



3330 Cahuenga Blvd. West, Suite 505
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OUTREACH & ELECTIONS COMMITTEE MEETING - MINUTES

Tuesday, March 3, 2020 @ 6:30 PM

10110 Riverside Drive, Toluca Lake, CA 91602

1. Meeting Opening/Call to Order Start: 6:35 pm End: 7:25 pm
2. Attendance

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

3. Public Comment - committee members were the only ones present

4. Earth Day/Taste of Toluca - VOLUNTEERS (4/19/20)

Brainstormed ways to recruit 60 volunteers. Possibilities discussed included Valley College, YMCA Youth and Government, PTAs at TLES and RVES, Boys & Girl Scouts, local high schools and volunteer websites. Discussed providing volunteers with backstage pass type of credentials rather than tee shirts, as these are possibly greener, cheaper and reusable. Want to consider using paid social media advertising to recruit volunteers as well as drive attendance to the event.

Discussed the need for staff at the Outreach table during the day of the event. Tina and Danielle will both volunteer on the day, including the Outreach table. Lee will help throughout the event, including pursuing the vintage fire truck.

5. Outreach & Elections Budgeting for the 2020-2021 Fiscal Year

Discussed advance planning of future efforts in order to better anticipate our budget needs, including welcome packets, board meeting support and other ideas. Noted that next year is an election year as well.

Ideas for more dynamic board meetings included creating a meeting highlights section which begins every meeting, alerting the public during the comment section we will be listening but not commenting, featuring more interesting speakers/presentations, limiting the number and amount of perfunctory city speakers, having large lit "Meeting Tonight" signs and "More Parking" signs.

6. Website Changes & Oversight - Discussed that the website lacks utility and the best way to get traction on the suggested changes, also that website and social media management are best defined as a function of Outreach.

7. Outreach Strategy & Efforts, including Welcome Packets & future events - See #5

8. New Business - no new business at this time



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Next Meeting: Tuesday, April 7, 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 la Mesa Directiva, por correo electrónico Juliann.Miles@gtlnc.org para avisar al Concejo Vecinal."