



CITY OF  
LOS ANGELES  
CALIFORNIA



P.O. BOX 4670, WEST HILLS, CA 91308  
WWW.WESTHILLSNC.ORG  
MAIL@WESTHILLSNC.ORG

## WEST HILLS NEIGHBORHOOD COUNCIL

### JOINT BOARD AND COMUNICATION/OUTREACH COMMITTEE

#### DRAFT MEETING MINUTES

Wednesday, January 15, 2025

Telephonic and Online

The Committee shall take official action by a simple majority of yes and no votes cast by the committee members at a duly noticed regular or special Communications and Outreach Committee meeting, not to include abstentions. There shall be no proxy voting.

Attendees: Faye Barta, Glenn Jennings, Saif Mogri, Penelope Newmark-Co Chair, Brad Vanderhoof-Co Chair

Board members also Present: Kim Koerber; Members of the Public present: Michael Rich

Co-Chair Brad Vanderhoof called the meeting to order at 7:36 p.m. A quorum was established.

Numbers refer to Agenda items:

1. November 20, 2024 Minutes were approved as amended.
2. Co-Chair Penny discussed that Brad, during the holiday period and the recent January fires, continued to send informative emails to the community.
3. Public Comments-None
4. Discussion on Promotion for the Valentine's Day Dance. Glenn already distributed three quarters of the flyers he has for the Valentine Dance to businesses. Brad has not heard that the City approved the event yet. There will be another Special Events meeting on January 23<sup>rd</sup> and the last meeting before the event will be on February 4<sup>th</sup>. Discussed timing for information on the event and the reservation form to be up on website. Saif said that reservations can be submitted up to February 10<sup>th</sup> or 12<sup>th</sup>. Glenn mentioned that he heard there was a post about the Valentine's Day Dance on Facebook but Saif was unable to find it. Brad would like to post and send out on social media as soon as he hears the City has given their approval for the event and received a request from the Special Events Committee.
5. Discussion on Communication and Outreach requested by Committee Chairs. Saif said that the Election Committee will meet soon and will need to define what they want to do. Region 3 filing starts at the end of January for people who want to run. Saif said that there are eleven people on the Board who will be running in the next election that takes place on Tuesday, June 3—elections are all by mail, not in-person. Election period starts January 31, ends March 17, candidates last day to withdraw is March 30, applications to be mailed by April 4. The Election Committee will begin meeting now. The Candidates Forum will be held at De Toledo High School in May. Saif will make an announcement about the elections including names of Board members running at the February 6 Board meeting and repeat announcements at subsequent Board meetings. Brad mentioned that it is important that all those running don't miss deadlines to register as candidates.
6. Social Media Report. Brad does not have a report but has continually been sending out information during the holidays on new message items and the recent fires.
7. Discussion on Outreach Planning for 2025. Discussed having WHNC brochures, etc. at all Board meetings for the public. Saif said that he has enough pens, and Glenn mentioned that there were plenty of bags in inventory. Kim showed a magnet with a clip for papers. Saif and Penny will get quotes on this item: Qty: 500; Item color clear, blue or white with one color for contrasting print (yellow, blue, white); Artwork: WHNC logo and website address.
8. Suggestions of Agenda Items for next meeting. None.

Co-Chair Penny Newmark adjourned the meeting at 8:11pm

The next meeting of this committee is scheduled Wednesday, February 19, 2025, 7:30pm, and will be conducted virtually.