

Historic Highland Park Neighborhood Council
Minutes of Joint Board and Outreach Committee Meeting and Agenda

11 August 2019 1:00-3:00PM

Arroyo Seco Public Library (Multi-Purpose Room)

6145 N. Figueroa St.

Los Angeles, CA 90042

Agenda

1. Call to Order / Llamada al Orden

2. Roll Call/ Llamada de rol

Stephanie, Prissma (arrives at 1:22), Gemma, Mauro, Olga, Estrella

3. [5 min.] Public Comments on Non-Agenda Items Only (Limited to 5 minutes max.; 1 minute per speaker)/
Comentarios públicos sólo sobre elementos que no pertenecen a la agenda (Limitado a 5 minutos máximo; 1 minuto por orador)

Mauro - requesting that we have things to give out when we have tabling

Olga - requesting that we have google calendar events for logistics purposes

Gemma - requesting that we have meetings during the week and not the weekend

Mauro - (in response to Mauro) having outreach meetings during the week makes it difficult for

Stephanie - it's difficult for Mary to come on weekends

Olga - adds that anyone that participates on any committee or board will prioritize our time to the board and committee

Estrella - asks when will we actually be having our meetings

Gemma - many people did not know that the mercado was taking place but on the plus side there were more choices in the past.

Estrella - let's write an email to Yolanda and chamber of commerce

Olga - agrees with Estrella

Gemma - letting us know about Donorchoose

4. Chair's Report / Informe del Presidente

- **Mercado went well**
- **Add flyers for the newsletters. We need to gather content for the newsletters .**
- **we approved at July 18 meeting that we had the money and flyer for promoting vaccines but no mechanism so we will look at that**
- **16 and older can be on the board (Gemma let us know this)**

Action Items

5. [1 min] **Motion to adopt agenda.**/ Moción para adoptar agenda.

Motion to adopt agenda - 1st - Mauro 2nd - Estrella All in favor Opposed - none Abstain -none

6. [2 min] Motion to approve minutes from 07/01/2019 Joint Board and Outreach Committee Meeting/ Moción para aprobar las actas de la Junta Conjunta del 07/07/2019 y la Junta del Comité de Alcance.

Gemma - wants to make a correction to the public comment. “You are messing with US postal. It's some sort of postal...” when we are dealing with our statements, we have to be careful with how we talk to the public. The former president acted without the boards vote.

Legally we can bring back up if we want to change who has the keys.

Olga - maybe we should not speak about someone who is not present. This has been my practice on other boards.

Gemma - Linda wants corrections. Linda Phelps is concerned

We need to correct the minutes (not clear to me what the change is supposed to be) ... -> “Nancy and SuzAnn also spoke about the Federal offense”

Corrections:

- 1. Prisma to Prissma**
- 2. Mauro to Mauro Garcia**
- 3. “Nancy and SuzAnn also spoke on the fact that the key is government property and that unauthorized opening of mail can be a Federal offense.”**

Motion Gemma motions Mauro seconds In Favor - Prissma, Stephanie, Estrella Oppose - none

Abstain - Olga

7. [5 min.] Discussion and possible recommendation to the board to approve funding for social media account advertising throughout fiscal year 2019-2020./ Discusión y posible recomendación al consejo para aprobar la financiación de la publicidad de cuentas de redes sociales durante el año fiscal 2019-2020. -S.

Maynetto-Jackson

Stephanie - extending funding request from 3 to 6 months. We will have enough for 7 events.

Christina - include a headline and reference to a hot topic on social media

Motion to approve funding for 6 months for \$300. Mauro motion Olga seconds In favor - all Oppose - none

Abstain - none

8. [5 min] Discussion and motion to reassign a committee member to request quotes on name plates/tags for the board./ Discusión y moción para asignar un miembro del comité para solicitar citas en placas de identificación / etiquetas para el tablero. -S. Maynetto-Jackson

Christina - suggests that we purchase 2 by 10 metal stands. We use card stock with color printer and make the name fit perfectly in the metal stands.

Olga will connect with Nancy for finances.

Stephanie - motions for Olga to be reassigned to get a quote on name plates/tags for the board. Favor - all

Oppose - none Abstain - none

9.[10 min.] **Discussion and motion to resubmit the updated HHPNC Pamphlets to the board for approval.** / Discusión y moción para volver a enviar los folletos HHPNC actualizados a la junta para su aprobación. -S. Maynetto-Jackson

Discussion about images on the pamphlet

First - Olga makes Motion to resubmit the updated the HHPNC pamphlet to the board for approval and for Stephanie to reformat. Seconds Gemma- Abstains - Mauro Oppose - none

10. [5 min] Discussion to assign an Outreach Committee Member to design the HHPNC T-Shirt. / Discusión para asignar un miembro del Comité de Alcance para diseñar la camiseta HHPNC. -S. Maynetto-Jackson

Stephanie - how do we want to decide how to get the t-shirt designed?

