



Greater Wilshire Neighborhood Council Outreach Committee

October 5, 2019

Approved by the committee on November 2, 2019

1. **WELCOMING REMARKS:**

A. Call to order

A duly noticed meeting of the Outreach Committee of the Greater Wilshire Neighborhood Council (“GWNC”) was held on Saturday, October 5, 2019 at Bricks and Scones, 403 N. Larchmont Blvd., Los Angeles, CA 90004. Committee Chair, and GWNC Vice President, Max Kirkham called the meeting to order at 9:45am.

B. Roll Call

Two of the seven Committee Members were present at the Roll Call: Hayden Conner Ashworth, and Max Kirkham. Colette Amin, Tucker Carney, Tammy Rosato, Julia Moser, and Patti Carroll were absent at roll call. The GWNC Outreach Committee quorum (the minimum number of Committee Members needing to be present to take binding votes on agendized items) didn’t meet 51% of the seven filled Committee Seats, or 4 members, so at this time the Committee could only take public comments, could not have any official discussions, and could not make any motions or take any votes.

C. Self-Introduction of Guests

GWNC Admin Shirlee Fuqua; GWNC Board Member Conrad Starr; and KYCC reps Caroline Kwak & Jeremy Joo.

*Committee members Patti Carrol and Colette Amin arrived at 9:54am. Committee quorum at this meeting was 4. Now the committee could take binding votes on agendized items.*

2. **GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS**

There were no general public comments.

3. **ADMINISTRATIVE ITEMS**

A. Review and adoption of minutes from September 7, 2019 meeting

**MOTION** (by Mr. Ashworth, seconded by Mr. Kirkham) that the GWNC Outreach Committee adopt the minutes from September 7, 2019 as presented.

**MOTION PASSED** by hand vote with 4 in favor; zero opposed; zero abstaining.

B. Review of Outstanding Outreach Committee minutes

Committee briefly discussed missing Outreach Committee minutes listed in the agenda. GWNC Admin Shirlee Fuqua said she would look through her records for

copies. Committee may need to reach out to past Outreach Chair for copies and/or may need to reconstruct minutes.

- C. Update on GWNC Board action taken on items included in the Outreach Committee section of the September 11, 2019 and October 2, 2019 GWNC Board meetings.

At a duly noticed meeting on September 11, 2019, the GWNC Board voted to ratify the Committee's September 7, 2019 allocation of advertising funding to the Larchmont Chronicle and Larchmont Buzz. The Board also voted to submit a community impact statement in support of CF 19-0229 (Fair Work Week LA). It was also noted that future Outreach Committee meetings would begin at 9:30 a.m..

The October 2, 2019 GWNC Board Meeting was moved from its original date of October 9, 2019 due to the Yom Kippur holiday. As such, it occurred before this Outreach Committee meeting and there were no updates to report.

- D. Review of Committee Roster and possible action to add new members

No motion made or action taken.

*At this point, the Committee moved up item 9B. Larchmont Family Fair.*

#### **9. UPCOMING GWNC OUTREACH EVENTS**

- B. Larchmont Family Fair – October 27, 2019 (12 – 5:30 p.m.)  
Caroline Kwak and Jeremy Joo from the Koreatown Youth Community Center (KYCC) reviewed Outreach Committee plans for the event and briefed the committee on their preparations with City Plants; which included an application for 40 trees, to include supplemental flyers and paperwork for both City Plants and KYCC, and noting that two staff members would be on-site to help on the day. C. Amin offered to provide flyers for the GWNC event Yoga in the Park.

*At this point, the Committee returned to item 4. Old Business.*

#### **4. OLD BUSINESS**

[The following sub-section first paragraphs are copied from the agenda]

- A. Citizen Recognition Program (CRP)  
The GWNC awards community members for their service, dedication and/or commitment to enhancing and/or improving the Greater Wilshire neighborhood. Committee accepts nominations year-round. Let us know who we can honor at <http://greaterwilshire.org/citizen-recognition-program/>

H. C. Ashworth mentioned that he has reached out to Catherine Landers in Councilmember Ryu's office (CD4) for more information on who designs city commendation certificates and whether the GWNC could employ them in CRP redesign.

