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Meeting Minutes

West Hills Neighborhood Council

Communications Committee

Tuesday February 27 2013 7:30 p.m.

LAPD 911 Dispatch Center, 3rd floor

West Hills CA 91307

The meeting convened at 7:30 at the LAPD 911 Dispatch Center in West Hills.

Present were Sol Bash, Daniel Brin, Bob Brostoff, Margery Brown, Elliot S! Maggin (chair), Jacquie Young and Ed Young.

The group reviewed the agenda and the chair suggested that the two items of greatest moment were (1) the progress of the interactive aspects of the website and (2) the growth of the WHNC Contacts list especially with regard to the upcoming Eggstravaganza Safety & Health Fair. A third item that generated significant discussion was (3) the disposition of the monthly West Hills Update.

By the numbers:

1. Elliot sent out a general message to Board members asking for volunteers to bring iPads and other tablet devices to help gather names and email addresses for the contacts database from attendees at the upcoming Eggstravaganza. In response, Wally Perfect volunteered his services and hardware. Elliot has an iPad with a busted screen that he will bring. Sol suggested that with the proper online software information can be gathered by any Smart Phone. Elliot said that he can provide a mobile hot spot through his phone, which may be used at the event by Board members within an unspecified radius of wherever he is at any given moment.
ACTION: Elliot said he would write software to detect the nature of the uploading device, and provide separate screens and systems for tablets and phones. This is to be composed and beta-tested in time for the next committee meeting, in advance of the event.
2. Elliot showed off some of the interactive aspects of our online presence. Standardized face pages for each of the Board members are completed and running on the live system. Elliot demonstrated how members may gain access and edit their own displays, and urged that we spread this information to the Board at large. Each committee – both permanent and ad hoc – has a new web page in progress although these are

not yet linked to the WHNC website, which currently links only to the old web pages. Elliot also demonstrated the access committee chairs have to each of these pages.

ACTION: Committee pages should be completed and live by the time of the next monthly WHNC meeting, and Elliot will let Board members know at that time how to edit and keep updated their pages.

3. Dan had, until the time he was elected President of the WHNC, edited and written the monthly Update. He suggested that we try to find, among the local high schools, a faculty member interested in journalism who might integrate the maintenance of the monthly community update into his or her curriculum or extracurricular program.
ACTION: Jacquie and Ed Young volunteered, in their capacity as co-chairs of the Youth & Education Committee, to look into this idea and report back to the committee as soon as practicable.

The meeting adjourned at 8:30 pm. The next Communications Committee meeting is scheduled to take place on March 9 2013 at West Hills Hospital.

Submitted March 3 2013, 5:00 pm



Elliot S! Maggin, Chair

