

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

CALIFORNIA



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

**Tuesday, July 20th, 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**

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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.

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*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 was commenced by Chair, Sarah Manuel at 7:02pm*
2. **Roll Call and Introductions** Chair, Sarah Manuel, Committee Member, Gil Imber  
*Roll call was conducted by Chair, Sarah Manuel. Present: Pamela Harris, Gil Imber, Hayden Renshaw, Neal Roden, Harold Shapiro, Sarah Manuel. Absent: Kira Durbin, Marcus Zimmerman, Jeffrey Hartsough. We had a quorum of 6.*
3. **Administrative Motions: ACTION ITEM. ROLL CALL VOTE REQUIRED.**
  - A. Approval of Prior Meeting Minutes
    - i. June 15th, 2021 – Regular Meeting Minutes --  
**ACTION ITEM. ROLL CALL VOTE REQUIRED.**

*A motion was presented and approved by Neal Roden and Seconded by Pamela Harris in approval for the regular Outreach Meetings Minutes on June 15th, 2021. Roll Call Vote was conducted by Chair, Sarah Manuel. Approvals: Gil Imber, Pamela Harris, Hayden Renshaw, Harold Shapiro, Sarah Manuel. Disapprovals: 0. Absences: Jeffrey Hartsough, Marcus Zimmerman. Abstentions: 0. The motion passes with 6 approvals.*

4. **Chair's Report: 3 minutes**, Sarah Manuel  
*A report was given by Chair, Sarah Manuel.*
5. **Project Updates & Discussion (20 minutes)** *Please see supporting documentation. 1 - minute Public Comment for each sub-agendized item.*
  - A. Neighbor Assistance Program - *assign new project lead*
  - B. Working Group - Kira Durbin, Pamela Harris
  - C. Website - Harold Shapiro, Gil Imber
  - D. Newsletter - The Ziff Flyer & Social Media Platform Metrics - Sarah Manuel

*A discussion was held and no public comments were shared with each sub-agendized item.*
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 gave public comment.*
8. **Virtual Movie Series Discussion and Schedule (10 minutes)**  
*A discussion was held regarding this topic.*
9. **Discussion of presenting an amendment to SONC's Bylaws RE: submitting supporting documentation within the agenda.**

*This item was deferred to the next meeting and will be prioritized to the top.*

**10. Branding Kit Discussion and Development of Mailing Lists - Assign a project lead, Sarah Manuel**

*A discussion was held regarding this topic.*

**11. Street Clean Up Discussion**

*This item was deferred to the next meeting and will be prioritized to the top.*

**12. 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. Back to School Drive in the Fall
- C. Holiday Drive in December
- D. Painting in the Park
- E. Activities and Events

*A discussion was held regarding these topics.*

**13. Announcements** on items within the SONC Outreach Committee's jurisdiction  
**The Valley of Change - 2nd Saturday of the Month, Next one was July 10th- Helping Friends in Need**  
**Next Outreach Meeting, September 21st, 2021, 7pm**  
**Outreach will be going dark in August -- no meeting in August**  
**NHIFP is seeking volunteers, Email Barbara @ bjavitz@gmail.com**  
**LA Works is always looking for Volunteers**

*Announcements were made.*

**14. Adjourn**, meeting was adjourned by Chair, Sarah Manuel at 8:44pm

*The minutes have been submitted by Chair, Sarah Manuel, 8/9/2021 @ 12:43pm*

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