



# Mar Vista Community Council



## AGENDA

Outreach Committee

[MarVista.org](http://MarVista.org)

Thursday, January 16, 6:30pm

The Coffee Connection, Ramp Room Lounge, 1st Floor  
3838 S. Centinela Avenue | Mar Vista, CA 90066

**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.

*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!*

1. **CALL TO ORDER**
2. **WELCOME/ROLL CALL/INTRODUCTIONS**
3. **READING AND APPROVAL OF MINUTES**
  - 3.1. 2019\_12\_19\_Outreach\_Minutes
  - 3.2. 2019\_12\_21\_Outreach\_Minutes
4. **REPORT, ANNOUNCEMENTS, DISCUSSIONS ON RECENT LEGISLATIVE OR MVCC ACTION (15 MINUTES)**
  - 4.1. New Internet laws.
  - 4.2. The Emergency Preparedness Subcommittee is scheduled to use the Farmers' Market MVCC tent on Sunday, March 22.
  - 4.3. Discussion of the motions that were passed at the previous MVCC Board of Directors' or City Council meeting with possible actions/motions.
  - 4.4. Discussion of the motions that were not passed at the previous MVCC Board of Directors' (BoD) meeting with possible actions/motions to amend, resubmit, and obtain support for and passage of said motion(s) at the next BoD meeting.
5. **REPORTS OF CHAIRS (5 MINUTES)**

## **6. STANDARD ORDER OF BUSINESS (60 MINUTES)**

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

- 6.1.1. Discussion and possible action regarding an expenditure not to exceed \$8000.00 for costs (e.g., designing, printing, distributing) related to a Mar Vista Community Council Newsletter.
- 6.1.2. Discussion and possible action regarding an expenditure for SurveyMonkey or other similar services.
- 6.1.3. Discussion and possible action regarding an expenditure for materials necessary to design and create MVCC pamphlet(s).
- 6.1.4. Discussion and possible action regarding an expenditure to approve SWAG purchases.
- 6.1.5. Discussion and possible action regarding an expenditure for MVCC advertising outside of its own media accounts.

### **6.2. UNFINISHED BUSINESS - ADMINISTRATIVE MOTIONS (internal workings)**

- 6.2.1. Discussion and possible action regarding adding a feature to the *Weekly Roundup* for stakeholder contributions/articles.
- 6.2.2. Discussion and possible action regarding encouraging/engaging Block Captains in Outreach distribution.
- 6.2.3. Discussion and possible action regarding promoting the MVCC via door hangers.
- 6.2.4. Discussion and possible action regarding shared responsibilities for media accounts.

### **6.3. UNFINISHED BUSINESS - POLICY MOTIONS (brought before committee) - None**

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

- 6.4.1. Discussion and possible action regarding an expenditure for materials necessary to begin the process of a website (re)design including, but not limited to poster board, paper, pens, and photo copies.

### **6.5. NEW BUSINESS - ADMINISTRATIVE MOTIONS (internal workings)**

- 6.5.1. 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.

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

**6.6.1.** Discussion and possible action regarding assigning two or more to research and report on video/sound equipment, Apps, Social Media Accounts, manpower, and other items necessary to record MVCC meetings/ events, and distribute to stakeholders. Must include cost of purchase, future costs (e.g., account fees), and any cost required to maintain (e.g., store video, app/software upgrade cost). Also, include “learning curve,” ease of use, man hours needed to setup/break down, equipment longevity, and other pertinent perimeters. Provide potential legal and other ramifications with solutions and next steps. This information will be presented before the Board of Directors.

## **7. FUTURE AGENDA ITEMS (5 MINUTES)**

## **8. PUBLIC COMMENTS/CONCERNS**

## **9. ANNOUNCEMENTS**

## **10.ADJOURNMENT**

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**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>.

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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.