Olga - volunteers to lead the process of making the t-shirts

Mauro - don't want to have a community contest

Gemma - agrees with Mauro but also thinks that we should hold a contest

Submit by September. Approve by October.

Olga - backs out of being volunteer

Olga - will take on project of getting t shirts for the board, will bring designs to next outreach committee and then we will take it to the general board

Stephanie - takes on project of leading contest for community

11. [5 min] Discussion about the upcoming Veteran's Memorial Square event being held on August 24, 2019 and request for possible additional volunteers. / Discusión sobre el próximo evento Veteran's Memorial Square Agosto 24, 2019 y solicitud de posibles voluntarios adicionales. -S. Maynetto-Jackson

We need 20 volunteers.

Stephanie can email to the board the requirements for volunteers.

Stephanie will reach out to Mr Marquez about water pressure (and volunteers?).

Attendance - Prissma will volunteer

12. [10 min] Discussion and possible recommendation to the board to participate in the CD1 Jazz Festival held on October 4-6, 2019 and the CD14 York Park Pumpkin Patch. / Discusión y posible recomendación a la junta para participar en el CD1 Jazz Festival celebrado del 4 al 6 de octubre de 2019. -S. Maynetto-Jackson

Gemma says that the jazz festival and the pumpkin patch is successful.

Yolanda gave Prissma a list of upcoming events.

Prissma - asks if we can rotate parks

Olga - suggests we make two motions

Stephanie - will have meeting on Tuesday with Chamber of Commerce (?) and will check with them about rotating parks

First - Olga - motions to participate in festival and table the decision to participate in the pumpkin patch

Seconds - Gemma In favor - all Oppose - none Abstain - none

13. [5 min] Discussion about engaging local public schools with local businesses to create artwork by students on shop windows for Halloween. / Discusión sobre cómo involucrar a las escuelas públicas locales con las empresas locales para crear obras de arte de los estudiantes en escaparates para Halloween. -M. Pickert

Gemma - suggests we take poster board to teachers.

Olga - agrees with Olga

Gemma - would like to see businesses give out candy

Prissma - we can engage our business development committee.

Christina - do we need to put finance for

Gemma - need to come up with Halloween designs

Action steps

Prissma - can work with economic development committee

Olga - print out of paper

Estrella - will take to Amp studio

14. [5 min] Discussion and motion to appoint a primary and secondary person with administrative rights to our informational website. / Discusión y moción para nombrar a una persona primaria y secundaria con derechos administrativos para nuestro sitio web informativo -S. Maynetto-Jackson

Motion to appoint Stephanie to be the primary and ask the board for interest in being the secondary.

First motion - Olga Second motion - Gemma All in favor Oppose - none Abstain - none Motion passes

15. [15 min] Discussion on the roles and duties of our current webmaster with a clarification of how to better utilize the vendor's services. / Discusión sobre los roles y deberes de nuestro webmaster actual con una aclaración de cómo utilizar mejor los servicios del proveedor. -S. Maynetto-Jackson

newsletter will be 2 times a month and we will make a report to the board about the structure.

16. [15 min] Discussion and possible motion regarding updates to our HHPNC website and social media pages. / Discusión y posible moción con respecto a las actualizaciones de nuestro sitio web HHPNC y páginas de redes sociales. -S. Maynetto-Jackson

Stephanie - updates to website - blog as button and side as meetings and events

Estrella - will consider being an admin for social media

Christina - will need content for blog when that is ready

17. [5 min] **B.** / Discusión y moción para nombrar a alguien para crear un calendario anual de divulgación con fechas y eventos proyectados. -E. Sainburg

Estrella will lead

Stephanie motions Gemma seconds All in favor - yes Oppose - none Abstain - none

18. [10 min]Discussion and possible motion regarding creative and innovative tabling activities, materials, and set up. / Discusión y posible movimiento con respecto a actividades creativas e innovadoras de presentación, materiales y configuración. -E. Sainburg

Bags - look into bags

business cards -

Gemma - coloring sheet with HPNC name

- **Basic history for ourselves**
- **Comments box**
- **quotes from the public**

19. New Business / Nuevos temas

Stephanie - Dia de los muertos - meeting happening this evening at 6 pm at La Monarca, invitation from the community

Prissma - requesting that we have a flyer templates for committees.

Meeting date and time - September 12 from 7 to 8

20. Adjournment/ Levantar la sesion

3:00PM