- i. Discussion and Possible Action on nomination of GWNC Stakeholder Ginny Kazor

Responsible for preserving Wilton Pl. as a historical street on the National Historic Register... she saved it from becoming a highway... worked for the city for a number of years and is a well-known preservationist... she was essential at fighting the city on the stop lights on Wilton and 2<sup>nd</sup>... she has the respect of the city and our neighbors... lives with a chronic illness and is effective anyway.

**MOTION** (By Ms. Amin, seconded by Mr. Ashworth) to select Ginny Kazor as the next recipient of the GWNC citizen Recognition Award.

**MOTION PASSED** by hand vote with four in favor; zero opposed; and zero abstaining.

C. Amin nominated GWNC Stakeholder Florence Wright for a CRP and asked that the nomination be agendized for the December 7, 2019 Outreach Committee meeting. Ms. Amin noted that Ms. Wright has lived in the neighborhood for approx. 50 years and had converted her home in Hancock Park into an assisted living space for youth. She is also retired from LAUSD.

B. GWNC Advertising Budget and Allocation

The GWNC budget for monthly general advertising is \$895.33. At a duly noticed meeting on September 11, 2019 the GWNC Board voted to allocate \$731.33 of that monthly budget, to be split between the Larchmont Buzz and the Larchmont Chronicle. The Committee will discuss recommending possible allocation of the remaining budget to one or more specific publications that serve the Greater Wilshire Neighborhood Council area.

M. Kirkham began the discussion by proposing a possible allocation for 6 months of general advertising in the La Brea Press... P. Carrol noted that we should be sparing with council funds and advised not appropriating in one large chunk... C. Starr thought the committee should establish a process, through which committees could apply for advertising space... C. Amin suggested a discussion on redesign of existing advertising... special projects possibly having the ability to completely redesign or “takeover” the regular advertising.

No motion was made or action taken.

C. GWNC Outreach Committee Purpose Statement and/or Protocols

Per the GWNC Executive Committee, all GWNC standing committees have been asked to create and/or clarify a statement or document outlining the committee’s purpose, mission, and/or protocols for the conducting of their business.

M. Kirkham introduced a draft version of the document outlined above and based on committee discussion at its meeting on September 7, 2019. Mr. Kirkham also noted that he'd distributed the document to the GWNC Executive Committee and the chairs of the GWNC standing committees for their feedback. The Committee discussed changes and debated over the wording of various sections. M. Kirkham kept notes and told the committee he would bring a new version for committee review at the November 2, 2019 meeting.

No motion made or action taken.

D. **GWNC Branding**

Discussion on GWNC branding and web presence (i.e. website, social media, etc.) for a possible future redesign. This will be an ongoing discussion.

H. C. Ashworth gave the committee an update on his efforts to research methods of website upkeep and design/re-design among other neighborhood councils and at the city level. C. Starr mentioned that he'd submitted website changes and is waiting for feedback from executive committee. Mr. Ashworth and Mr. Starr will work together on this going forward, with Mr. Ashworth taking the lead.

**5. NEW BUSINESS**

**6. COMMITTEE MEMBER REPORTS**

**7. COMMITTEE MEMBER COMMENTS/ANNOUNCEMENTS**

A. 2019 Congress of Neighborhoods

The annual Congress of Neighborhoods ("The Congress") was held at LA City Hall on Saturday, September 28, 2019.

C. Amin gave the committee a recap of the 2019 Congress. Over 900 people RSVP'd, but unsure currently of final attendance numbers. Ms. Amin also spoke about the about the delayed lunch during The Congress and how the planning committee was taking steps to hold the caterer responsible. Overall, Ms. Amin described the event as a success.

B. The Next GWNC Outreach Committee Meeting will be held at 9:30am on November 2, 2019 at Bricks & Scones, 403 N. Larchmont Blvd, Los Angeles, CA 90004.

**8. REQUESTS FOR FUTURE AGENDA ITEMS**

**9. UPCOMING GWNC OUTREACH EVENTS**

A. Wilshire Community Police Station Open House  
October 20, 2019 12 – 4pm

**10. ADJOURNMENT**

The meeting adjourned at 11:36am.

Respectfully Submitted,

Max Kirkham, GWNC Vice President & Outreach Committee Chair

*The first paragraph of some Items, Motions/Resolutions and other wording may have been copied from the Agenda. Possibly edited by GWNC. The GWNC Outreach Committee Minutes page is <http://greaterwilshire.org/outreach-committee-agendas-minutes/>*