



**OUTREACH COMMITTEE MEETING
 MINUTES**

Tuesday, July 2, 2019 @ 6:00 PM
 10110 Riverside Dr. Toluca Lake, CA 91602

1. **Meeting Opening/Call to Order** Start Time: 6:03 pm
 2. **Attendance** *Please mark X=present EX=excused AB=unexcused absence:*

<u>X</u> Kelly Cole, Co-Chair	<u>X</u> Jim Fitzpatrick	<u> </u> Hannah Globus	<u> </u> Lee Jamieson
	<u>X</u>		
<u>X</u> Juliann Miles, Co-Chair	<u> </u> Tony Carey	<u>X</u> Katherine Hatton	<u>X</u> Tina Smith

 Tony Carey arrived 6:08pm.

3. **Public Comment**
 4. **MOTION A: Approve up to \$500.00 for lanyards, name placards, table clothes, and business cards for new board members, youth board members, and executive board appointees as amended.**

FIRST: Katherine Hatton **SECOND:** Hannah Globus **VOTE:** 5 / 0 / 0

5. **Definition of Committee Moving Forward**
 -Elections to be broken out as a separate committee.
 -Outreach engages the social media in communicating with the community.
 -Outreach provided information to general public and new board members.
 * Establish procedures for Ad-Hoc Committees, engage Neighborhood Watch as standing member on the agenda, PTA, and other community organizations. Having a directory available to provide to business (welcome kit)
 -Drive people to our board meetings; guest speakers; let send out communication to all board members and include in the newsletter to get suggestions for new speakers.
 -Launch on new website (driving people to the website, to the event, and to the meetings)
 -Flow of GTLNC
6. **2019/2020 Outreach Projects**
 -Think of outreach as events, but also as an extension to reach the community.
7. **New Business**
Danielle has been added to the committee

Next Meeting: Black in August Convened at 7:30pm

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – 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, 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.

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

- (Community Kiosk), at the Southeast corner of Forman Avenue and Riverside Drive;
- www.gtlnc.org; or
- You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>



3330 Cahuenga Blvd. West, Suite 505
Los Angeles, CA 90068
TEL 818-755-7674
www.gtlnc.org | info@gtlnc.org



neighborhood council

THE AMERICAN 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 Juliann Miles Board Secretary via email at Juliann.Miles@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: 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 Juliann Miles, Board Secretary via email at Juliann.Miles@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

SERVICIOS DE TRADUCCION

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Juliann Miles Secretary de la Mesa Directiva, por correo electrónico Juliann.Miles@gtlnc.org para avisar al Concejo Vecinal."