



# Mar Vista Community Council



## MINUTES for REMOTE MEETING

### OUTREACH COMMITTEE WITH THE BOARD OF DIRECTORS

PUBLIC WELCOME

ALL ATTENDEES ARE MEMBERS OF COMMITTEE

Thursday, April 23, 2020, 6:30pm

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Remote Conferencing by Phone: 720-707-2699 | Meeting ID: 816 8648 3786

1. **CALL TO ORDER - 6:32pm**
2. **WELCOME** - This week the storage cabinet was delivered that will ultimately save the taxpayers up to \$480 a month (\$5,760 annually) in storage cost.
3. **INTRODUCTIONS** - Kathryn Wheeler, Outreach Chair; Mary Hruska, MVCC Secretary; Gabriel Hill, At-Large Director; Tyler Laferriere, RES Co-Chair; stakeholders: Vanessa Diaz, Robin Doyno, and Wayne Wheeler.
4. **READING AND APPROVAL OF MINUTES**
  - 4.1. February 20, 2020 - Mr. Laferriere made a motion to approve the minutes, Mr. Wheeler seconded. The minutes passed without objection.
5. **ANNOUNCEMENTS, REPORTS, AND DISCUSSIONS ON RECENT LEGISLATIVE OR MVCC ACTION (15 MINUTES)**
  - 5.1. Discussion and possible action regarding motions that were passed or not passed at the previous Executive & Finance Committee (ExFin) meeting and/or the MVCC Board of Directors' (BoD) meeting with possible actions/motions for implementation of passed motions or to amend, resubmit, and obtain support for and passage of failed motion(s) at the next ExFin and/or BoD meetings. - **No discussion**
  - 5.2. Discussion of the recent *Legislative Action Report* provided by DONE as a recurring feature in the *Weekly Roundup* with possible actions/motions. - **No discussion**
6. **REPORTS OF CHAIRS**

**6.1. OUTREACH CHAIRS (2 MINUTES) - To fully support the new Ad-Hoc COVID-19 Community Response Committee with Outreach. See Agenda Item 7.4.1.**

**6.2. RES CHAIRS (2 MINUTES) - Mr. Laferriere reminded everyone about the rent freeze and eviction moratorium. And, to connect with the City of LA Housing and Community Investment Department (HCID) or anyone at the MVCC if a landlord is violating the order.**

**7. STANDARD ORDER OF BUSINESS (60 MINUTES)**

**7.1. UNFINISHED BUSINESS - FUNDING MOTIONS (require allocation of funds)**

**7.1.1.** Discussion and possible action regarding an expenditure to approve SWAG purchases from [BESTPROMOTIONSINC.COM](http://BESTPROMOTIONSINC.COM). Suggestions include: replenish current SWAG, add Hand Sanitizer, Bookmarks, Magnets. - **Various SWAG items were discussed. A motion for an expenditure up to \$2,000 for "Trash to Go" Bags, pens, lanyards, and hand sanitizers was made by Mr. Wheeler and seconded by Mr. Laferriere. It passed without objection.**

**7.2. UNFINISHED BUSINESS - ADMINISTRATIVE MOTIONS (internal workings)**

**7.2.1.** Discussion and possible action regarding creating an online MVCC Pamphlet that could be printed in the future. - **The template was approved. The copy needs to be updated before Board approval. Since copy is going to be needed to populate the updated website, the pamphlet can be tabled until the new website copy is available.**

**7.2.2.** Discussion and possible action regarding redesign/addition to the website. This includes menus, pages, social media content, etc. All stakeholders are encouraged to attend and participate. Bring ideas, sketches, etc.

February Meeting Outcome:

- Replace sliding pictures with stationary photo (possibly of Board)
- Create dedicated page for photos (if desired)
- Frame photo (i.e., top area) to be inline with margins of website
- "Find Your Zone" on front page; enter address, click and be redirected to the corresponding Zone Page.

There were no changes to the February Meeting Outcome (above). The following were approved outcomes for this meeting:

- “New” look to match the MVCC Business Cards
- Icons with mouseover
- Home Page post limit with link to additional posts (after the last post and/or in the sidebar)
- Make website responsive and fix mobile issues
- Sidebar Changes:
  - Change 1 or 2 sidebars blocks that can be edited by MVCC
  - Remove: “Join Our Mailing List,” “Neighborhood Council Calendar,” and “Area Boundaries and Map”
  - Add: “Know Your Zone” with a feature to enter one’s address and you will be taken to the corresponding Zone Page. This page would include the Zone Director as well as all At-large Directors and other resources/items of interest (e.g., Schools, Neighborhood Association) specific to Zone.
  - Potential Addition: Committee link via pull-down or full listing
  - Potential Additions: PLUM, T&I features, e.g., new development projects, street closures. Must remain current. Dependent on MVCC access versus The Web Corner access.
  - Potential Addition: Current literature: “newsletter,” pamphlet, Weekly Roundup

