

**Neighborhood Council
Governing Board Officers:**
President Dena Weiss
Vice President Tracey Rosen
Secretary, Karen DiBiase
Treasurer Heath Kline
Parliamentarian Don Patterson

Committee Chair: Tracey Rosen
Committee Members: Harout
Aristakessian, Masha Dowell, Joyce
Fletcher, Kate Kennedy, Steve
Sommers

CITY OF LOS ANGELES
CALIFORNIA
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WOODLAND HILLS WARNER CENTER NEIGHBORHOOD COUNCIL

Outreach Committee Meeting MINUTES

Community Room, Capital One Cafe at Westfield Topanga
6600 Topanga Canyon Boulevard, 1038, Los Angeles, CA 91303
September 23, 2024, 6:30pm

If there is a change in location, this will be posted on the website.

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Karen DiBiase, Secretaria, al **818-639-9444** o por correo electrónico www.whcouncil.org para avisar al Concejo Vecinal.

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.

Items for Discussion and Possible Action:

All comments are limited to 2 minutes per speaker, unless adjusted by the presiding chair of the committee.

1. Call to Order. 6:37

2. Roll call of members: Chair - Tracey Rosen; Committee members: Harout Aristakessian, Masha Dowell, Joyce Fletcher, Kate Kennedy Steve Sommers

- a. All present
- b. 0 Absent

3. Public Announcements by city officials and representatives: (2) minutes per speaker.
a. No comments

4. Stakeholder Public Comment Period (on items NOT on the agenda): (1) minute per speaker.
a. No comments

5. Approval of Committee Minutes: August 12, 2024

Harout Aristakessian seconded

YES: Tracey Rosen, Harout Aristakessian, Masha Dowell, Joyce Fletcher, Steve Sommers

NO: 0

ABSTAIN: Kate Kennedy

Items for discussion and possible action:

Stakeholder Public Comment will be taken on each agenda item: (2) minutes per speaker.

Item #1:

Discussion on community events that the WHWCNC should consider tabling at for the 2024- 2025 fiscal year

Tracey Rosen made a Motion to request a budget of up to \$100 to table at the Woodland Hills Farmers Market which will allow us to table three times.

Masha Dowell seconded

YES: Tracey Rosen; Committee members: Harout Aristakessian, Masha Dowell, Joyce Fletcher, Kate Kennedy Steve Sommers

NO: 0

ABSTAIN: 0

Tracey Rosen made a motion to request up to \$200 to purchase a new light weight 10x10 pop-up tent to use at NC tabling events

Kate Kennedy seconded

YES: Tracey Rosen; Committee members: Harout Aristakessian, Masha Dowell, Joyce Fletcher, Kate Kennedy Steve Sommers

NO: 0

ABSTAIN: 0

Item #2:

Continue discussion about strategy and implementation of the WHWCNC YouTube Channel (including frequency and video production and posting)

Item #3:

Discussion and possible action about design and quote from A3 Visual for new street banners

Tracey Rosen made a motion to request budget of up to \$5,500 to create and install 10 new double pole banners street with A3 Visual or similar company

Harout Aristakessian seconded

YES: Tracey Rosen; Committee members: Harout Aristakessian, Masha Dowell, Joyce Fletcher, Kate Kennedy Steve Sommers

NO: 0

ABSTAIN: 0

Item #4:

Discuss and assign responsibilities for the Fall 2024 newsletter (distribution goal is mid-November)

Holiday Issue

Steve article about Candy Cane Lane

Harout will ask the committees to share their updates

Kate – Volunteering around the holidays

Masha – Holiday Movies and location filming

Item #5:

Discussion on future action items.

ADJOURNMENT: 7:58 PM

The next meeting will be October 14, 2024 via ZOOM.

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, or 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 by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.org

- Public Posting of Agendas** - Neighborhood Council agendas are posted for public review as follows: • **[A copy of this agenda is also physically posted on the outside window of the A at the front door of LAFD Firestation 84, located at 21050 Burbank Blvd., Woodland Hills, CA 91367](#)**
- www.whcouncil.org
 - You can also receive our agendas via email by subscribing to L.A. City's [Early Notification System \(ENS\)](#)

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. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.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.WHWCNC.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 Dena Weiss at: d.weiss@whcouncil.org.

Reconsideration and Grievance Process -

For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website.