



Greater Wilshire Neighborhood Council Outreach Committee

November 2, 2019

Approved by the committee on December 7, 2010

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, November 2, 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 9:41am.

B. Roll Call

Five of the seven Committee Members were present at the Roll Call: Hayden Conner Ashworth, Tucker Carney, Tammy Rosato, Patti Carrol, and Max Kirkham. Colette Amin and Julia Moser 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) is 51% of the seven filled Committee Seats, or 4 members.

C. Self-Introduction of Guests

None Present

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

There were no general public comments.

3. **ADMINISTRATIVE ITEMS**

A. Review and adoption of minutes from October 5, 2019 meeting

MOTION (by Mr. Ashworth, seconded by Mr. Carney) that the GWNC Outreach Committee adopt the minutes from October 5, 2019 as presented.

MOTION PASSED by hand vote with 5 in favor; zero opposed; zero abstaining.

B. Review of Outstanding Outreach Committee minutes

Committee briefly discussed missing Outreach Committee minutes listed in the agenda. Mr. Kirkham informed the committee that GWNC Admin Shirlee Fuqua had found a number of them in her files, but that they would need to be transposed into new documents. Because of that, the minutes would still be delayed in their posting for the time being.

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 informed the committee efforts to find a way to have LA City Hall assist the GWNC in the creation of a new CRP certificate design had been unsuccessful thus far. He will continue research on it. The Committee agreed that the certificate should be easily reproduceable and preferably able to be fed through a regular inkjet printer for personalization, to save on both time and resources in creation.

B. 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 new draft version of the document outlined above and based on committee discussion at its meetings on September 7, October 5, & November 2, 2019. The Committee discussed changes and debated over the wording of various sections; especially those having to do with member removal process, quorum, and leaves of absence. M. Kirkham kept notes and told the committee he would bring a new version for committee review, and potential ratification, at the December 7, 2019 meeting.

No motion made or action taken.

C. 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... T. Carney: committee should looking into changing to a more user friendly platform... P. Carrol: website is "barebones" and would benefit from more visuals about GWNC history and activity in the community... M. Kirkham agreed to agendize a vote on a redesign of the website at the December 7, 2019 meeting.

5. NEW BUSINESS

A. GWNC Information Cards

Informational cards used at GWNC Outreach Events contain out-of-date information and need to be reprinted.

Lacking information on potential costs associated with printing a new run of cards, M. Kirkham tabled the item until the following meeting. P. Carrol suggested having

stickers printed that could be applied to the remaining stock to correct the wrong information.

ITEM TABLED

- B. Housing Rights Center Presentation (Patti Carrol)
Discussion and possible action to invite a representative from the Housing Rights Center to present an informational session on new rental laws and deadlines for both tenants and landlords.

T. Rosato mentioned that this presentation could have political aspects to it that merit further research by the GWNC before agreeing to a town hall at either a Land Use Committee (LUC) or Full Board meeting. H. C. Ashworth volunteered to reach out to the HRC and then report his findings to both LUC Chair Philip Farha and GWNC President Caroline Moser for their consideration.

6. COMMITTEE MEMBER REPORTS

- A. Review of October Outreach Events
The GWNC had a booth at both the Wilshire Community Police Station Open House (WCPSOH) and the Larchmont Family Fair (LFF).

M. Kirkham briefed the committee on the Wilshire Community Police Station Open House (WCPSOH). The GWNC Booth at the WCPSOH was staffed by M. Kirkham for the entire event and by H. C. Ashworth for the first few hours. The event was successful and well attended, albeit less than the year before.

M. Kirkham also briefed the committee on the Larchmont Family Fair (LFF). As discussed in previous minutes, the GWNC partnered with the Koreatown Youth Community Center (KYCC) and, through them, City Plants to distribute trees to the community. Altogether, 38 trees were given away to GWNC Stakeholders at the fair and 11 more were signed up for KYCC yard delivery. 49 trees were given away in total... M. Kirkham thanked P. Carrol, S. Fuqua, J. McManus, C. Starr, and H. C. Ashworth for their assistance in working the booth; he also thanked Caroline and Marcela from KYCC.

P. Carrol suggested more thorough communication on branding and promotion when teaming with community partners in future. T. Carney offered to donate a pop-up tent, if the GWNC could provide a customized cover. The Committee will look into both that a new custom table cover as well.

- B. Yoga in the Park (Colette Amin)
ITEM TABLED for lack of presentation.
- C. UnlitterLA (Hayden Conner Ashworth)
UnlitterLA contacted H. C. Ashworth to inquire as to whether the GWNC would be interested in joining their community cleanup day on Saturday, April 25, 2020.

Committee will reach out to the Sustainability Committee to gauge interest in creating a joint committee event.

7. COMMITTEE MEMBER COMMENTS/ANNOUNCEMENTS

- A. The Next GWNC Outreach Committee Meeting will be held at 9:30am on December 7, 2019 at Bricks & Scones, 403 N. Larchmont Blvd, Los Angeles, CA 90004.

8. REQUESTS FOR FUTURE AGENDA ITEMS

- A. Produce Recovery and Donation Event (Colette Amin)
Possible event to recover end-of-day produce from the Farmers Market on Larchmont Blvd., for distribution to a local space and/or community partner for stakeholders in need.

T. Rosato noted that, in the past, leftover food from the Larchmont Farmer's Market had been donated to a local church for distribution to those in need. She was unsure if that was still the case, but indicated it could be a place to begin research.

9. UPCOMING GWNC OUTREACH EVENTS

10. ADJOURNMENT

The meeting adjourned at 11:14am.

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/>