



# Mar Vista Community Council



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## REMOTE MEETING MINUTES

Outreach Committee with the Board of Directors

Thursday, October 29, 2020, 7pm

PUBLIC WELCOME - ALL ATTENDEES ARE MEMBERS OF COMMITTEE

Remote Conferencing by Device: <https://zoom.us/j/98973758618>

Remote Conferencing by Phone: 720-707-2699 | Meeting ID: 989 7375 8618

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1. **CALL TO ORDER - 7:07pm** Kathryn Wheeler, Outreach Chair; Mary Hruska, Zone 3 Director; Holly Tilson, Zone 6 Director; Ashley Zeldin, Community Plan Vice-Chair (left early); Stakeholders: Tommy (with a 1-year old), Wayne Wheeler; Cindy Cleghorn
2. **WELCOME** - Announcements and Public Comments were made during this time. Ms. Zeldin relayed information from a DONE Social Media meeting she attended earlier that mailings could be as low as \$0.19 per piece.
3. **READING AND APPROVAL OF MINUTES**
  - 3.1. SEPTEMBER 24, 2020 - Ms. Hruska made a motion to approve the minutes, it was seconded by Tommy and approved without objection.
4. **REPORT, ANNOUNCEMENTS, DISCUSSIONS ON RECENT LEGISLATIVE OR MVCC ACTION (15 MINUTES)** - *Tabled.*
5. **REPORT**
  - 5.1. **OLD BUSINESS UPDATES** - *Tabled.*
6. **STANDARD ORDER OF BUSINESS (60 MINUTES)**
  - 6.1. **OLD BUSINESS - ADMINISTRATIVE MOTIONS** (internal workings)
    - 6.1.1. Discussion and possible action regarding the new MVCC Bylaws, Zone 7, MVCC Media Policy, and Standing Rules. - *Tabled.*
    - 6.1.2. Discussion and possible action regarding the upcoming 2021 MVCC election. - *Extensive discussion regarding having two newsletters regarding the election. Motions will be made next meeting after the City Clerk has published its final Handbook. Most likely, Community Plan and Renters' will not rely solely on newsletter to reach Stakeholders.*

## **6.2. OLD BUSINESS - FUNDING MOTIONS (require allocation of funds)**

6.2.1. Discussion and possible action regarding Outreach budget/expenditures for 2020-2021 including, but not limited to advertising, Neighborhood Associations, and Promotional Items. - **Tabled until after the election plan/budget is finalized.**

6.2.2. Discussion and possible action regarding SurveyMonkey and other online tools to help MVCC Committees reach Stakeholders. - **Tabled.**

6.2.3. Discussion and possible action regarding designing a new "pamphlet" regarding the MVCC and/or committees. - **Tabled until after the election plan/budget is finalized.**

## **6.3. OLD BUSINESS - POLICY MOTIONS (brought before committee)**

6.3.1. Discussion and possible action regarding New Letterhead and other MVCC Branding including, but not limited to standardized Agendas. - **Tabled until after the election plan/budget is finalized.**

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

6.4.1. Discussion and possible action regarding funding of up to \$2,000 for generic door hangers and labels to be available to all committees for outreach. MOTION: The MVCC approves an expenditure of up to \$2,000 on materials for Generic Outreach Door Hangers; including, but not limited to the designing, printing, and distributing. These door hangers would provide needed outreach to stakeholders increasing the awareness of MVCC functions, duties, decisions, and participation in MVCC committees. - **Tabled until after the election plan/budget is finalized.**

## **6.5. NEW BUSINESS - POLICY MOTIONS (brought before committee)**

6.5.1. Discussion and possible action regarding design of generic door hangers. - **Tabled until after the election plan/budget is finalized.**

**7. FUTURE AGENDA ITEMS (5 MINUTES) - Tabled.**

**8. PUBLIC COMMENTS/CONCERNS - Done during Welcome Agenda Item.**

**9. ANNOUNCEMENTS - Done during Welcome Agenda Item.**

**10. ADJOURNMENT - 8:05pm Ms. Hruska made a motion to adjourn, it was seconded by Ms. Tilson and approved 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 (re: in-person meetings)** - 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!

**VIRTUAL MEETING ACCESS FOR PUBLIC PARTICIPATION** - In conformity with the Governor's Executive Order N-29-20 (MARCH17,2020) and due to concerns over COVID-19, all Mar Vista Community Council meetings will be conducted entirely remotely and is open to the public by phone and/or device. Visit the "[Join Our Remote Meetings](#)" page on [MarVista.org](#) for more information.

**PUBLIC POSTING OF AGENDAS** - MVCC agendas are posted for public review in three (3) places: A) Mar Vista Recreation Center, 11430 Woodbine Street, Mar Vista, CA 90066; B) [Calendar](#) on [MarVista.org](#); C) [L.A. City's Early Notification System](#). It must be posted in location A, 72 hours before the meeting begins.

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

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**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.

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