



CITY OF  
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CALIFORNIA



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## WEST HILLS NEIGHBORHOOD COUNCIL

### JOINT BOARD AND SPECIAL EVENTS COMMITTEE ONLINE & TELEPHONIC MEETING AGENDA Wednesday May 12, 2021 at 6:00 PM

This meeting of the West Hills Neighborhood Council Special Events Committee will be conducted online via Zoom Webinar and telephonically. All are invited to attend and participate.

**To attend online** via Zoom Webinar paste the link into your browser: <https://us02web.zoom.us/j/89837959615>

**To call in by phone**, dial (669) 900-6833, then punch in this Webinar code when prompted: **8983 795 9615** and then #

This meeting is open to the public. 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. Comments from the Co-Chairs
3. Approve Minutes from April 14, 2021
4. Discussion and Possible Action on the Bingo Bash Event
5. Discussion and Possible Action on 2021-2022 Budget
6. General Public Comments
7. Adjourn Meeting

**Public input at Neighborhood Council meetings:** When prompted by the presiding officer, members of the public may address the committee on any agenda item before the committee takes an action on the item by punching in \*9 (if calling in by phone) or by clicking on the “raise hand” button (if participating online through Zoom) and waiting to be recognized. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on matters not appearing on the agenda that are within the committee’s jurisdiction will be heard during the General Public Comment period. Please note that under the Ralph M. Brown Act, the committee is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future committee meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of said committee.

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

**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](http://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](http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index).

**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 and other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least three business days (72 hours) prior to the meeting you wish to attend by contacting via email [NCSupport@lacity.org](mailto:NCSupport@lacity.org) or calling (213) 978-1551. If you are hearing impaired please call 711.

**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](mailto: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](http://www.WestHillsNC.org).



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### **SPECIAL JOINT SPECIAL EVENTS COMMITTEE/BOARD MEETING MINUTES** **Tuesday, April 14 2021 @ 6:30 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 6:02 P.M. A quorum was established.

Committee members in attendance were: Steve Randall (Co-Chair), Myrl Schreiberman (Co-Chair), Char Rothstein, Saif Mogri, Esperanza Butler, Faye Barta, Aida Abkarians, Joan Trent and Tariq El-Atrache (arrived at 6:38 pm). Others in attendance were Brad Vanderhoof.

The minutes of the March 9, 2021 and March 17, 2021 were approved as amended.

Comments from the Chair: Myrl apologized to the committee and to Tarik for not providing someone to work with Tarik as co-head of the workgroup who knows how the events are done and the intricacies of the city and committee requirements. And that all decisions about events are made and voted on by the committee.

There was discussion of the upcoming Bingo Bash event. Myrl informed the committee that he had found a way to do the bingo game in a simple and easy manner. He showed a set of 100 color coded bingo cards and the deck of cards with numbers on it that the caller can pull from the deck. Maggie was contacted to call the event and she was looking at her schedule. CD12 was ready to help in assisting with getting prizes for the various games. There would be 109 participants (100 participants and 9 committee members). It was suggested that restaurants might be willing to donate meals as prizes. Myrl said he would contact his friends in product placement companies to get prizes donated as well. Faye moved to change the event date from May 6<sup>th</sup> to June 6<sup>th</sup>. The motion was seconded by Steve Randall. The motion passed with eight YES votes and one abstention by Tariq.

The Zoom format and limitations were discussed, such as speaking with Anthony after more event details are decided, how many people a webinar can accommodate, can people just watch the 100 participants, and will there be an additional Zoom cost? Tariq suggested cards should be serial numbered, assigned to each participant, and sent as a PDF by email. The Committee agreed and Saif said he had already set up an email for that purpose as he did for the Halloween event. Saif and Myrl agreed to keep records of registered players so there is a check and balance and that players may need to be validated. Discussion for the next meeting is the number of cards for each participant and how to handle more than one participant per household. It was decided to market the event to seniors but that we could not limit players to seniors. Brad suggested that we bounce the rules off of DONE once we get the event approved and the rules set. Tariq indicated that he no longer wanted to be involved with planning this event.

The meeting was ended by ZOOM at 6:57 P.M.

The next scheduled Special Events Committee meeting is Wednesday May 12th at 6:00 P.M.