

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

CALIFORNIA



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

**Tuesday, February 16th, 2021  
 7:00 p.m.**

**Virtual Meeting**

SHERMAN OAKS  
 NEIGHBORHOOD  
 COUNCIL

P O Box 5721  
 Sherman Oaks, CA  
 91413  
 (818) 503-2399

[www.shermanoaksnc.org](http://www.shermanoaksnc.org)

OR CONTACT

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

**To access this Virtual Meeting on the Zoom Platform:**

**Webinar ID: 836 2315 4607**

**Cut and Paste: <https://us02web.zoom.us/j/83623154607>**

**Telephone: 1-669-900-6833, enter 836 2315 4607 #**

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](http://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** Chair, Sarah Manuel, *Called to order at 7:07pm.*
2. **Roll Call and Introductions** Chair, Sarah Manuel, Committee Member, Gil Imber  
Present: Kira Durbin, Pamela Harris, Jeffrey Hartsough, Sarah Manuel, Hayden Ranshaw, Harold Shapiro, Absent: Gil Imber, Neal Roden, Marcus Zimmerman.  
Quorum of 6.
3. **Administrative Motions: ACTION ITEM. ROLL CALL VOTE REQUIRED.**

A. Approval of Prior Meeting Minutes

- i. January 19th, 2021 – Regular Meeting Minutes --

**ACTION ITEM. ROLL CALL VOTE REQUIRED.**

*A motion was present to approved the January 19th Regular Outreach Meeting Minutes by Jeffrey Hartsough and seconded by Harold Shapiro. Motion passes with 5 yays, 1 abstention and 3 absences. Approved by Pamela Harris, Jeffrey Hartsough, Sarah Manuel, Hayden Ranshaw, Harold Shapiro. Abstentions: Kira Durbin. Absences: Gil Imber, Neal Roden, Marcus Zimmerman.*

4. **Chair's Report: 3 minutes**, Sarah Manuel

*A report was shared by chair, Sarah Manuel.*

5. **Project Updates & Discussion with SONC President, Jeffrey Hartsough and SONC Finance Chair, Candy Williams (20 minutes)** *Please see supporting documentation. Public Comment for each sub-agendized item.*

- A. Neighbor Assistance Program - Marcus Zimmerman
- B. Working Group - Kira Durbin, Pamela Harris
- C. Webcorner Update - Harold Shapiro
- D. Website - Gil Imber
- E. Newsletter - The Ziff Flyer & Social Media Platform Metrics - Sarah Manuel

*A discussion was held and public comment was offered with each sub-agendized item.*

6. **Public Official Comment: 2 minutes each** *Comments by public officials*

7. **Public Comment: 2 minutes each** *Comments by the public on non-agenda items within the SONC Outreach Committee's jurisdiction.*

8. **SONC Election Discussion with SONC Election Chair, Lisa Petrus, (20-minutes)**

- A. Discussion of purchase of promotion materials and strategy for the call to action for voter registration.

*A discussion was held and deferred to a working group.*

9. **SONC Virtual Movie Series -- ACTION ITEM. ROLL CALL VOTE. (10-minutes)**

- A. A motion to approve SONC Virtual Movie Series up to the amount of \$3000. The Virtual Movie Series will be held from March 2021 - December 2021 featuring but not limited to a [Hollywood Documentary](#) of [Marsha Hunt](#) and Public-domain [family-friendly cartoons with the musical accompaniment by professional](#)

[musician, Gil Imber](#). Funding will be applied to the purchase of the Hauptwerk program paid to Gil Imber as well as professional fees for Marsha Hunt. Please see supporting documentation. **ACTION ITEM. ROLL CALL VOTE.**

*This motion has been deferred to next Outreach Meeting.*

**10. Discussion Youth Representative Service Project- Hayden Ranshawn (10-minutes)**

- A. Youth Rep to announce a service project and identify how Outreach can support the process.

*This item was deferred to next meeting.*

**11. Discussion on Outreach Roadmap 2021 (5-minutes)** *Please see supporting documentation.*

*This item was deferred to next meeting.*

**12. Discussion on Project Proposal with CD4 (10-minutes)**

*This item was deferred to next meeting.*

**13. Discussion on designing a [Utility Box](#) for the Sherman Oaks Neighborhood Council with Sherman Oaks Chamber of Commerce.**

*Please see supporting documentation.*

*This item was deferred to next meeting.*

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

- A. Create Branding Kits for Committees  
B. Other items for consideration for next Agenda(s)

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

- ☐ **SONC Candidate Election Registration closes Feb 23rd, 5pm**
- ☐ **SONC Speaker Series Webinar, Sat, Feb 27th, 2pm**
- ☐ **The Valley of Change - 2nd Saturday of the Month, Next one is March 13th - Helping Friends in Need**
- ☐ **Next Outreach Meeting, March 16th, 2021, 7pm**
- ☐ **NHIFP is seeking volunteers, Email Barbara @ [bjavitz@gmail.com](mailto:bjavitz@gmail.com)**

**16. Adjourn** *at 9:16pm by Chair, Sarah Manuel*

Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assisted 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](mailto:NCsupport@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.ShermanOaksNC.org](http://www.ShermanOaksNC.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 email at: [Gil.Imber.SONC@gmail.com](mailto:Gil.Imber.SONC@gmail.com).

**PUBLIC POSTING OF AGENDAS** – Neighborhood Council agendas are posted for public review as follows:

- Sherman Oaks Martin Pollard Branch Library 14245 Moorpark St, Sherman Oaks, CA 91423
- [www.ShermanOaksNC.org](http://www.ShermanOaksNC.org)
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

**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 [www.ShermanOaksNC.org](http://www.ShermanOaksNC.org)