

**Outreach Committee**

David Silverman, Chair  
Jeffrey Hartsough  
Ryan Ahari  
El-Bethel Debela  
Lielt Endashaw  
Kira Durbin  
Lance Khazei  
Martin Hernandez



Sherman Oaks  
Neighborhood Council  
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Website:  
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**Sherman Oaks  
Neighborhood Council**

**Outreach Committee Meeting DRAFT Minutes:**  
December 16th, 2025, 6:30PM

**In-Person Meeting**

Sherman Oaks Martin Pollard Branch Library  
14245 Moorpark St, Sherman Oaks, CA 91423

Public Comments: Comments from the public on agenda items will be heard only when the respective item is being considered, and prior to voting. Comments from the public on other matters not appearing on the agenda that are within the Committee's jurisdiction will be heard during the Public Comment on Non-Agenda Items period. Please note that under the Brown Act, the Committee is prevented from acting on a matter that you bring to its attention during this General Public Comment period; however, the issue raised by a member of the public may become the subject of a future meeting. Public comment is limited to one minute per speaker, unless adjusted by the presiding officer of the Committee.

*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 Note:** All items containing motions, at the time of agenda posting, are listed in **blue, bold text**.

**DRAFT Minutes**

**1. Welcome, Call to Order, and Roll Call**

- a. Jeffery Hartsough called meeting into order at 6:42
- b. Present: Jeffery Hartsough, Ryan Ahari, El-Bethel Debela, Lielt Endashaw
- c. Absent: David Silverman, Kira Durbin, Lance Khazei, Martin Hernandez
- d. Quorum met, meeting continued.

**2. Administrative Motions**

- a. Discussion determined that the October minutes and all other previous will be approved during next meeting

**3. Chair Report (5 minutes): David Silverman**

- a. In the absence of the Chair, Jeffery Hartsough presented committee updates.
  - 1) SONC Tree Adoption event is scheduled for March 21st, following the equinox, and will be held jointly with the VNSO's Spring Festival.
  - 2) Board retreat dates remain to be determined.

**4. Public Official Comment (2 minutes each): Comments by public officials**

- a. No comments made by public officials.

5. **General Public Comment by Community Stakeholders** (2 minutes each): *comments by the public on non-agenda items within the Outreach Committee's jurisdiction*
  - a. No comments by the general public.
6. **Discuss required updates for SONC website:**
  - a. Harold Shapiro led discussion on SONC website updates
    - 1) Lindsey Imber will no longer oversee the motions page.
    - 2) Rob (Webcorner) discussed with Harold the availability of a motion template on the website, noting that it is easy to edit and includes a feature to automatically generate tables for motions via forms.
    - 3) The SONC calendar has been fixed, allowing users to add the calendar to their personal devices if they choose.
    - 4) Constant Contact access issues have been resolved; Harold now has access to update links as needed.
    - 5) It was noted that replies sent to sonc.newsletter must be monitored, as residents are using the reply function to communicate with SONC.
  - b. A discussion was held on following up with committee chairs regarding the process for updating their events on the SONC calendar.
  - c. A discussion was held on expanding newsletter content to include polls and to highlight local businesses and nonprofit organizations.
  - d. Marin Hernandez will begin entering information collected through forms into Constant Contact.
  - e. The committee discussed the use of an iPad and QR codes at events to streamline information collection in the future.
7. **Continue discussion/clarification of communication** *between us as a committee (and the board) and CD4 as well as any other gov't office -- in both directions -- particularly concerning events, but also in general. We should also discuss inviting gov't officials to our board meetings and committee meetings on the regular and how to do that.*
  - a. Ryan Ahari compiled a list of key elected and unelected office contacts relevant to SONC. It was noted that some offices may not be responsive.
  - b. The committee discussed the benefits of sharing this contact list with the Board and committee chairs to better facilitate collaboration with these offices.
  - c. The committee discussed the importance of maintaining appropriate Board meeting length to encourage attendance and participation. Meetings that run excessively long risk reduced community engagement.
  - d. A discussion was held on providing elected officials with resident questions in advance to allow them to better prepare for appearances at Board meetings.
  - e. PTA meetings were identified as potential venues for outreach.
  - f. The committee discussed the importance and potential implementation of sustainable SONC outreach materials whenever possible.
8. **Update on Social Media**
  - a. Update provided by Lielt Endashaw that time and availability constraints are making social media management challenging. After January, member availability is expected to be clearer, and social media responsibilities should

- be distributed among multiple committee members
9. **SONC Bylaw Discussion**
  10. **Los Angeles City Charter Discussion**
  11. **Additional Topics and New Business Not Agendized**
  12. **Outreach Committee Member Announcements**
  13. **Adjournment**
    - a. Meeting adjourned at 7:53

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