



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

OUTREACH & ELECTIONS COMMITTEE

Meeting Minutes for Tuesday, January 7, 2020 @ 6:30 PM

10110 Riverside Drive, Toluca Lake, CA 91602

1. Meeting Opening/Call to Order Start Time: 6:30 pm
2. Attendance *X=present EX=excused AB=unexcused absence*

EX Kelly Cole, *Co-Chair* X Tony Carey, *Co-Chair* X Katherine Hatton X Tina Smith
X Lee Jamieson XDanielle Mihaljevich

3. Public Comment - none
4. Earth Day / Taste of Toluca - Committee helping this year but not running event, assisting with recruiting volunteers, not producing day-of
5. Other 2020 Events - get out the vote, youth voter registration, other projects call for ideas
6. Website Evaluation - determining how best to get the submitted list of changes and fixes implemented
7. Website Launch - discussed way to announce and support the launch of the new website once fixes were made, including flyers for shops, big announcement on community board.
8. GTLNC Sponsored welcome packet for new residents - discussed creating an electronic welcome packet with info about the GTLNC and other neighborhood groups and businesses, lists of resources, etc. Packet would live on the website, and a paper invite could be provided directing newcomers to the site.
9. Community survey - create a survey asking residents what they need/want from the GTLNC, also helping to educate folks about what we are/do.



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10. Elections Handbook - create a list of items and actions our council needs to know/take in the run-up to the 2021 council election, including tips for a smooth transition of power from one board to the next.
11. New Business

Next Meeting: Tuesday, February 4, 2020 @ 6:30 PM
10110 Riverside Drive, Toluca Lake 91602

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:

- John Arroe Building (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>

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 Natasha Lewin, 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 Natasha Lewin, Secretary of the Mesa Directiva, por correo electrónico Juliann.Miles@gtlnc.org para avisar al Concejo Vecinal."