

Communications & Outreach Committee Meeting [DRAFT]

Meeting Minutes – February 1, 2011

1. Call to Order 7:35 PM.

Present: Luisa Nubaravacharyan
Barbara Ferris
Rosemary Demonte

Guests: Rex, Ron, Jessica, Rob, Andrea, Mark and Alex

2. **Public Comments on Non-Agenda Items**

Barbara: Governing Board passed a rule that effective January 1, 2011, all meeting minutes need to be posted before a committee can hold a meeting. We need to be in compliance and follow the rule.

3. Approval of October and December Meeting Minutes

- Luisa motions to approve the October minutes. Rosemary second.
- Public Comment (Ron) Committee members can abstain if they aren't comfortable approving the minutes.
- Barbara and Rosemary abstain. Luisa approves. October minutes are approved.
- Luisa moves to approve the December minutes. Rosemary seconds. Minutes are approved by consensus.

4. Business Committee Chair Presentation: Request for \$150 for the first Open Forum in February. Discussion and Action as Appropriate.

- Luisa: Motion to approve the \$150 for the Business Committee for the purpose of creating flyers and covering other expenses. Rosemary seconds.
- Rob: Presents to the committee the need for \$150 for flyers and other committee expenses.
- Public Comment (Ron): This isn't the right meeting to request funds since the Business Committee does not have a budget. Requests like this need to go to the Budget Committee.
- Public Comment (Jessica): The Board isn't going to meet until later on. There is a timing issue. We can get the funds from the giant copy fund.
- Barbara: Substitute Motion – Outreach Committee sees the value and support the Business Committee in seeking funds for future meetings from the Board. Luisa seconds. Approved by consensus.

5. City Council Candidate Public Forum. Discussion and Action as Appropriate.

- Ron: the Board has approved a Forum which will take place on March 1st, 2011 at Marshall High School. We have the space from 5:30 – 10:30 pm. We need to

do some outreach and send notification to our stakeholders. This Forum should be consistent with other Forums.

- Public Comment (Mark): Will volunteer to create an electronic form for mock up.
 - Ron: Details that need to be discussed
 - (1) We need to reach out to our local restaurants and see if we can have food donated for the Forum.
 - (2) Create a flyer
 - GGPNC Newsletter should go out on 2.11.2011 and 2.28.2011
 - Need to get out a Press Release: Draft of the press release is due on 2.4.2011 and need to be sent out on 2.7.2011. We need to contact the LF Ledger and have an email blast go out on 2.15.2011 and 2.25.2011.
6. Los Feliz Super Mixer. Discussion and Action as Appropriate
- Barbara is working on getting a Citizens Committee together.
7. Other Comments and Announcements
- Appointment Process: We need to get the work out. We need to put together a postcard/newsletter by 2.15.2011 and it should go out by 3.2.2011. We can distribute it at the Forum and the polls.
 - Contact the R& Committee and to be included in their meeting next week. We need to bring forth two items: (a) Approve format of Outreach Document and (2) determine budget amount.
 - Welcome Andrea as a new Committee member.
8. Adjourn at 9:31 pm.