



CITY OF
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WEST HILLS NEIGHBORHOOD COUNCIL

SPECIAL JOINT BOARD AND COMMUNICATION/OUTREACH DRAFT COMMITTEE MEETING MINUTES

July 15, 2026
Chaminade High School

Attendees: Glenn Jennings, Penny Newmark, Chris Pike, and Brad Vanderhoof

Other Board Members in Attendance: Melissa Fndling, Kim Koerber

Co-Chair Penny Newmark called the meeting to order at 7:04 PM. A quorum was established.

Numbers refer to agenda items:

1. Approval of the May 20, 2026 Meeting Minutes: Approved.
2. Comments from the Chairs: None
3. Public Comment: None
4. Communication and outreach efforts requested by committee chairs: Penny commented on this past Saturday's Beautification Committee clean up with UCLA West Valley Medical Center. Aimee Bennett, Director of Public Affairs, UCLA Health, sent info with photo to the Warner Center News. Photos and info are posted on our website and sent to Councilmember Lee's office for his newsletter. Chris also posted the clean up on Instagram.
5. Discussion and possible action on approving Luke Noffke to post on social media: Luke was unable to attend the meeting therefore this item is tabled until the next committee meeting, August 19, 2026.
6. Social media report: Chris said that we have 475 followers on Instagram, close to doubling the 244 followers when we started posting in 2025. Other neighborhood councils repost content and Councilmember Lee always "likes" our posts. Brad did not have a media report. However, Brad said that because of the fiscal year change, i-contact payments were delayed along with emailing to subscribers. The City has now released payments to in-contact. Three to four photos for the banner will be selected by Penny and she will send them to Chris for sizing, then Brad will update the banner.
7. Suggestions of agenda items for the next meeting: a) Discussions to approve Luke posting on social media and using other visibility resources; b) Faye Barta's continuation to serve as a committee member; c) Zoom webinar link on our agenda requires a passcode and the public is unable to attend virtually. There are problems with call in phone numbers on committee agendas; d) Chris will prepare information on the advantages of gmail

Meeting adjourned at 7:34 PM.

The next meeting of this committee is scheduled for August 19, 2026 and will be conducted virtually.