

Committee Members:
 Sarah Manuel – Chair
 Kira Durbin
 Pamela Harris
 Jeffrey Hartsough
 Lindsay Imber
 Hayden Ranshaw
 Neal Roden
 Harold Shapiro

CALIFORNIA



**Sherman Oaks
 Neighborhood Council
 Outreach Committee
 Regular Meeting
 DRAFT-Minutes**

**Tuesday, January 18th, 2022
 7:00 p.m.**

Virtual Meeting

SHERMAN OAKS
 NEIGHBORHOOD
 COUNCIL

P O Box 5721
 Sherman Oaks, CA
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www.shermanoaksnc.org

OR CONTACT

Department of
 Neighborhood
 Empowerment linked
 through our website
 under "Resources"

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IN CONFORMITY WITH THE SEPTEMBER 16, 2021, ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE SHERMAN OAKS NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

Every person wishing to address the Board must dial (833) 548-0282, and enter **836 2315 4607** and then press # to join the meeting. The meeting can also be joined from the Zoom join meeting screen using Webinar ID: **836 2315 4607**. When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting, the public will be requested to dial *9 or use the Raise Hand option, 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 one minute per speaker, unless adjusted by the presiding officer of the Board.

AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting; only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned. Any messaging or virtual background is in the control of the individual board member in their personal capacity and does not reflect any formal position of the Neighborhood Council or the City of Los Angeles. The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a

voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.

AGENDA

1. **Call to Order and Welcome** Chair, Sarah Manuel, *meeting commenced at 7:07pm by Chair, Sarah Manuel.*
2. **Roll Call and Introductions** Chair, Sarah Manuel, *Roll call was conducted by Chair, Sarah Manuel. Present: Kira Durbin, Pamela Harris, Jeffrey Hartsough, Lindsay Imber, Neal Roden, Harold Shapiro, Sarah Manuel. Absent: Hayden Ranshan. We had a quorum of 7.*
3. **Administrative Motions: ACTION ITEM. ROLL CALL VOTE REQUIRED.**
 - A. Approval of Prior Meeting Minutes
 - i. November 16th, 2021 – DRAFT - Regular Meeting Minutes
ACTION ITEM. ROLL CALL VOTE REQUIRED.
A motion was presented and approved by Kira Durbin and Seconded by Neal Roden in approval for the regular Outreach Meetings Minutes on November 16th, 2021. Roll Call Vote was conducted by Chair, Sarah Manuel. Approvals: Kira Durbin, Pamela Harris, Jeffrey Hartsough, Lindsay Imber, Neal Roden, Harold Shapiro, Sarah Manuel. Disapprovals: 0. Absent: 1 Hayden Ranshaw. Abstentions: 0. The motion passed with 7 approvals.
4. **Chair's Report: 10 minutes**, Sarah Manuel
 - Review of End Of Year Internal Outreach Committee Survey
 - Announcement*A report was given by Chair, Sarah Manuel. No announcements were made.*
5. **Project Updates & Discussion (20 minutes)** *Please see supporting documentation. 1 - minute Public Comment for each sub-agendized item.*
 - A. Working Group - Kira Durbin, Pamela Harris
 - B. Website & Stakeholder interest form - Harold Shapiro, Lindsay Imber
 - C. Newsletter, The Ziff Flyer & Social Media Platform Metrics - Sarah Manuel, **Assign new project lead to do Newsletter**
 - D. Community Clean Up - Neal Roden
 - E. Utility Box Design - Assign project lead
 - F. Holiday Drive Recap- Pamela Harris, Hayden Ranshaw

A discussion was held with each sub-agendized item and public comments were shared on agenda items 5C & 5E. No public comments for the other sub-agendized items. A project lead was considered for the Newsletter but the assignment is still pending.

6. Public Official Comment: 2 minutes each *Comments by public officials*
No Public Officials commented.

7. Public Comment: 2 minutes each *Comments by the public on non-agenda items within the SONC Outreach Committee's jurisdiction.*
No members of the public commented.

8. Spring Tree Giveaway **ACTION ITEM: Vote Required**

A motion to approve up to \$250 for SONC's Annual Spring Tree Giveaway Event at Van Nuys/Sherman Oaks War Memorial Park in partnership with City Plants and LA City Department of Recreation and Parks. The event will be held in the Spring and will follow up-to-date Covid procedures. Funds will be allocated to producing promotional materials and ordering branding materials with SONC's logo.

ACTION ITEM: Vote Required

A motion was presented and approved by Pamela Harris and Seconded by Kira Durbin in approval for SONC's Annual Spring Tree Giveaway Event at the VNSO Park in partnership with City Plants and LA City Department of Recreation and Parks in the Spring. Roll Call Vote was conducted by Chair, Sarah Manuel. Approvals: Kira Durbin, Pamela Harris, Jeffrey Hartsough, Lindsay Imber, Neal Roden, Harold Shapiro, Sarah Manuel. Disapprovals: 0. Absent: 1 Hayden Ranshaw. Abstentions: 0. The motion passed with 7 approvals.

9. Business Cards (Assign project lead to research costs and design options).

A discussion was held, Lindsay Imber was assigned as Project lead and no public comments were shared.

10. Discussion of Social Media and collect quotes for Social Media marketing.

A discussion was held, each committee member was assigned to collect one quote for review and no public comments were shared.

11. New Business – Introduction topics for consideration of the Outreach Committee at future meetings: **(5 minutes)** *Public Comment for each sub-agendized item.*

- A. Other items for consideration for next Agenda(s)
- B. Scavenger Hunt -- Get to know your neighbors and the neighborhood.
- C. Painting in the Park

A discussion was held and no public comments were shared.

12. Announcements on items within the SONC Outreach Committee's jurisdiction
The Valley of Change - 2nd Saturday of the Month

Next Outreach Meeting, February 15th, 2022, 7pm
NHIFP is seeking volunteers, Email Barbara @ bjavitz@gmail.com
LA Works is always looking for Volunteers

13. Adjourn *meeting was adjourned by Chair, Sarah Manuel at 8:56 pm*

The draft minutes have been respectfully submitted by Chair, Sarah Manuel, 1/21/2022 @ 3:40pm

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