

Committee Members:

Sarah Manuel – Chair
 Kira Durbin
 Jeffrey Hartsough
 Gil Imber
 Neal Roden
 Harold Shapiro

Alternates

Marcus Zimmerman
 Hayden Ranshaw
 Levon Baronian
 Sidonia Lax
 Sue Steinberg

CALIFORNIA



**Sherman Oaks
 Neighborhood Council
 Outreach Committee
 Regular Meeting Agenda**

**Tuesday, July 21st, 2020
 7:00 p.m.**

Virtual Meeting

SHERMAN OAKS
 NEIGHBORHOOD
 COUNCIL

P O Box 5721
 Sherman Oaks, CA
 91413
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www.shermanoaksnc.org

OR CONTACT

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

Zoom Meeting Online or By Telephone

Dial US: +16699006833,,92214833899# to Join the Meeting

Then Enter This Webinar ID: 922 1483 3899 and Press #

Online: Cut and Paste <https://zoom.us/j/92214833899>

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Gil Imber Gil.Imber.SONC@gmail.com o por correo electrónico www.ShermanOaksNC.org para avisar al Concejo Vecinal.

IN CONFORMITY WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20 (MARCH 17, 2020) AND DUE TO CONCERNS OVER COVID-19, THE BOARD OF SHERMAN OAKS NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY TELEPHONICALLY.

Every person wishing to address the Board must dial US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 or 888 475 4499 (Toll Free) or 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free) or 877 853 5257 (Toll Free) and enter "134129" and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS The public is requested dial *9, when prompted by the presiding officer, 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.

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**
2. **Roll Call and Introductions**
3. **Approval of Prior Meeting Minutes**
 - ☐ **June 16th, 2020 – Minutes**
4. **Chair’s Report: 5 minutes**
5. **Public Comment:** Comments by the public on non-agenda items within the SONC Outreach Committee’s jurisdiction
6. **Web Vendor Selection: ACTION ITEM. VOTE REQUIRED.**
 - a. **A motion to approve Webcorner as the Sherman Oaks Neighborhood Council’s website vendor. The Outreach committee has spent one year of surveying design and functionality of 15 other Neighborhood Council websites, collecting and comparing the data to Sherman Oaks Neighborhood Council’s website, leading to a thorough list of guidelines for vendors to accurately quote and address how each guideline will be met. Webcorner has provided a quote and presentation that supports all of Sherman Oaks Neighborhood Council’s website guidelines. Please see supported documents including “Survey of NC Answers” and “Website Requirements”. ACTION ITEM. VOTE REQUIRED.**

7. Discussion: 5-10 minutes per topic

- a. Discussion -- In response to creating a liaison program within each committee, can we consider each committee to assign one member to provide the reports, campaigns and initiate collaboration between Outreach and the other various SONC Committees?
- b. Discussion – Committee Campaigns Google Form
 1. Committee Campaign Google Form
 - a. Addresses Event, Time, duration of campaign. Etc.
- c. Possible 2020 Outreach events and opportunities
 1. Helping out our homeless neighbors
 - a. Care kit distribution
 - i. Items included: 1 Face mask, 1 drawstring bag, other?
 - ii. Who will distribute?
 - iii. When?
 - b. Food Drive
 - i. Location
 - ii. Partnerships? Hope of the Valley & CD4
 2. Succulent Giveaway
 - a. What are the guidelines to be eligible for Giveaway?
 - b. Arrange drivers
 - c. Create Google Form
 - d. Who will make the “Care for me” card?
- d. Discussion – Newsletter
 1. Feedback
 - a. ADA Compliance -- issue resolved with Constant Contact
 - b. What is SONC? See attached information. Draft updated Mission Statement. Present to Executive Committee.
 - c. Font size and template design
 2. Identify Structure
 - a. Message from the President
 - b. Board Meeting Save the Date
 - c. Public Officials
 - d. Community Listings
 - e. Committee Updates
 - f. FAQ -- based off of community inquires upon each distribution
 - g. Other topics -- Historical Facts with Tom Boolay. “Hindsight 20/20 with Hayden”, “Growing up in the Oaks”, other segment title ideas?
 3. Harold will Copy Edit

- e. Discussion regarding stakeholder engagement and stakeholder communication with elected officials and agencies.

8. New Business – Introduction topics for consideration of the Outreach Committee at future meetings: **5 - 10 minutes**

- a. Stakeholder Workshop Web Series
 - 1. How to get involved with the Sherman Oaks Neighborhood Council
 - 2. How can the Sherman Oaks Neighborhood Council help you?
 - 3. Who is it for?
 - 4. How do we promote it?
 - 5. When?
 - 6. Who is involved?
- b. Wellness Web-Event
 - 1. When?
 - 2. Who is involved?
 - 3. Who will make the graphic card?
 - 4. How will we promote?
- c. Drive-in Movies
 - 1. When?
 - 2. Where?
 - 3. Who is involved?
 - 4. Who will make the graphic card?

9. Announcements on items within the SONC Outreach Committee's jurisdiction

- ☑ **Next Meeting, Tues, August 18th, 2020, 7pm**

10. Adjourn

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- Sherman Oaks Martin Pollard Branch Library 14245 Moorpark St, Sherman Oaks, CA 91423
- www.ShermanOaksNC.org
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