

Winnetka Neighborhood Council



Winnetka Convention Center
20122 Vanowen St. Winnetka, CA 91306 (Located in
the Winnetka Bowl, ground floor of hotel)
OUTREACH & SOCIAL MEDIA COMMITTEE
SPECIAL MEETING AGENDA
Wednesday, October 25, 2023, 7:00pm
Teleconference Meeting via Zoom



board@winnetknc.com | www.winnetkaNC.com | winnetkaNC

Committee Chair	Committee Member	Committee Member	Committee Member	Committee Member	Committee Member	Committee Member
Roy Hadavi	Samantha Ludwig	Mihran Kalaydjian	Shania Accius	Celia Vasquez	Vacant	Vacant

The public is encouraged to join the meeting by:

1. Joining Zoom Meeting <https://us02web.zoom.us/j/83873171463?pwd=UEXteHdlV3lXMHNiSXVuVi9iTF1BZz09>
Meeting ID: 838 7317 1463 Passcode: WNCOSM

One tap mobile

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US Toll-free 877 853 5257, 888 475 4499, 833 548 0276 US Toll-free Meeting ID: 838 7317 1463 Passcode: 246150

Find your local number: <https://us02web.zoom.us/j/83873171463?pwd=UEXteHdlV3lXMHNiSXVuVi9iTF1BZz09>

The Winnetka Neighborhood Council Outreach and Social Media Committee holds its regular meetings on the first Tuesday of every month and may also call any additional required special meetings in accordance with its Bylaws and the Brown Act.

VIRTUAL MEETING TELECONFERENCING NUMBER FOR PUBLIC PARTICIPATION

In conformity with the Governor's Executive Order N-29-20 (MARCH 17, 2020) and due to concerns over COVID-19, this Winnetka Neighborhood Council meeting will be conducted entirely telephonically. Every person wishing to address the Neighborhood Council must join meeting by one of the two methods listed above.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS

Instructions on how to sign up for public comment will be given to listeners at the start of the meeting, or per the following: [1] emailing mkalaydjian@winnetknc.com, [2] by clicking the 'raise hand' button via Zoom during the period allotted for public comment, or [3] by dialing *9 (if joining the meeting via telephone) to 'raise hand' during the period allotted for public comment when prompted by the presiding officer, to address the Committee on any agenda item before the Committee takes an action on an item. Comments from the public on agenda items will be heard when the respective item is being considered.

GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS

Comments from the public on other matters not appearing on the agenda that are within the Committee's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Committee 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 Committee meeting. Public comment is limited to 3 minutes per speaker, unless adjusted by the presiding chair of the Committee.

PUBLIC POSTING OF AGENDAS

The agenda for a regular or special meeting is posted for public review within Winnetka, 91306, at the following location: Winnetka Recreation Center, 8401 Winnetka Ave., CA 91306 and are available on our website at www.winnetkanc.com. You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at the website: <https://www.lacity.org/subscriptions>

1. CONVENE MEETING: Roll Call, Introductions, Meeting Rules and Announcements - 2 minutes

- Meeting was convened at 7:12 p.m. Shani present on Zoom (considered absent). Celia absent.

2. COMMITTEE CHAIR UPDATE - 2 minutes

- Roy provided an update on current events in the city and requested that Mihran also provide an update. It was also agreed that Outreach Committee Meetings would be the 1st Tuesday of every month starting in December.

3. PUBLIC COMMENT: Comments from the public on any items not specifically listed on this agenda.

- Mikhail Maniyan asked about developing an annual calendar for WNC Outreach. Erick Lace asked about developing a display map of WNC territory with police divisions and SLO precincts.

4. Discussion and possible action to finalize and purchase our Giveaway items.

- Stress balls, Pens & Pencils, Jar Openers, Flashlights, Notepads / Pads, Chip Clips, Baseball Hats
- After Committee discussion it was unanimously determined that the Committee would recommend to the Board to move forward with ordering pens, pencils, flashlight, magnetic flashlights, stress balls, chip clips, post-it pad folder, notepads, jar opener and sunglasses. Roy will provide samples and costs for all items to the Board.

