



# Venice Neighborhood Council

PO Box 550, Venice, CA 90294  
www.VeniceNC.org



**Outreach Committee Meeting Agenda  
Extra Space Storage, Community Room  
658 Venice Boulevard  
Venice, California 90291  
Wednesday, October 9th 2024  
4:30 pm**

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

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 one (1) minute per speaker, unless adjusted by the presiding officer of the Board.

**1. 4:35 pm CALL TO ORDER AND BOARD ROLL CALL  
BOARD ROLL CALL – "PRESENT" Listed in RED**

<b>Erica Moore</b>	<b>Sergio Perez</b>	<b>Soraya Moss</b>
<b>Heather Dolin</b>	<b>Sarah Mahir</b>	
		<b>Brian Averill Ex Officio</b>

**2. 4:37 pm APPROVAL of PRIOR MINUTES:** See prior meeting supporting documents  
**Tabled Until Next Meeting.**

**3. 4:39 pm CHAIR REPORT:** Update on Outreach efforts and future community engagement.  
**Created and submitted the Outreach Budget Outline to the Treasurer for the 2nd half of our term. Acknowledgement that we had a short break from meetings and larger event tabling that I had spoken and got approval from President Brian Averill.**  
**Saturday, August 10th I was video interviewed during simple tabling at The Penmar "Revitalize Rose Avenue: A Pedestrian Connectivity and Beautification Project". Topic was the VNC's Role in the community and Outreach being a vehicle for community members to participate in.**  
**Changes in Outreach Committee Membership: Nick Resigned. Three new members have joined: Sarah, Soraya and Heather!**

**4. 4:41 pm GENERAL PUBLIC COMMENT:** Comments from the public on **non-agenda items** within the Board's subject matter jurisdiction. Each speaker will be allowed two (2) minute(s) unless adjusted by the presiding officer of the meeting. **NONE**

**5. 4:42 pm OLD BUSINESS: NONE**



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## NEW BUSINESS:

### 6. 4:43 pm Discussion and Motion to approve Outreach Tabling at local Venice Community Events.

**a. Motion:** The VNC Board of Officers approves the Outreach Committee to identify local events and venues with majority Venice Stakeholder attendance to perform Tabling Outreach possibly utilizing the following to assist in community engagement: handouts, small banner insert panel, VNC Branded Swag and/or light refreshments. The venue/event supplies cost to participate if any will not exceed \$200.00 per tabling.

**b. Public Comment: Stakeholder Participated 26 min**

**c. Committee Discussion/Vote:**

**YES – needed asap! Outreach tabling is required as listed in the Outreach Chair Duties/Responsibilities #3. Outreach tablins have been well received with excellent feedback across all areas in Venice.**

**This is a duplicate Motion passed by VNC in Oct2023 for the first term. Renewal needed to allow continued local tabling due to possible promotional expenditures mentioned in the “new budget” which has already been approved by the Board months ago for continued outreach efforts.**

**Maker: SERGIO    Seconded: SARAH    Vote: Unanimous (3-0) Motion Passes**

*This Motion enables the members of the Outreach Committee, Board Members or other Standing or Adhoc Committee Members to perform outreach engagement with our Venice Stakeholders at local events selected and pre vetted by the Outreach Committee without the need to submit a formal "Event Form" 30 days prior to identified venues. This Motion lists the rules we must follow to be in compliance with straight "Tabling" which allows VNC branded swag, handouts and light refreshments to be utilized. Our intention is to choose opportunities with zero participation fees (ie. venue charge for the booth). However, we can spend up to a maximum fee of \$200.00 per tabling for needed supplies listed above. Spending more than this limit changes it to an "Event" which requires the 30 day form, etc.*

### 7. 5:20 pm Outreach Procedures for Tabling

**a. Discussion:** Explore effective procedures involving the production and implementation of Outreach Tabling.

Creation of a calendar, Details of event schedules, Set Up and Clean Up plus notification/sign up options for participants.

Outreach tools including interactive games and swag.

Adhoc and/or Standing Committee Outreach participation schedule.

**b. Public Comment: NONE**

**c. Committee Discussion:**

**Consensus to create Outreach Calendar listing 12 months of tabling opportunities. Erica to locate IT person within community to assist at N/C to create needed templates.**

**Format to include other Committee & Board Members to create visibility and inspire interest in participation by Stakeholders.**

**Update on inventory of swag.**

**Possibly another game as so popular and draws people to the Outreach Table.**



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## 8. 5:28 pm Outreach Tabling at local Venice Community Events in 2024.

