



# DRAFT MINUTES OUTREACH & ELECTIONS COMMITTEE MEETING



Wednesday, April 6, 2022  
6:30pm

**ZOOM – MEETING ID 979 4137 2867**

Join Zoom Meeting Online: <https://zoom.us/j/97941372867>

Meeting ID: 979 4137 2867

Or via phone: (669) 900-6833 and enter/dial 979 4137 2867 followed by # (pound)

IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

Instructions on how to sign up for public comments will be given to listeners at the start of the meeting.

COMMITTEE MEMBERS			<i>X = Present, AB = Absent, EX = Excused</i>			
<u>X</u>	Paige Cram Fakhraie	<i>Chair</i>	<u>X</u>	Katherine Hatton	<u>X</u>	Tess Taylor

<b>1. Call to Order</b>	Start Time 6:30_ PM									
<b>2. Attendance</b>	Public in Attendance: 1									
<b>3. Minutes</b> <i>(One (1) Minute per Speaker per Agenda Item)</i>										
a. Review and Approve Committee Minutes (Materials can be found at <a href="https://www.gtlnc.org/">https://www.gtlnc.org/</a> under committee meeting documents)										
<b>MOTION A:</b> Approve the GTLNC March 9, 2022 Outreach & Elections Committee Minutes.	<b>VOTE:</b> 2/0/1 First: Tess Second: Paige									
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;"><u>Y</u> Paige Cram Fakhraie</td> <td style="text-align: center;"><u>A</u> Katherine Hatton</td> <td style="text-align: center;"><u>Y</u> Tess Taylor</td> </tr> <tr> <td style="font-size: small;"><i>Y – Yes</i></td> <td style="font-size: small;"><i>A – Abstain</i></td> <td style="font-size: small;"><i>I – Ineligible</i></td> </tr> <tr> <td style="font-size: small;"><i>N – No</i></td> <td style="font-size: small;"><i>R – Recusal</i></td> <td style="font-size: small;"><i>E – Excused</i></td> </tr> </table>	<u>Y</u> Paige Cram Fakhraie	<u>A</u> Katherine Hatton	<u>Y</u> Tess Taylor	<i>Y – Yes</i>	<i>A – Abstain</i>	<i>I – Ineligible</i>	<i>N – No</i>	<i>R – Recusal</i>	<i>E – Excused</i>	
<u>Y</u> Paige Cram Fakhraie	<u>A</u> Katherine Hatton	<u>Y</u> Tess Taylor								
<i>Y – Yes</i>	<i>A – Abstain</i>	<i>I – Ineligible</i>								
<i>N – No</i>	<i>R – Recusal</i>	<i>E – Excused</i>								
<b>4. Public Comment</b> <i>(Two (2) Minutes per Speaker on relevant subject not on agenda)</i>										
<i>Jonathan – Suggested a click for meeting in progress button on the homepage of the web site to solve the meeting access issue. He also suggested considering rounding the promotional sticker for cost savings. Paige will look into both suggestions.</i>										
<b>5. Committee Member News &amp; Announcements</b> <i>(Two (2) Minutes per Speaker on relevant subject not on agenda)</i>										
<i>Tess is still working on the statement relating to DONE which was discussed at previous meeting. May have found a new avenue that she wants to pursue instead. She will have more info at a subsequent meeting. Katherine reported that Colby is still working on getting TYS’s payments processed. Katherine pointed out that votetolucalake.org is no longer working due to the domain registration being under a previous board member, rather than the organization.</i>										
<b>6. On-Going Business</b> <i>(One (1) Minute per Speaker per Agenda Item)</i>										
<ul style="list-style-type: none"> <li>a. Finalize promotional sticker - Paige will circulate final design to the committee for final input and then send it to the board (bcc'd) and agendize it for the upcoming general board meeting.</li> <li>b. Update on status of web site changes – All changes made except for the issue of events disappearing after their start time. Paige will follow up with TYS to resolve final issue. Tess suggested to agendize access to newsletter for Paige for the Exec Committee meeting</li> </ul>										



<p>c. Homeless resource guide - <i>Tess provided sample business card size resources and is working on gathering content with input from various community members. She can complete this by the end of the month and will ideally have something to show at the general board meeting, even if not final. Will include resources for safe parking, food, shelter and legal aid. Paige will gather printing quotes and assist with design if needed. Specs for printing quote: 3.5 wide x 8.5 inches long, quadrafold on thick stock. Will price out 500 and 1,000 copies. Will need to put a funding motion on the agenda for this upcoming general board meeting.</i></p>	
<p><b>7. New Business/Future Projects</b> (One (1) Minute per Speaker per Agenda Item)</p>	
<p>a. Business cards – <i>Suggestion to create them only for board members who want them. Need to ask Colby or Robyn about the previous template for business cards. These probably can't be budgeted for until next fiscal year.</i></p> <p>b. Other future projects – <i>May need co-chair to spearhead elections if the current chair (Paige) intends to run again.</i></p>	
<p><b>8. Meeting Adjourned</b></p>	<p>Close Time: 7:13 PM</p>
<p>Next Meeting: <b>Wednesday, May 4, 2022 @ 6:30 PM</b> – via Zoom</p>	

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS**

The public is requested to dial \*9 or use the “Raise Hand” option, when prompted by the presiding officer, 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, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker unless adjusted by the presiding officer of the Board.

**AB 361 UPDATES**

Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council’s control, the meeting must be recessed or adjourned.

**PUBLIC POSTING OF AGENDAS** - GTLNC agendas are posted for public review as follows:

- Discovery Store (Community Kiosk), at the Southeast corner of Forman Avenue and Riverside Drive;
- [www.gtlnc.org](http://www.gtlnc.org); or
- You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <https://www.lacity.org/government/subscribe-agendasnotifications/neighborhood-councils>

**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 3 business days (72 hours) prior to the meeting you wish to attend by contacting Robyn Allyn, Board Secretary via email at [Robyn.Allyn@gtlnc.org](mailto:Robyn.Allyn@gtlnc.org).

**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 our website: [www.gtlnc.org](http://www.gtlnc.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Robyn Allyn, Board Secretary via email at [Robyn.Allyn@gtlnc.org](mailto:Robyn.Allyn@gtlnc.org)

**RECONSIDERATION AND GRIEVANCE PROCESS**

For information on the GTLNC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the GTLNC Bylaws. The Bylaws are available at our Board meetings and our website [www.gtlnc.org](http://www.gtlnc.org)

**SERVICIOS DE TRADUCCION**



**MINUTES**  
**OUTREACH & ELECTIONS COMMITTEE**  
April 6, 2022  
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Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Robyn Allyn, Secretary de la Mesa Directiva, por correo electrónico [Robyn.Allyn@gtlnc.org](mailto:Robyn.Allyn@gtlnc.org) para avisar al Concejo Vecinal."

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

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