



LEGALLY REQUIRED OFFICIAL POSTING  
PLEASE DO NOT REMOVE UNTIL AFTER BELOW DATE AND TIME

## **North Hills West Neighborhood Council**

### **Special Joint Board & Committees Meeting Agenda**

#### **Tuesday, February 19, 2019**

Rules & Elections Committee 6:00 pm - 6:15 pm  
Ad Hoc Election Outreach Committee 6:15 pm - 6:45 pm  
Events, Outreach & Marketing Outreach Tuesday 6:45 pm - 8:00 pm  
Special Board Meeting 8:00 pm - 8:30 pm

**“The Onion” Sanctuary (Sepulveda Unitarian Universalist Society)**  
**9550 Haskell Avenue**  
**NORTH HILLS, CA 91343**

**Rules & Elections Committee Members**  
Punam Gohel - Chair, Jay Beeber, Dave Brown

**Ad Hoc Elections Outreach Committee Members**  
Maggie Elliott & Pat Crone Co-Chairs, Punam Gohel, Bonnie & Jim Cockrell

**Events, Outreach & Marketing Committee Members**  
Sam Kwasman - Chair, Carol Hart - Co-Chair, David Hyman,  
Kathy Cryer, Anita Goldbaum

Out of an abundance of caution due to the possible attendance and participation of a majority of North Hills West Neighborhood Council Board Members at this SPECIAL Joint Committees meeting, this meeting is noticed as a Special Joint Meeting of the Committees and the Board, in adherence with the State’s Brown Act. No action will be taken on behalf of the Board at this meeting of the Committees. Only Committee Members are allowed to vote.

Please note the presiding officers of any committee may take items out of order.

**All speaker cards must be submitted to before the meeting begins.**

The public is requested to fill out a “Speaker Card” to address the Committees on any agenda item before the Board takes action. In the interest of time, Public comment is limited to 1 minute per speaker, but Committee Chairs have the discretion to modify the amount of time for any speaker.

Supporting documents available on our website at: [www.nhwnc.net](http://www.nhwnc.net)

**ALL AGENDA ITEMS ARE SUBJECT TO DISCUSSION AND POSSIBLE ACTION BY THE COMMITTEES**

**PUBLIC COMMENTS ON NON-AGENDIZED ITEMS** (Public Comments Limited to 1 Minute Only) The public may provide comments on non-agenda items within either Committee’s subject matter jurisdiction. Please note that under the Brown Act, we are prevented from acting on the issue you bring to our attention until the matter is agendized for discussion at a future public meeting.

1. **Call Initial Committee Meeting to Order - Chair**
2. **Committee Member Roll Call to Establish Quorum**

### **3. Announcements**

4. **General Public Comments** - limited to 1 minute per speaker

**INDIVIDUAL COMMITTEE MEETINGS: THE TIMES FOR AGENDA ITEMS ARE A GUIDELINE.  
THE MEETING DOES NOT HAVE A SCHEDULED ENDING TIME.**

### **Rules & Elections Committee**

**6:00 pm - 6:15 pm**

5. **Previous Meeting Minutes** - Review and possible approval of previous meeting minutes, if available.

6. **Discussion** and possible approval or ratification of editorial corrections to NHWNC Bylaws (DONE)

### **Ad Hoc Election Committee**

**6:15 pm - 6:45 pm**

7. **Previous Meeting Minutes** - Review and possible approval of previous meeting minutes, if available.

### **8. Discussion about Election Outreach and Promotional Materials**

A. Possible approval for recommendations to the Board during a proposed Special Meeting on 2-21-19, or at next Meeting of the General Board.

1. Outreach Efforts in conjunction with our Election Representative

2. Printing of Promotional Bus Bench/Shelter Ads and banners, posters, leaflets, etc...

3. Selection of locations for each of the above

### **Events, Marketing, & Outreach Committee**

**6:45 pm - 8:00 pm**

9. **Previous Meeting Minutes** - Review and possible approval of previous meeting minutes, if available.

10. **Discussion about Newsletter** (Special Edition to Promote May 4<sup>th</sup> Election)

A. Some editing needed in consideration of filing period deadline

B. Editor requests editorial license & permission to make minor corrections for FINAL DRAFT

C. Pricing provided for 4 page newsletter, what quantity, each vendor's tiered pricing.

D. Delivery options (Note: some vendors provide both services, other work with partners)

### **Special Board Meeting 8:00 pm - 8:30 pm**

11. **Receive recommendations from Committees**

12. **Motion to Adjourn**

Note: As this venue closes earlier than others, all of the above items will be discussed as time permits, allowing time for stakeholder comment and questions. Some items may be postponed at the discretion of the Committee Chairs.

North Hills West Neighborhood Council & Committee Agendas are posted for public review at Uncle Joe's Donuts - 8704 Woodley - North Hills CA 91343 and posted on the NHWNC website [www.nhwnc.net](http://www.nhwnc.net)

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** - The public is requested to fill out a "Speaker Card" to address the board on any item on the Agenda PRIOR to the Board taking action on an item. Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments on other matters, not appearing on the Agenda that are within the board's subject matter jurisdiction, will be heard during the Public Comment period.

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 or services, may be provided upon request. If you require language services translation services and to ensure availability of services, please make your requests at least three (3) business days (72 hours) prior to the meeting you wish to attend by contacting Dan Gibson, Board President, via email at [dgibson.nhwnc@gmail.com](mailto:dgibson.nhwnc@gmail.com) or by phone 818-903-2259.

**RECONSIDERATION PROCESS:** Reconsideration of a vote by the Board may be called as a motion by the Board members that voted on the prevailing side of the decision.

**GRIEVANCE PROCESS:** A stakeholder or group of stakeholders may preset a grievance concerning the legality of actions by the Board during public comment. Substantive grievances will be examined by a panel set by the Board and the decisions may be appealed to the Department of Neighborhood Empowerment.

**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 its meetings, may be viewed at the board meeting. Documents may also be reviewed by going to the Board's website [www.nhwnc.net](http://www.nhwnc.net).

In addition, if you would like a copy of any record related to an item on the agenda please contact Board Secretary Dave Brown at [secretary@nhwnc.net](mailto:secretary@nhwnc.net) by phone 818-903-2259 or mail to NHWNC - PO Box 2091 - North Hills - CA - 91393.

**NHWNC BYLAWS** - Please be advised that the bylaws of the North Hills West Neighborhood Council provide a process for reconsideration of actions as well as a grievance procedure. For your convenience, the bylaws are available during every meeting.

In compliance with 'government code section 5497.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting may be obtained from the Department of Neighborhood Empowerment by contacting 213-978-1551 or [NCsupport@lacity.org](mailto:NCsupport@lacity.org).

For More Information About The NHWNC Please Call - 818-903-2259- Or Send Mail To PO Box 2091 - North Hills CA 91393-2091. We look forward to hearing from you!

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR AL CONCEJO VECINAL 3 DÍAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR CONTACTE A DAN GIBSON, PRESIDENTE DE LA MESA, POR EMAIL A [dgibson.nhwnc@gmail.com](mailto:dgibson.nhwnc@gmail.com) O POR TELEFONO 818- 903-2259.

**Please Do Not Remove Before February 20, 2018**