### a. Discussion and Possible Motion:

Update on upcoming tablings:

**Quake Hero's 30<sup>th</sup> Anniversary of the Northridge Quake Event** – November Saturday

Date TBD dependent on Oakwood Calendar & Simulator Availability

**Holiday Venice Sign Lighting Venice Chamber Event**

### b. Public Comment: **NONE**

### c. Committee Discussion/Possible Vote:

**Outreach Team excited for both events.**

**HOWEVER, PARTICIPATION IS DEPENDENT ON BOARD APPROVAL OF OUR MOTION #6 ABOVE on TUESDAY, OCTOBER 15<sup>th</sup>.**

## 9. 5:35 pm Annual Large Community BBQ Event:

### a. Discussion and Possible Motion:

Explore feasibility, logistics, Board participation and costs. Possible collaboration w/Rules & Elections to utilize as a platform for Candidates or ?? Possible support from CD11.

### b. Public Comment: **NONE**

### c. Committee Discussion/Possible Vote:

**"Cookout" simple menu – or BYO/potluck or local business donations. Suggest February, could be Election Outreach for Ballot Requests/Candidate meet & greet, etc.**

## 10. 5:48 pm Equipment for VNC Tabling Events:

### a. Discussion and Motion:

Recent tabling at public events has revealed that tenting and chairs are needed to replace the loaned tent and chairs currently provided by Erica Moore. A variety of options will be provided to view along with specifications. Standard 10 x 10 portable, easy to assemble tenting is suggested with highly visible VNC branding. The tent frame and canvas should be sturdy and high quality with a lifetime guarantee. This Canopy with removable sidewall(s) will provide shelter, shade and protection along with attractive visuals highlighting VNC branding and messaging to assist in outreach efforts by our Outreach Committee in promoting the Venice Neighborhood Council while performing outreach tabling. Total cost may include accessories needed to facilitate in preservation and maximum versatility of use such as weight bags for legs, a durable carry bag and shipping fees. Additionally, four low profile folding chairs are suggested to replace the 2 larger, bulky chairs currently owned by the VNC and one additional 6' folding table. Tent/Canopy Artwork Design, colors and style will align with our traditional VNC logo and color palette. See supporting documents for more details.

### b. Public Comment: **NONE**

### c. Committee Discussion/Vote:

**YES – need asap! Important for visual presence plus quality to last for years. Unanimous on Blue Chairs plus White Tent w/Orange Backwall & Sidewalls – Back wall w/larger "saying" and a smaller logo. Love the Free Standing Banners – need to add website barcode. Preference for MPV Company – Updated Artwork to follow.**



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*New Motion: The VNC Board of Officers approves a budget not to exceed \$2,400.00 for Outreach Tabling equipment needed: 4 low profile folding chairs, one additional folding 6' Table and a customized durable, high quality VNC Branded Tent which includes 3 sidewalls, accessories to secure and increase the durability and longevity of the Tent plus shipping. This heavy duty portable structure, table and chairs will create visibility thereby assisting outreach efforts by the Venice Neighborhood Council Board and it's Committee members at tabling events. The traditional VNC logo design and colors will be used. A finalized picture showing the branded design, colors and style will be submitted for Board approval before purchase.*

**Maker: SERGIO    Seconded: SARAH    Vote: Unanimous (3-0) Motion Passes**

**11. GENERAL COMMITTEE COMMENT: Non-agenda items** within our subject matter jurisdiction. Each member will be allowed two (2) minute(s) unless adjusted by the chair of the meeting.

## 6:01 pm ADJOURNED

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](mailto:NCsupport@lacity.org)

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The Venice Neighborhood Council agendas are posted for public review as follows:

- Beyond Baroque, 681 Venice Blvd., Venice, CA 90291
- [www.VeniceNC.org](http://www.VeniceNC.org)
- Receive agendas by email, subscribe 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](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto: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: [www.VeniceNC.org](http://www.VeniceNC.org) 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 the VNC Secretary, email at: [Secretary@VeniceNC.org](mailto:Secretary@VeniceNC.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 website [www.VeniceNC.org](http://www.VeniceNC.org)