



Grass Roots Venice Neighborhood Council



Communication and Outreach Committee **Regular Meeting**

Where: Vera Davis Center, 610 California Ave

When: Thursday, March 16, 2006 at 7pm

Agenda

1. Call to Order @ 7:00pm
2. Roll Call (5 min)
3. Discussion and Action for April Outreach
 - a. Posting Notices (district reps posting places, official posting places, binders)
 - b. Newspaper Advertising (argonaut, venicepaper, beachhead, etc)
4. Discussion and Action on Communication Procedures
 - a. Database Data Entry – data entry status and plans
 - b. Web Site – a tutorial on how to use the web site and how board members and committees chairs can add information directly to the web page.
 - c. Brown Act rules for email discussion – how to inform the board and enforce the rules
 - d. Newsletter – ideas for content
 - e. Brochure – review and approve draft
5. Discussion and Action on Communication and Outreach Budget
 - a. Review current outreach and communication budget and expenses
 - b. Print, mail and poster advertising costs
 - c. Clerical help costs
 - d. Other upcoming expenses
6. Adjourn (8:30pm)

For more information: see www.grvnc.org or e-mail info@grvnc.org or phone [310.399.5515](tel:310.399.5515)

This is a public meeting in conformance with the California Brown Act public meeting law; all are welcome to attend. This agenda has been posted 72 hours or more before the scheduled meeting date at various locations including: www.grvnc.org and the GRVNC E-Mail List.