

**Neighborhood Council
Outreach Committee**

Katrina M. Kaiser, Chair
Steven Stanton, Vice Chair
Tyler Koke, Member
Tanya Leal, Member
Ana Garcia Lima, Member

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**PALMS NEIGHBORHOOD
COUNCIL**

**Joint Board & Outreach Committee Meeting Agenda
Monday, October 9, 2023 – 7:00 p.m. to 9:00 p.m.**

**Fire Station 43
3690 Motor Ave, Los Angeles, CA 90034**

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Colin Jaehnke, Secretaria, por correo electrónico al Colin.Jaehnke@palmsnc.la para avisar al Concejo Vecinal.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS: 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 two minutes per speaker, unless adjusted by the presiding officer.

JOINT MEETINGS: This meeting is noticed as a special meeting of the Palms Neighborhood Council BOARD and the Outreach COMMITTEE, called by the Outreach Committee Chair, because there may be a majority or a majority of a quorum of the Palms Neighborhood Council Board Members present when these matters are considered. Any action taken will only be an action of the individual Committee present and not an action of the Palms Neighborhood Council as a body.

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.

- I. CALL TO ORDER & ROLL CALL**
 - a. Call to Order
 - b. Roll Call
- II. INTRODUCTIONS**
 - a. Introductions and welcome
- III. GENERAL PUBLIC COMMENT**
 - a. Limited to non-agenda items – subjects related to public outreach issues

IV. OLD BUSINESS

- a. DISCUSSION of general social media upkeep and metrics
- b. DISCUSSION of newsletter and metrics
- c. DISCUSSION of Linktree and items to add
- d. DISCUSSION of video outreach content opportunities
 - i. “You are in Palms” border videos
- e. DISCUSSION and POSSIBLE ACTION on paid social media advertisements
- f. DISCUSSION and POSSIBLE ACTION on postcard campaign for committee membership and general NC outreach

V. NEW BUSINESS

- a. DISCUSSION recapping event on Saturday October 7
- b. DISCUSSION and POSSIBLE ACTION on next event
- c. DISCUSSION of scheduling general social media upkeep
 - i. Posting meeting times and location
 - ii. Posting recaps of meetings and events
- d. DISCUSSION of Annual Report
 - i. [Last report](#)

VI. Adjournment

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, or 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 by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.org.

Public Posting of Agendas –

Neighborhood Council agendas are posted for public review as follows:

- Woodbine Park Kiosk, 3409 S. Vinton Ave
- <https://palmsnc.la/>
- You can also receive our agendas via email by subscribing to L.A. City’s [Early Notification System \(ENS\)](#)

Notice to Paid Representatives –

If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.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: <https://palmsnc.la/> or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Colin Jaehnke, Secretary, at Colin.Jaehnke@NeighborhoodCouncil.org.

Reconsideration and Grievance Process –

For information on the NC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website <https://palmsnc.la/>.