

**North Westwood Neighborhood Council
Outreach and Communication Committee Meeting
December 2, 2019 from 5:00 to 6:00pm
1139 Glendon Ave. (Skylight Gardens)
Los Angeles, CA 90024**

Committee Meeting

This will be the first meeting of the Outreach and Communication Committee and only members of this committee will be allowed to vote. In accordance with the Brown Act, any members of the community and public are free to attend and give their public opinion during the appropriate times.

Public Speakers

Before taking action on each item and during the general public comment period, the Chair will invite any interested in giving public comment to be recognized and come forward. Comments from the public on agenda items will be heard only when that item is being considered and are limited to 2 minute. Comments from the public on other matters, not appearing on the agenda but within the Board's subject matter jurisdiction, will be heard during the General Public Comment period and shall be limited to 2 minutes. Total public comment for each meeting is limited to 5 minutes per speaker. (Time estimates are only approximations as times will vary depending on duration of public comment, board member discussion, and other factors).

Americans with Disabilities Act

As covered 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, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request 3 business days prior to the meeting you wish to attend by contacting the Dept. of Neighborhood Empowerment at NCSupport@lacity.org. Free parking is available to those with disabled person placards just south of Kerckhoff Hall on Portola Plaza.

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 1424 Westwood Blvd, at our website: <https://empowerla.org/nwwnc/> 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

northwestwoodcouncil@gmail.com.

Agenda

1. Call-to-order and roll call (2 minutes)
2. General Public Comment (10 minutes; 2 minutes per speaker)
3. Discuss options for the website, pictures around the village, ideas (15 minutes)
4. Discuss managing the social media, Facebook, Instagram, admin rights, email submissions. Elect members to control. (15 minutes)
5. Discuss outreach committee potential budget line items. LA Times ad, other advertising. Facebook ads, etc. (15 minutes)
6. Determine keeping the minutes for each meeting, what member will do it? (5 minutes)
7. Adjournment