

BOARD MEMBERS
CHAIRPERSON – Kim Thompson
VICE CHAIRPERSON – Scott Manatt

Carl Buettner
Mary Ellen Crosby
Sue De Vandry
Neysa Frechette
Rafael Garcia
Sid Gold
Edward
Headington
Gary Holmen
Bill Hopkins
Wayde Hunter

Josh Jordahl
Ralph Kroy
Agnes Lewis
William Lillenberg
Scott Manatt
Leon Marzillier
Ray Pollok
Steven Steinberg
Jan Subar
Anne Ziliak

CALIFORNIA

**Granada Hills North Neighborhood Council
Outreach Committee
Wednesday, July 13, 2010
4 p.m. @ the GHNNC Office
11139 Woodley Ave., Granada Hills, CA 91344**

**GRANADA HILLS
NORTH
NEIGHBORHOOD
COUNCIL**

11139 Woodley Avenue
Granada Hills, CA 91344
Telephone (818) 831-0578

www.ghnnc.org

Minutes

1. **Call to Order:** Meeting was called to order at 4:06 p.m.

• Roll Call:

- Board Members present: Anne Ziliak and Kim Thompson
- Committee Members: Sharon Manatt, Edward Headington, Sue DeVandry, Jan Subar, Ralph Kroy, Agnes Lewis and Bill Hopkins
- Guests: Vahid Khorsand with the San Fernando Valley Jaycees and Granada Hills resident; and Sean Rivas, GHSNC

2. **Approval of the minutes:** The minutes from June were approved.

3. **Public comment on non agenda items:**

- Vahid Khorsand attended his first Outreach committee meeting and thanked Sue for being so responsive. He is part of the San Fernando Valley Jaycees where he serves as Treasurer. He is working on a food drive benefitting the Valley Interfaith Council from 8/16 to 8/19. Asked for help on outreach/promoting the event— as well as identifying participating organizations/businesses
- The Outreach budget was briefly discussed and needs to be submitted to Ray Pollok by Friday
- Kim needs a list of the Outreach Committee members.

4. **Discuss upcoming events**

- Neighborhood Council Election Feedback Meetings
 - i. Valley – 8/5 @ 6:30 p.m. in the Braude Center
 - ii. http://cityclerk.lacity.org/election/ncdocs/2010_Feedback_%20Regional%20Meeting%20Flyer.pdf

5. **Discuss Coordinated Outreach Plan with both Granada Hills NCs**

- Movie Night on July 24th
 - Costs
 - i. Total costs is \$864.92
 - 1. Half would be \$436.32 and take the purchasing card
 - ii. Fees waived to do the event at the Granada Hills Recreation Center
 - Our logo is on the flyer
 - Event originally planned for July 31st but has been moved for July 24th

- You can vote for the movie on the GHSNC site by 7/19
 - i. Finding Nemo
 - ii. The Sandlot
 - iii. 3 others
- Security – Both Granada Hills SLO and the special SLO for GHRC will have people available should anything happen—an extra patrol.
- Would need GHNNC Board Members there to help out.
 - i. 6 from NC and 6 from SC
 - ii. Volunteer invites
 - 1. Ralph Kroy
 - 2. Kim Thompson
 - 3. Sue DeVandry
- Fun Flicks – movie screen and sound system
- GHSNC is responsible for the movie
- Issue with a vendor – facility gets a portion of the fee
- Perhaps use CD 12 popcorn machine
- Hopkins – Ensure that there is First Aid support
- PA System – checking into
- GHNNC Food Drive – can of food
- Booth – Tables? Talk to Sean
- Motion – Cover half the cost not to exceed \$500 to support joint movie night
 - i. Moved by Agnes Lewis
 - ii. Opposed by Sharon Manatt
 - iii. Seconded by Bill Hopkins

6. Discuss GHNNC Speaker Series

- Kick-Off with 7/26 meeting
- Signs from the parking lot
- Index cards
- guestspeaker@ghnnc.org

7. Updates/Decisions on needed Outreach purchases (WiFi for Office, Camera/ Camcorder for community events, etc.)

- Bill Hopkins reported back on the name badges.
 - \$40 set-up and \$4.95 per badge
 - Bill will look into costs for name plates
- Kim has expressed an interest in getting WiFi in the office. Anne reported her talk with Verizon and how she's trying to find out the cost for just broadband—not phone or other services
 - Contact was supposed to get back to Anne; she guesses it will run about \$60/per month.
 - FYI – TimeWarner is \$69.95/month
 - i. We will call and order from TimeWarner using the purchasing card
- Committee discussed promotional items and related costs. These included name badges, bag clips, pens and banners. Sue DeVandry provided a history of what we've done in the past
 - Business Card costs
 - Shirts
 - Pole Banners
 - Newsletter – Agnes provided some copies of Lake Balboa's newsletter
 - i. Conversation centered on whether the current banners were worth the effort versus doing a one-time or bi-annual newsletter.
 - 1. Agnes is against doing more banners
 - Motion approved to purchase everything on the list except for the banners.

- Sue and Jan talked about Neighborhood watch signs - \$42 for the small and \$62 for the larger one
 - i. It's a few more dollars to put GHNNC name on it and that includes the cost.

8. Future meetings

- Reminder – 2nd Tuesday of the month @ 4 p.m.

9. Discussion of Food, Set-Up and Breakdown for Board Meetings

- Purchasing can be used on a limited basis: Subway; local pizza places; water; Albertson's
 - We can spend up to \$150/month on food for the Board Meeting
 - Sue will purchase the food but we will take turns as to who picks it up.
- Edward needs a key for the office to pick up materials for the meetings and help with breakdown
 - Get key from Kim
 - Set up a set-up and breakdown schedule > Agenda item for the Executive Committee

10. Committee comment on non-agenda items

- Budget for Outreach
 - Need to submit to the Executive Committee
 - i. FYI – Last year - \$34,000
 - ii. Edward and Sue will work on it—with input by Anne Ziliak
 - We need to do an inventory list for the office and Anne Ziliak will produce it.
 - Bill Hopkins needs a microphone cable for the sound system—or a wireless microphone if possible
 - Raffle items need to be purchased/secured and will be used for a raffle held in early October at the emergency preparedness event

11. Adjournment: Committee adjourned at 6:43 p.m.

Edward Headington
Chair, Outreach & Publicity Committee