

COMMUNICATIONS COMMITTEE

Balboa & Knollwood, Granada Hills

11850 Balboa Boulevard

B-102

Granada Hills, CA 91344

MINUTES OF OCTOBER 16, 2007 MEETING

Call to order by Skip Leifer, Acting Chairperson at 6:20 PM

1. Present: Aaron DeVandry (Webmaster), Skip Leifer, Leon Marzillier, Kim Thompson (Stakeholder), Joshua Jordan. Absent: Sue DeVandry, and Anne Ziliak
2. There were no items of public comment.
3. (Brought forward in the agenda) Discussion of items of interest and focus for the Committee. Insofar as Bob Olander, Chair of this committee resigned the committee discussed a new chair. The committee unanimously agreed-upon Aaron DeVandry as chair.
4. Methods for increasing Stakeholder participation through communication were discussed. The number one preferred method is word of mouth. Other suggestions included a 1st Class Newsletter (see item 4, below), YouTube video, Phone Blast for meeting reminders and articles to be put in existing newsletters such as North Valley News, Old Granada Hills Residents Group, North Valley Community News, etc. (For the Phone Blast we need to get a list of all potential phone numbers and put I Excel spreadsheet.)
5. The committee discussed protocols for responding to Website inquiries. The committee's unanimous position is: **"When questions come to any GHNNC member they are to refer the question to the GHNNC Chair, Vice-Chair and appropriate committee chair for response."**
6. There was a prolonged discussion of the possibility of a GHNNC Newsletter. The committee agreed that we should publish one at least twice a year starting with this term. The first one will be scheduled to be published early in 2008. The deadline for article and picture inputs is December 1, 2007. Each committee chair and special representative should be asked to submit at least a short article for our first edition. Committee chairs should be prepared to submit something at least every issue.
7. Board member non-agenda items:

Recommendations:

1. On the back of the agenda for each month's GHNNC Board meeting there will be a schedule for each committee meeting. These committee meetings should preferably be the same day, time and location each month; e.g., this Communications Committee meeting will be held at 6:00 PM at Starbucks, 11850 Balboa Boulevard two Tuesday evenings prior to the monthly GHNNC Board meeting.
2. Committee participation: We will circulate a table around the next GHNNC Board meeting with a space for each committee and a place for every board member to sign up for at least one committee membership.
3. Special interest representatives on the GHNNC: We will re-emphasize that they are responsible for informing the stakeholders in their special areas of interest/representation of activities of GHNNC. Example: Faith-Based representative should notify all faith-based organizations of our organization and how it can serve them; similarly, youth, resident associations, small business and education should do likewise.
8. The meeting was adjourned at 8:00 PM