



VOICES NEIGHBORHOOD COUNCIL Outreach Committee

MEMBERS:
Jaime Rabb (Chair)
Steven Nieto (Board Member)
Laure Ferguson (Board Member)
Anita Gray (Board Member)
Erica Helphand
Sawnia House
Leticia Panteja
Rafael Quintanilla

Outreach Committee Agenda MINUTES

Wednesday, August 14, 2019 at 6:00 pm

Vermont Square Branch Library

1201 West 48th Street, Los Angeles, CA 90037

1. **Call to Order 6:09PM & Introductions-Present: J. Rabb, S. Nieto, L. Ferguson, E. Helphand. Absent: A. Gray, L. Panteja, R. Quintanilla, S. House.**
2. **Public Comment ¹ (5 min)-None**
3. **Approval of Minutes from July 2019 meeting- M: S. Nieto S: E. Helphand; Unanimously carried**
4. **New committee members introduced- S. House resigned.**
5. **Strategic Planning: SMART goals (specific, measurable, attainable, relevant, timely) for the year - Discussion (20 min)**
 - **Committee will continue working on SMART goals individually and then send to Jaime prior to next Outreach meeting.**
6. **Discuss Event Approval Process - Discussion (10 min)**
 - **Event checklist from city clerk**
 - **Event approval request form and BAC needs to be filled out 30 days before event.**
7. **Fall Community Walk - Discussion (15 min)**
 - Distribute flyers/postcards in neighborhoods / Meet and chat with stakeholders
 - **Canvass area 3 on Sunday 9/15 from 10am-noon**
8. **Area 3 (Vermont Ave.) Clean-up Day - Discussion / Report / possible action to bring to full board (15 min)**
 - Discuss new date for Clean Up (Area 3- Vermont Ave from Slauson Ave. to 53rd) – proposing October 12 or 19 from 8:30am – 11:30am.
 - **Tentative date: 10/19/19**
 - **7-11 54th and Vermont parking lot meeting place**
 - **Food at 11am; hotdogs or tacos for 50-75 people**
 - Discuss outreach strategies for partnering with local businesses, CD9/CRCD/77th Division Cadet program partner.
 - Discuss creating flyer, co-sponsors for refreshments – need to submit Event proposal/board approval at September general board meeting
 - **Jaime will created flyer and event paperwork**
 - Discuss future Clean-Up days in other areas - timing: January for Area 2, March for Area 1
9. **Voices Signature Event - Discussion / Report / possible action to bring to full board (10 min)**
 - Proposed event – Fall Carnival (Saturday, 10/26/19 – 4pm-8pm) – may postpone or revise event theme.
 - Possible Activities: Movie (Hocus Pocus) at sunset; bounce house; face painters; photo booth/haystack (photographer); Pumpkin Patch (paint pumpkins); Cornhole; Donate your old Halloween costumes (bin); Parade; Candy
 - **Table signature event and revisit at a later date.**

10. Advertising - Discussion / Report / possible action to bring to full board (30 min) –Table to next meeting

- Advertising Campaign (bus benches/shelters/lawn signs, etc)
- Review mockup for custom lawn signs/pricing to present to board for approval
- Need to design bus shelter/bench; utilize Canva platform for design
- Outreach strategy to fill Area 3 vacancy on general board
- Build a directory of contacts

11. Request for future agenda items

12. Adjourn at 7:49PM

¹Comments from the public on other matters, not appearing on the agenda but within the Board's subject matter jurisdiction, will be heard during the Public Comment period. Public comment is limited to 2 minutes per speaker, unless waived by the presiding officer of the Board or committee chair.

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SERVICIOS DE TRADUCCION – Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Jaime Rabb, por correo electrónico a vnccorrsec18@gmail.com para avisar al Concejo Vec