

**Committee Members:**

Co-Chairperson August Steurer  
Co-Chairperson Christopher Waddy,  
Mihran Kalaydjian,



• **Public Input on Agenda Items** – The public may address the Committee on any agenda item before the Committee acts on an item. The Committee will accept comments from the public on agenda items only when the Committee considers the individual item.

• **Public Input on Matters not appearing on the agenda** – During the General Public Comment period, the Committee listens to comments from the public on other matters not appearing on the agenda within the Committee's jurisdiction. \* Please note that the Brown Act prevents the Committee from acting on an issue you bring to its attention during the General Public Comment period; however, the issue raised by a public member may become the subject of a future Committee meeting.

• **Notice to Paid Representatives** - If you receive compensation 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/lobbying](http://ethics.lacity.org/lobbying). For assistance, please get in touch with the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

• **Public Comments are limited to two (2) minutes per speaker** unless adjusted by the presiding member of the Committee. The presiding member may impose different time limits per agenda item as needed.

Contact Person: Chris Waddy  
818-312-5610  
[c.waddy@whcouncil.org](mailto:c.waddy@whcouncil.org)

## Meeting Minutes

A Community Outreach Committee Meeting  
Will be Held:

**May 8, 2023, @ 6:30 pm – 7:45 pm**  
**Upper Room, Woodland Hills Branch Library**  
**22200 Ventura Blvd., Woodland Hills, CA**

### 1. Call to Order by Chris Waddy at 6:35pm

### 2. Establish Quorum:

Roll Call — Theresa Campbell (resigned from NC Board), Mihran Kalydjian present, August Steurer present, Christopher Waddy present. Karen Dibiase sitting in.

### 3. Comments by the Public regarding Issues NOT on the Agenda.

All public comment is limited to 2 minutes per speaker unless adjusted by the presiding member of the Committee. If available, the event page for this meeting has draft minutes posted on [whcouncil.com](http://whcouncil.com).

*No Public Comment.*

### 4. Approval of Available Committee Minutes

Roll Call — Mihran Kalydjian, August Steurer, Christopher Waddy

*Minutes for 4-17-23 approved 3 yes, 0 no, 0 abstain.*

*Minutes for 4-24-23 approved 3 yes, 0 no, 0 abstain.*

### 5. Action Items for Discussion and Possible Action by the Committee:

***Board Members needing to recuse themselves for any of the agenda items must declare now which item they need to recuse themselves from and the reason they need to be recused. (For record keeping)***

#### **Item No (A) Co-Chair Christopher Waddy**

#### **The West Valley Boys & Girls Club “Future Ready Graduation”:**

Discussion and possible adopting a motion for support for The West Valley Boys & Girls Club’s Future Ready Graduation as well as ongoing support for their programs throughout the year.

*No one from The West Valley Boys and Girls Club was present.*

#### **Item No (B) Co-Chair August Steurer (Continued)**

**Tri-Fold Brochure for In-person Event Distribution:** Discussion and possible action regarding adopting a motion for spending up to \$250.00 for 1,000 8.5”by 14” tri-folded brochures, \$360 for 2,500 tri-folded brochures, or \$600 for 5,000 brochures.

**Item No (C) Co-Chair August Steurer (Continued)**

**July Board Marketing Communications Workshop and Board Installation:**

Discussion and possible adopting to motion to have a Marketing Communications Workshop for the Board in conjunction with the installation of new Board Members after June/July elections.

**Item No (D) Co-Chair Christopher Waddy (Continued)**

**Website Structure review & NC Email hosting issues:** Discussion regarding the current host for Council website and email hosting and well as issues associated with the host.

*The Outreach Committee will revisit Email hosting and review website after July elections.*

**Item No (E) Co-Chair August Steurer (Continued)**

**WHWCNC logo Renovation/Marketing Plan:** Discussion and possible action regarding what changes should be made to the logo to become more engaging across media as well as creating and adopting a marketing plan for the Council.

**6. Committee Future Meeting(s) & Possible issues**

The next expected Regular Committee Meeting will be held in person on **May 22<sup>nd</sup>, 2023**, at the same time and location.

**7. Adjournment of Meeting at 7:50pm**

Meeting dates for the 2022-2023 year: Committee holds meetings on the second and fourth Thursday of every month at 6:30 pm. Check the NC website calendar for a complete committee and board meetings list. Meeting dates and times are subject to change. Check the NC calendar for updated meeting schedules.

The next expected Regular Committee Meeting will be held in person on **May 22<sup>nd</sup>, 2023**. This may change depending on the availability of the meeting facility. Please visit the calendar page at [whcouncil.org](http://whcouncil.org) for the complete details and confirm the location, date, and time.

• **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 based on 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 or services may be provided upon request.

- To ensure the availability of services, please make your request at least (3) business days (72 hours) before the meeting you wish to attend by contacting Dena Weiss by email at [d.weiss@whcouncil.org](mailto:d.weiss@whcouncil.org) or the Department of Neighborhood Empowerment at (213) 978-1551 [EmpowerLa@LACity.org](mailto:EmpowerLa@LACity.org)

- SERVICIOS DE TRADUCCIÓN - Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Dena Weiss de la Mesa Directiva, at [d.weiss@whcouncil.org](mailto:d.weiss@whcouncil.org) o por correo electrónico avisar al Concejo Vecinal.

• **PUBLIC ACCESS OF RECORDS** – In compliance with Government Code section 54957.5, the Committee provides non-exempt writings distributed to most of the Committee Members before a meeting on the WHWCNC website: [www.whcouncil.org](http://www.whcouncil.org) or via the scheduled meeting video presentation. In addition, if you would like a copy of any record related to an item on the agenda, please get in touch with Dena Weiss by email to [d.weiss@whcouncil.org](mailto:d.weiss@whcouncil.org)

• **PUBLIC POSTING OF AGENDAS** –

A copy of this agenda is also physically posted outside of the West Valley Warner Center Chamber window located at 6100 Topanga Canyon Blvd, Ste 2330, Woodland Hills, CA 91367. The Chamber offices are at the Promenade Mall outside the mall's east entrance and south of Ruth Chris Restaurant. Access the offices from Owensmouth Street. Parking is free.

Agendas are also posted for public review: At [www.whcouncil.org](http://www.whcouncil.org), go to the Calendar page and click on the date.

You can also receive Committee agendas via email by subscribing to LA City's Early Notification System at <https://www.lacity.org/subscriptions>

• **RECONSIDERATION AND GRIEVANCE PROCESS** - For information on the WHWCNC process for board action



reconsideration, stakeholder grievance policy, or other procedural matters related to this Council, please consult the WHWCNC Bylaws. The Bylaws are available at our website at [www.whcouncil.org](http://www.whcouncil.org)