjourned the meeting at 8:45 PM.

The next meeting of this committee will be held: Wednesday, March 20, 2019 at 7:30 PM, Chaminade High School Condon Center, second floor conference room.

