



**Outreach Committee**

Kylee Peña, Chair  
Jeffrey Hartsough  
Lindsay Imber  
Neal Roden  
Kira Durbin  
David Silverman



**Sherman Oaks  
Neighborhood Council**

Sherman Oaks  
Neighborhood Council  
P.O. Box 5721  
Sherman Oaks, CA 91413

Website:  
[www.ShermanOaksNC.org](http://www.ShermanOaksNC.org)

**Outreach Committee Meeting DRAFT MINUTES**

October 9, 2024 6:30PM

**In Person Meeting**

Sherman Oaks Martin Pollard Branch Public Library  
14245 Moorpark Street. Sherman Oaks, CA 91423

Public Comments: Comments from the public on agenda items will be heard only when the respective item is being considered, and prior to voting. Comments from the public on other matters not appearing on the agenda that are within the Committee's jurisdiction will be heard during the Public Comment on Non-Agenda Items period. Please note that under the Brown Act, the Committee is prevented from acting on a matter that you bring to its attention during this General Public Comment period; however, the issue raised by a member of the public may become the subject of a future meeting. Public comment is limited to one minute per speaker, unless adjusted by the presiding officer of the Committee.

*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 Note:** All items containing motions, at the time of agenda posting, are listed in **blue, bold text**.

**AGENDA**

**1. Welcome, Call to Order, and Roll Call**

- a. Called to order at 6:34pm
- b. Present: Kylee Pena, Jeffrey Hartsough, Neal Roden, David Silverman
- c. Absent: Kira Durbin, Lindsay Imber

**2. Administrative Motions**

- a. Approval of August minutes
- b. Jeffrey Hartsough motioned, David Silverman seconded.
- c. Unanimously accepted.

**3. Chair Report (5 minutes): Kylee Peña**

- a. Follow up from DONE Outreach Roundtable
- b. Follow up on Web Corner
- c. Westfield/Alinea Medical hosting free mammogram screenings 10/20
- d. Transition/division of leadership
- e. Board Meeting is virtual this month (October 14)

**4. Public Official Comment (2 minutes each): Comments by public officials**

**5. General Public Comment by Community Stakeholders (2 minutes each): comments by the**

*public on non-agenda items within the Outreach Committee's jurisdiction*

- 6. Welcome Ryan Ahari to Outreach Committee**
- 7. Replenishing Business Cards**
  - a. *Will reach out to board members on replenishing.*
- 8. Street Fair Updates**
  - a. *Day-of logistics*
    - 1) *Shirts will be available.*
    - 2) *Volunteers - required for all board members.*
    - 3) *Kylee will set up.*
    - 4) *Kylee and Jeffrey will set up from 7:30AM til 11am.*
    - 5) *9:30am-11:30AM: David*
    - 6) *11:30AM-1:30:*
    - 7) *1:30-3:30:*
    - 8) *3:30-5:30:*
  - b. *Giveaways and postcards: ordered*
  - c. *Goals: email sign-ups*
- 9. Civics 101 Forum Updates**
  - a. *Spoke with Youth Reps about this opportunity.*
  - b. *Interested in video format.*
- 10. Fall Movie Updates**
  - a. *Potentially a limit to the number of movies we can have in a year.*
  - b. *Considering holding a mid-winter movie night to coincide with NC elections.*
- 11. Supporting Thanksgiving for Seniors at Sherman Oaks East Valley Adult Center**
  - a. *"We're aiming to provide pumpkin pie for all our homebound clients as a way to spread holiday joy and warmth. We understand this is a busy time of the year, but any support—whether through donations, funding, providing the pie itself, or connections with local grocery stores by November 18-23rd—would be greatly appreciated."*
  - b. *Passed along to Human Services, but a good opportunity for outreach too.*
- 12. Backlog of messages to SONC website**
  - a. *Need someone dedicated to these or an automated message.*
- 13. Additional old and new business**
  - a. *None*
- 14. Outreach meetings remaining in 2024**
  - a. *November 19 (in person)*
  - b. *December: none*
- 15. Outreach Committee Member Announcements**
  - a.
- 16. Adjournment**
  - a. *7:46pm*

# Sherman Oaks Neighborhood Council

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- [www.ShermanOaksNC.org](http://www.ShermanOaksNC.org)
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