Backend changes to a page:

- Provide page section for photos and bios of committee chairs on committee pages (similar to BoD bio page)
- Motion and financial pages/information to upload and appear similar to Agendas and Minutes on BoD. This would include all motions, MER, and BAC. Also, might need area for Annual Budget and Inventory List. - discuss with Treasurer
- Archival Pages: one for public viewing, one used to comply with the Public Records Act, but not for public viewing (e.g., Social Media removal)

### **7.3. UNFINISHED BUSINESS - POLICY MOTIONS (brought before committee)**

**7.3.1. [BoD]** Research, report, and provide a recommendation(s) on replacement video/sound equipment and implementation of streaming meetings. During February meeting, direct equipment purchase was tabled to give way to finding easier and less expensive ways of recording (e.g., phone app). Additionally, the insurance company has not provided the replacement funds. Since that meeting, the MVCC has opened a remote conferencing account and is successfully using it. How could this resource be used in lieu of video/sound equipment? - **Due to “everyone” using and (now) familiar with Zoom, it could be used to “live-stream” meetings instead of purchasing expensive equipment. This idea was supported by the committee and the details will be worked out for its use once remote conferencing is halted.**

### **7.4. NEW BUSINESS - FUNDING MOTIONS (require allocation of funds)**

**7.4.1. [Ad-Hoc]** Discussion and possible action regarding an expenditure to approve promotion of MVCC through lawn signs, bus benches, mailings, and other avenues of advertising. - **In an effort to support the new Ad-Hoc committee as well as increase awareness of the MVCC, a motion for an expenditure of up to \$1,500 for advertising was made by Mr. Wheeler, seconded by Mr. Laferriere. Passed without objection.**

**7.5. NEW BUSINESS - ADMINISTRATIVE MOTIONS (internal workings) - None**

**7.6. NEW BUSINESS - POLICY MOTIONS (brought before committee) - None**

**8. FUTURE AGENDA ITEMS (5 MINUTES) - Continue with website, pamphlet, “live-stream” meetings, and support of new Ad-Hoc Committee**

**9. PUBLIC COMMENTS/CONCERNS - None**

**10.ADJOURNMENT - 7:59pm Motion made to adjourn by Mr. Laferriere, seconded by Ms. Hruska. Passed without objection.**

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**OUTREACH MISSION STATEMENT** - To create and disseminate content through traditional, social, and electronic media that educates and informs Mar Vista stakeholders of all aspects of the Mar Vista Community Council; including, but not limited to, increasing awareness of and participation in its functions, duties, and decisions.

**ENVIRONMENTAL FRIENDLY** - In an effort to cut down on waste, it is suggested that attendees bring a copy (whether printed or digital) of the agenda, minutes, and other materials to each meeting. There will be copies; however, the number will be limited to

ensure minimum impact on the environment. The Outreach Committee appreciates your understanding and assistance in helping us be as environmentally responsible as possible. Hope to see you there!

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** - The public is requested to fill out a "Speaker Card" to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 3 minutes per speaker, unless adjusted by the presiding officer of the Board.

**PUBLIC POSTING OF AGENDAS** - MVCC agendas are posted for public review at Mar Vista Recreation Center, 11430 Woodbine Street, Mar Vista, CA 90066.

**SUBSCRIBE** to our agendas via email through L.A. City's Early Notification System at <http://www.lacity.org/subscriptions>.

**THE AMERICAN WITH DISABILITIES ACT** - 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 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 you wish to attend by contacting [chair@marvista.org](mailto:chair@marvista.org).

**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 a meeting may be viewed at our website, <http://www.marvista.org>, or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, contact [secretary@marvista.org](mailto:secretary@marvista.org)

**RECONSIDERATION AND GRIEVANCE PROCESS** - For information on MVCC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the MVCC Bylaws. The Bylaws are available at our Board meetings and our website, <http://www.marvista.org>

**SERVICIOS DETRADUCCION** - Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a [chair@marvista.org](mailto:chair@marvista.org) para avisar al Concejo Vecinal.

**VAYA A MARVISTA.ORG**, que usa Web Content Accessibility 2.0, que instala automáticamente una aplicación que traduce el sitio web.

NEED ASSISTANCE IN JOINING A MEETING?

CONTACT OUTREACH CHAIR:

[KATHRYN.WHEELER@MARVISTA.ORG](mailto:KATHRYN.WHEELER@MARVISTA.ORG)

HOPE YOU CAN JOIN US!