



CITY OF
LOS ANGELES
CALIFORNIA



P.O. BOX 4670, WEST HILLS, CA 91308
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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND SPECIAL EVENTS COMMITTEE ONLINE AND TELEPHONIC MEETING AGENDA

Wednesday April 14, 2021 at 6:00 PM

This meeting of the West Hills Neighborhood Council Special Events Committee will be conducted online via Zoom Webinar and telephonically. All are invited to attend and participate.

To attend online via Zoom Webinar click or paste the link into your browser: <https://us02web.zoom.us/j/89837959615>

To call in by phone, dial (669) 900-6833, then punch in this Webinar code when prompted: Meeting ID: 8983 795 9615

This meeting is open to the public. Comments on matters not on the agenda will be heard during the Public Comment period. Those who wish to speak on an agenda item will be heard when the item is considered.

1. Call To Order & Establish a Quorum
2. Comments from the Co-Chairs
3. Approve Minutes from March 7, 2021 and March 17, 2021
4. Discussion and possible action on the Bingo Bash Event
5. General Public Comments
6. Adjourn Meeting

Public input at Neighborhood Council meetings: When prompted by the presiding officer, members of the public may address the committee on any agenda item before the committee takes an action on the item by punching in *9 (if calling in by phone) or by clicking on the "raise hand" button (if participating online through Zoom) and waiting to be recognized. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on 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 Ralph M. 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 2 minutes per speaker, unless adjusted by the presiding officer of said committee.

Notice to Paid Representatives: If you are compensated to monitor, attend, or speak at this meeting, city law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 et seq. More information is available at ethics@lacity.org or www.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

Public Posting of Agendas: WHNC agendas are posted for public review at Shadow Ranch Park, 22633 Vanowen St., West Hills, CA 91307 or at our website, www.westhillsnc.org. You can also receive our agendas via email by subscribing to the City of Los Angeles Early Notification System at www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.

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 three business days (72 hours) prior to the meeting you wish to attend by contacting via email NCsupport@lacity.org or calling (213) 978-1551. If you are hearing impaired please call 711.

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 the meeting where such writing was considered or by contacting the WHNC's executive director via email at Michelle.Ritchie@westhillsnc.org. Requests can be made for a copy of a record related to an item on the agenda.

Reconsideration and Grievance Process: For information on the WHNC's process for board action reconsideration, stakeholder grievance policy or any other procedural matters related to this Council, please consult the WHNC Bylaws. The Bylaws are available at our website, www.WestHillsNC.org.



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT “SPECIAL” SPECIAL EVENTS COMMITTEE/BOARD MEETING MINUTES Tuesday, March 9 2021 @ 7:30 P.M.

This meeting of the Special Events Committee was conducted online via Zoom webinar and Telephonically.

DRAFT

Committee Co-Chair Steve Randall called the meeting to order at 7:05 P.M. A quorum was established.

Committee members in attendance were: Steve Randall (Co-Chair), Myrl Schreibman (Co-Chair), Char Rothstein, Saif Mogri, Esperanza Butler, Faye Barta, Aida Abkarians and Tariq El-Atrache. Others in attendance were Emily Rose Kamara.

January 12, 2021 minutes were approved as amended.

Comments from the Chair: Myrl said this committee has been very successful with the work it has done. Past events have earned awards and got a lot of people interested in the Neighborhood Council. Also, that some of the comments at last month’s meeting were not necessary and this committee is not a place for it.

Myrl stated that Tariq is leading the Senior Bingo Event work group, and thanked him for his leadership in organizing the event. Myrl mentioned that Esperanza has some very creative and new ideas. Myrl also stated that he feels better now and is ready to help in any capacity that Tariq would need him. Tariq wanted to know if the Master of the Ceremonies, MC is available? Myrl replied she is as of this time. Aida reminded the committee that the budget has to be approved tonight at the committee level so we can present it for approval at the next budget meeting that is on March 23, 2021. Myrl asked Char to help Tariq with the budget and get in touch with Carolyn for any questions they might have. The committee approved the budget. Esperanza asked about advertisement and said she has a perfect way of advertising all the participating businesses. She can create a flyer and a Landing Page. She also said she will check to see if the Landing Page will accept the Council name change.

Steve stated that Saif had designed a wonderful Halloween Registration Form that worked very well and that if we edit the form we can reuse it for this event. Saif said he can easily edit the form. Tariq mentioned that the first 100 people will be participating in the game. Char will get in touch with Joellen, and that Aida will get in touch with CD12. Esperanza added if we use the advertising page, she can put all email addresses and information of the vendors on it. Char agreed with Esperanza and said that was a great idea. Char also asked what was the minimum number of prizes we needed. Tariq presented the budget and Esperanza asked him to add \$350.00 on it for the use of the Landing Page. The budget was approved by the committee.

Public Comments: ERK (Emily Rose Kamara) mentioned that she does not have to give her full name according to the Brown Act and that she only wanted us to know that we have misspelled the word annual on our form. Steve thanked her for the correction.

Co-Chair Steve Randall adjourned the meeting at 8:00 P.M.

The next scheduled Special Events Committee meeting is Wednesday April 14th at 6:00 P.M.



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT “SPECIAL” SPECIAL EVENTS COMMITTEE/BOARD MEETING MINUTES Tuesday, March 17 2021 @ 7:30 P.M.

This meeting of the Special Events Committee was conducted online via Zoom webinar and Telephonically.

DRAFT

Committee Co-Chair Steve Randall called the meeting to order at 6:33 P.M. A quorum was established.

Committee members in attendance were: Steve Randall (Co-Chair), Myrl Schreibman (Co-Chair), Char Rothstein, Saif Mogri, Esperanza Butler, Faye Barta, Tariq El-Atrache (arrived at 6:38 pm). Aida Abkarians was absent.

Others in attendance were Brad Vanderhoof and Mr. Reeyan Raynes.

There were no minutes to be approved.

Comments from the Chair: There were no comments from the Chair(s).

The first matter on the agenda was Discussion and possible action on the transfer of \$100 from the Special Events budget to the Elections Committee. Myrl explained that the Election Committee needed additional money for signs for the upcoming election on bus benches. Myrl moved to transfer \$100 of Special Events money to Elections; Steve seconded. There was no discussion. The vote was 7 in favor, no opposed, no abstentions and one absent. The motion passed unanimously.

The second matter on the agenda was Approval of the revised Operating Rules. Char suggested the word ZOOM in paragraph #17 should be omitted, since it is anticipated that someday meetings will again be held in person. Char also said it would not be wise to start the Special Events Committee’s meetings at 7:30 PM, since Zoning and Planning meets the same evening (the second Tuesday of each month), an hour earlier than Special Events. In fact, it was acknowledged by all that sometimes Zoning and Planning spills over into the 7:30 start time of Special Events. Discussion was had regarding changing the start time, and then changing the day of the meeting. After checking current future meeting dates, it was agreed that Special Events would be moved to the second Wednesday of each month, from 6 pm to 7 pm. Thereafter, the vote on approving the Operating Rules as amended was taken, 7 in favor, no opposed, no abstentions and one absent. The motion passed unanimously.

The committee approved \$2700 for the Bingo Bash to send to the budget committee.

There were no general public comments.

Co-Chair Steve Randall adjourned the meeting at 6:54 P.M.

The next scheduled Special Events Committee meeting is Wednesday April 14th at 6:00 P.M.