

Committee Members:  
Sarah Manuel – Chair  
Harold Shapiro -  
CIT/Chair in Training

Kira Durbin  
Pamela Harris  
Jeffrey Hartsough  
Lindsay Imber  
Hayden Ranshaw  
Neal Roden

CALIFORNIA



**Sherman Oaks  
Neighborhood Council  
Outreach Committee  
Draft Minutes  
Regular Meeting Agenda**

**Tuesday, March 15th, 2022  
7:00 p.m.**

**Virtual Meeting**

SHERMAN OAKS  
NEIGHBORHOOD  
COUNCIL

P O Box 5721  
Sherman Oaks, CA  
91413  
(818) 503-2399

[www.shermanoaksnc.org](http://www.shermanoaksnc.org)

OR CONTACT

Department of  
Neighborhood  
Empowerment linked  
through our website  
under "Resources"

**To access this Virtual Meeting on the Zoom Platform:**

**Webinar ID: 836 2315 4607**

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IN CONFORMITY WITH THE SEPTEMBER 16, 2021, ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE SHERMAN OAKS NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

Every person wishing to address the Board must dial (833) 548-0282, and enter **836 2315 4607** and then press # to join the meeting. The meeting can also be joined from the Zoom join meeting screen using Webinar ID: **836 2315 4607**. When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting, the public will be requested to dial \*9 or use the Raise Hand option, 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 one minute per speaker, unless adjusted by the presiding officer of the Board.

AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting; only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned. Any messaging or virtual background is in the control of the individual board member in their personal capacity and does not reflect any formal position of the Neighborhood Council or the City of Los Angeles. The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a

voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.

## AGENDA

1. **Call to Order and Welcome** Chair, Sarah Manuel, CIT, Harold Shapiro, *meeting commenced at 7:02pm by Chair, Sarah Manuel.*
2. **Roll Call and Introductions** Chair, Sarah Manuel, *Roll call was conducted by Chair, Sarah Manuel. Present: Kira Durbin, Pamela Harris, Jeffrey Hartsough, Lindsay Imber, Neal Roden, Harold Shapiro, Sarah Manuel. Absent: Hayden Ranshan. We had a quorum of 7.*
3. **Administrative Motions: ACTION ITEM. ROLL CALL VOTE REQUIRED.**
  - A. Approval of Prior Meeting Minutes
    - i. February 15th, 2022 – DRAFT - Regular Meeting Minutes  
**ACTION ITEM. ROLL CALL VOTE REQUIRED.**

*The meeting minutes for February 15th we deferred to the next meeting.*

4. **Chair in Training Report: 3 minutes**, Harold Shapiro
  - A. Welcome

*A report was given by Chair in Training, Harold Shapiro*
5. **Project Updates & Discussion (20 minutes)** *Please see supporting documentation. 1 - minute Public Comment for each sub-agendized item.*
  - A. Homeless Count/CD4 Neighborhood Support Day - Kira Durbin, Pamela Harris
  - B. Website & Stakeholder interest form - Harold Shapiro, Lindsay Imber
  - C. Newsletter, The Ziff Flyer & Social Media Platform Metrics - Sarah Manuel, **Assign new project lead to do Newsletter and Social Media**
  - D. Community Clean Up - Neal Roden
  - E. Utility Box Design - Pamela Harris, Sarah Manuel
  - F. Spring Tree Giveaway - Jeffrey Hartsough, *Volunteer Sign Up*
  - G. Business Card - Lindsay Imber

*A discussion was held with each sub-agendized item and public comments were shared on agenda items and public comments were shared at this time.*

6. **Public Official Comment: 2 minutes each** *Comments by public officials*  
*No Public Officials commented.*

**7. Public Comment: 2 minutes each** *Comments by the public on non-agenda items within the SONC Outreach Committee's jurisdiction.*

*There were two members of the public who commented.*

**8. SONC's Summer Movie Series in the Park ACTION ITEM. ROLL CALL VOTE REQUIRED.**

**A motion to approve up to \$5000 for SONC's Summer Movie Series at the Van Nuys Sherman Oaks War Memorial Park. Funds will go towards film rental/licensing fees, projection services, children's activities including Bubble blowing services, face painting and other family friendly activities. Funding will also be applied to acquiring SONC Branded promotional materials. ACTION ITEM. ROLL CALL VOTE REQUIRED.**

*A motion to amend the motion was presented and approved by Jeffrey Hartsough and Seconded by Pamela Harris in approval for SONC's Summer Movie Series in the Park at the VNSO Park. Roll Call Vote was conducted by Chair, Sarah Manuel. Approvals: Kira Durbin, Pamela Harris, Jeffrey Hartsough, Lindsay Imber, Neal Roden, Harold Shapiro, Sarah Manuel. Disapprovals: 0. Absent: 1 Hayden Ranshaw. Abstentions: 0. The motion passed with 7 approvals.*

*A motion was presented and approved by Jeffrey Hartsough and Seconded by Pamela Harris in approval for SONC's Summer Movie Series in the Park at the VNSO Park. Roll Call Vote was conducted by Chair, Sarah Manuel. Approvals: Kira Durbin, Pamela Harris, Jeffrey Hartsough, Lindsay Imber, Neal Roden, Harold Shapiro, Sarah Manuel. Disapprovals: 0. Absent: 1 Hayden Ranshaw. Abstentions: 0. The motion passed with 7 approvals.*

**9. Discussion of Social Media and collect quotes for Social Media marketing.**

*A discussion was held and no public comments were shared.*

**10. Status Update of Hauptwerk Acquisition- Lindsay Imber/Jeffrey Hartsough**

*An update was given.*

**11. New Business** – Introduction topics for consideration of the Outreach Committee at future meetings: **(5 minutes)** *Public Comment for each sub-agendized item.*

- A. Other items for consideration for next Agenda(s)
- B. Scavenger Hunt -- Get to know your neighbors and the neighborhood.
- C. Painting in the Park

*A discussion was held and no public comments were shared.*

**12. Announcements** on items within the SONC Outreach Committee's jurisdiction

**The Valley of Change - 2nd Saturday of the Month  
Next Outreach Meeting, April 19th, 2022, 7pm**

**NHIFP is seeking volunteers, Email Barbara @ bjavitz@gmail.com  
LA Works is always looking for Volunteers**

### **13. Adjourn**

*A motion to adjourn was approved by Kira Durbin and seconded by Jeffrey Hartsough at 9:30pm.*

*The draft minutes have been respectfully submitted by Chair, Sarah Manuel, 4/2/2022 @ 4:04pm*

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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: [www.ShermanOaksNC.org](http://www.ShermanOaksNC.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please email: [lindsay.imber.sonc@gmail.com](mailto:lindsay.imber.sonc@gmail.com). **PUBLIC POSTING OF AGENDAS** – Neighborhood Council agendas are posted for public review as follows: • Sherman Oaks Public Library, 14245 Moorpark St, Sherman Oaks, CA 91423. • [www.ShermanOaksNC.org](http://www.ShermanOaksNC.org) • You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

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