5. Update on the status of the utility box art project. (Mihran)

- Mihran confirmed that 5 boxes are approved and the first box will be painted at the end of November. The approval to use the Aerojet Rocketdyne name on the boxes that have their image will be ready by next Outreach Committee meeting.

6. Discussion and Possible action on the 2024 Senior Valentine's Dinner Dance. (Primarily venue) (We can receive funding support from our Councilmember Bob Blumenfield) (Mihran + Roy)

- Mihran explained that in order to move forward with this event, WNC will need to find a location and select a DJ. We will need to contribute for 50% of the cost of food and the remainder will be contributed by our Councilmember. After Committee discussion, it was unanimously agreed to recommend to the Board to approve this event and grant up to \$1,000 for it.

7. Discussion and possible action to assist in providing outreach social media support for the Spring Clean next April 6, 2024.

- After discussion by the Committee, it was unanimously agreed that the Outreach Committee would support the event through social media outreach and the WNC website.

8. Discussion and possible action on approving the 2022-23 Winter newsletter for printing and mailing to Winnetka residential constituents.

- Mihran will work on putting together the updated newsletter with support from Sam. A draft will be ready by next Outreach Committee meeting and will have a theme of "Year in Review".

9. Discussion and possible action on planning upcoming outreach events for stakeholders to meet and get involved in the community, including the Movie in the Park.

- The Committee unanimously agreed that WNC should participate in the events. Mihran will reach out to Warner Center for the application for participation.

10. **GOOD OF THE ORDER AND ADJOURN MEETING** – 2 minutes

- The meeting was adjourned at 8:13 p.m.

THE AMERICANS WITH DISABILITIES ACT

As a covered entity under Title II of the Americans with 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, assistive listening devices and 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 you wish to attend by contacting either:

The Winnetka NC Board Secretary via email at secretary@winnetkanc.com or

The Winnetka NC President via email at mkalaydjian@winnetkanc.com

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.winnetkanc.com or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the Winnetka NC Board Secretary via email at secretary@winnetkanc.com

RECONSIDERATION AND GRIEVANCE PROCESS

The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place immediately following the original action or at the next regular meeting. The Board, on either of these two days, shall: (1) Make a Motion for Reconsideration and, if approved, (2) hear the matter and Take an Action. If the motion to reconsider an action is to be scheduled at the meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) A Motion for Reconsideration on the described matter and (2) a {Proposed} Action should the motion to reconsider be approved. A Board member who has previously voted on the prevailing side of the original action taken can only make a motion for reconsideration. If a motion for reconsideration is not made on the date the action was taken, then a Board member on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Brown Act.

PROCESS FOR FILING A GRIEVANCE

Any grievance by a Stakeholder must be submitted in writing to the Secretary of the Board of Directors. The Secretary shall then within no more than 30 days refer the matter to an ad-hoc grievance panel comprised of 3 Stakeholders who are randomly selected by the Council Secretary from a list of Stakeholders who have previously expressed an interest in serving from time to time on such a grievance panel. The Secretary will coordinate a time and a place, not to exceed 10 days, for the panel to meet with the person(s) submitting a grievance and to discuss ways in which the dispute may be resolved.

Thereafter, a panel member shall promptly prepare a written report to be forwarded by the Secretary to the Board to be heard at the next board meeting outlining the panel's collective recommendations for resolving the grievance. The Board of Directors may receive a copy of the panel's report and recommendations prior to any meeting by the Board, but the matter shall not be discussed among the Board members until the matter is heard at the next regular meeting of the Board pursuant to the Ralph M. Brown Act.

This formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board or a committee at one of its meetings. Those grievances can be aired at the appropriate meeting. This grievance process is intended to address matters involving procedural disputes, e.g., the Board's failure to comply with the Board's Rules or Bylaws, or its failure to comply with the City's Charter, the Plan, local ordinances, state law, and/or federal law.

If a grievance cannot be resolved through this grievance process, the complainant has the right to appeal the matter to the Department of Neighborhood Empowerment for consideration or dispute resolution.