



NOTICE AND AGENDA

OUTREACH COMMITTEE MEETING

Date: Wednesday May 20, 2015 **Time:** 7:00 p.m.

Location: Lakeside Café Restaurant
16817 Ventura Boulevard, Encino, CA 91436

Racquel Marshall Cianci - Chair

MOTION, DISCUSSION AND VOTE MAY BE TAKEN ON ALL AGENDA ITEMS

1. Call to Order, Welcoming Remarks and Introductions.
2. Update on our Social Media Outreach accounts.
3. Designing and Printing of a new ENC **Horizontal** Banner as the one presently used is quite old and tattered....the cost of same not to exceed \$250.00. *(Our last sets of Banners were purchased from Signs of LA).*
4. Look at any upcoming events that our Outreach Committee would like to be involved in whether via financial support or physical presence or both.
5. Start discussions on formulating, developing and printing a Community-wide Mail out. To discuss exactly WHAT information needs to be included, WHO will our target audience be and a date by which this should happen.
6. Now that our Outreach Plan is completed, do we send this document out to our Board for their Information, so that they know we are moving forward and we have a "formal" plan in place?
7. ENC Office Space Update – Desperately need to clean up and update our OWN ENC office space. How do we go about doing it and what exactly is needed?
8. Propose new Name Tags for Board etc – Would like to fashion them after seeing what West Hills NC had at the Valley Alliance Neighborhood Council meeting we attended in October 2014.

9. ONGOING Discussion: How exactly do we increase Community Interest & Involvement in the ENC & (do we need to be more “exciting”.....How?) Do we plan an “Encino Community Outreach Event” etc?
10. Future Agenda Items and other Calendar Events – General discussion regarding possible subjects for future agendas and roles and responsibilities of committee members.
11. Public Comments – *Comments from the public on non-agenda items within the Board’s subject matter jurisdiction. Public comments are limited to two minutes per speaker.*
12. Closing Comments by Committee Chair.
13. Next meeting.
14. Adjournment.

The Encino Neighborhood Council (ENC), is a Certified Neighborhood Council of the City of Los Angeles which ADVISES City, other Governmental Officials, and the Community on issues or concerns that are affecting the community of ENCINO. The ENC is made up of VOLUNTEERS who are elected by the community who live, work or otherwise are involved in the community of ENCINO. The ENC also makes appropriations of City Funds for Community Projects and needs as requested and approved by various committees and the ENC General Board.

PUBLIC INPUT AT ENC OUTREACH COMMITTEE MEETINGS - An opportunity for the public or other Board members not on The ENC Outreach Committee to address the Committee will be provided during “Public Comment section”. The ENC Outreach Committee may or may not take any action or discuss matters addressed in “Public Comments.” Members of the public (or ENC board members or Alternates) who wish to be recognized on any item will have time during public comment section of this Meeting. However, the Outreach Committee may refer such matters to the appropriate Council Committees for further consideration.

* Public comments are limited to TWO (2) minutes per speaker.

To be further noted to all in attendance:

Posting of your personal information to the ENC or any public organization and can be released upon a request to the ENC according to the CA Public Records Act. You are not required to post your personal information unless you choose to do so.

Pursuant to CA State Law, the agenda is posted for public review at: (1) the Encino Chamber of Commerce (viewable all hours), (2) Encino Community Center, (3) Balboa Sports Center, (4) Encino-Tarzana Branch Library, and (5) The Coffee Bean & Tea Leaf store (17301-1 Ventura Blvd). The agenda and report(s) related to an agenda item will be available for review at www.EncinoNC.org as well.

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, on the website, www.encinonc.org, may be viewed at the scheduled meeting. In Addition, if you would like a copy of any record related to an item on the agenda, please contact Encino NC Staff at enc@social.rr.com or info@encinonc.org .

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, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting Amber Meshack, at (213) 978-1551, toll-free at (866) LA HELPS, or e-mail amber.meshack@lacity.org.
