

DRAFT Outreach Committee Meeting

March 27, 2024

This meeting is being held by the Sunland-Tujunga Neighborhood Council using teleconferencing

1. **Call to Order, Welcome** - Mapi Moran, Vice President, 6:10pm
2. **Roll Call** - Karen Moran, Recording Secretary – Present were Mapi Moran, Ross Herman, Cheryl Schmidt, Leny Freeman, Karen Moran
3. **Public Comments: Non agenda items under the committee’s jurisdiction –**
 - Cheryl stated the Tip A Cop event. It was a windy day and the restaurant lost power but managed to serve. Attendance was good and \$2100 was raised. April 16th is the LAPD Commissioner Meeting, Bishop Alemany High School in Mission Hills from 6-9pm.
 - Mapi noted that the storage shed re-org and sorting went well. We will need additional items for National Night Out for give-aways. Ross commented that we may be able to store chairs at another locale, giving us more room.
4. **Approve/Review February 22, 2024 Outreach Committee Meeting minutes - *Motion passed unanimously to approve minutes.***
5. **Discussion/Possible Action: Upcoming Outreach Events & Budgets**
 - March 30th - Spring Easter Egg Park – Ross helping with set-up; Mapi and Lydia will be doing eggs (~300) in advance. Mapi posted event on social media (e.g. Facebook and Instagram). Ross noted rain is anticipated, and noted that Lydia had commented it could be indoors if that happened.
 - May or June Movie Night = up to \$1,550 – Ross commented that Lydia has been working with LA Parks and Rec. Event will be Saturday, June 22nd in the evening, outdoors. We are responsible for food which must be pre-packaged. Expecting 300-400 people. Cost includes rental fee and refreshments. Outreach Committee is hosting and the logistics handled by Parks and Rec.
 - (1) Park rental fee - \$550Refreshments up to \$1,000 including
 - (1) Ice- up to \$250
 - (1) Soda/water - up to \$250
 - (1) Candy \$250
 - (1) Popcorn \$250***Motion made and passed to spend up to \$1550 for June Movie Night.***
 - 4th of July – outdoor event – will discuss more later

- National Night Out, August 6th 6-9 pm
 - Pull roles & responsibilities from last year – Mapi will initiate.
 - Nina requested \$5,000 for event – Per Mapi, no formal breakdown about how it will be used but largest part is for food. We need a breakdown that includes what organization is providing what, including money, but we need to itemize first. Cheryl felt the budget was \$3,000 in previous years. Ross felt that itemization needed; Cheryl can meet with Lydia and Nina to get an itemization going. Rotary could potentially partner with us and help serve per Mapi. Cheryl noted that the band could be \$700 and we need to factor that in; it might have to be in our budget or perhaps hosted by another company. Ross noted that the City of L.A. might have musicians that would perform for free. Mapi stressed the need to transparency. Ross suggested a hard deadline for next April's meeting to resolve the budget including itemization. Mapi suggested that McGroarty's might have musicians available but Ross thought they got them through the City's L.A. Arts program.

- Budget Committee - Outreach Supplies = up to \$1,479. Ross commented that we need lights for clean-up after dark; below is a general list of items we are lacking and will need for future events. Itemization total for items below is available to roll over from this year's budget.
 - (2) - 100ft ext cord \$90.00
 - (2) Halogen stand up lamps \$150
 - (2) Strand lights 24ft. \$30
 - (1) Cable ties - \$25
 - Portable inverter - 600w \$350
 - Portable inverter - 300w \$225
 - (6) Outdoor string lights - \$18.99

Motion made and passed to spend up to \$1479 for Outreach Supplies.

6. Discussion/Possible Action: Committee Outreach Materials

- STARC Bus Benches - Ross will be spear-heading with Mapi with STARC assistance. Bus bench art-work will have general information about STNC, and STARC information.
- STAT Flyer Creative / Printing - approve \$25 to cover printing of flyer for Tree Care Event (Saturday May 4th, 8-11am). Mapi noted that (in general) money from Outreach needs to be presented ahead of time with an itemized list of how expenses will be spent.

Motion made and passed to spend \$25 for printing flyers for Tree Care Event.

- Confirm April + May meetings, events budgets - Mapi commented that information for committee meetings (dates) need to be identified and uploaded into STNC calendar and website. Ross will reach out to Chairs for info.

7. Discussion/Possible Action: April/May Upcoming Events –

- Website: meetings, news - Mapi commented that info from Committees need to be added to the STNC website.

- Newsletter – Mapi noted she would not be available shortly to assist with the newsletter but can tutor Ross now about how the newsletter is done.
8. **Discussion/ Possible Action: Region Rep Updates / Committee closing announcements –**
Leny commented about storage items and effort to retrieve them for events, and was pleased with reorganization in the sheds.
 9. **Adjourn. 7:10pm**