

Outreach Committee Meeting Minutes  
**Wednesday, September 8, 2021 @ 7pm Zoom Meeting Online or By Telephone**  
 US toll-free call-in number 877 853-5257 to Join the Meeting  
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## MINUTES

**(Abstentions are neither in favor nor in opposition)**

**1. Welcome, Call to Order**

**2. Roll Call**

Present: Robert, Shanna, Terence, Alber, Maura, Camille

Not Present:

**3. Discussion/Action: Motion to approve agenda**

Action plan from last meeting

Shanna motions to approve...

Maura seconds.

Member	For	Against	Abstain	Recused	Ineligible	Absent
Shanna	X					
Robert	X					
Terence	X					
Albert	X					
Maura	X					
Camille	X					
TOTAL	6					

Motion carries

**4. Discussion/Possible motion: motion to approve last meeting minutes 8-20-21**

XX motions to approve...

XX seconds.

Member	For	Against	Abstain	Recused	Ineligible	Absent
Shanna	X					
Robert	X					
Terence			X			
Albert	X					

Maura	X					
Camille	X					
TOTAL	5		1			

Motion carries

**5. General Public Comment on non-agenda items (2min per individual)**

No public comment.

**6. Discussion/Possible Action: motion to approve new web page, presented by Kristina Smith**

Shanna motions to approve...

Albert seconds.

Member	For	Against	Abstain	Recused	Ineligible	Absent
Shanna	X					
Robert	X					
Terence	X					
Albert	X					
Maura	X					
Camille	X					
TOTAL	6					

Motion carries

Kristina will email the Treasurer to ensure we have the funds. Pending Samantha's input, Shanna will send to Duncan to agendize for Board meeting.

**7. Discussion/Discussion: Food Give review** next one tentative date, 10-17-21, also obtaining donations of candy and Halloween bags for October food giveaway.

Alex Roth of CD-14: committed to helping with needs. Robert to follow up.

**8. Discussion/Discussion: NPG and backpack give away at Buchanan School review**

Amanda from NELA isn't here. Robert put HHPNC pins in all the bags. Albert reports that the posts about this on Instagram and Facebook did very well.

**9. Discussion/ Possible Action: motion to approve budget for production of outreach cards: Shanna**

Maura motions to approve...

Camille seconds.

Member	For	Against	Abstain	Recused	Ineligible	Absent
Shanna	X					

Robert	X					
Terence	X					
Albert	X					
Maura	X					
Camille	X					
TOTAL	6					

Motion carries

Shanna to send to Duncan to add to agenda for next Board meeting.

**10. Discussion: Website site photo list and workflow**

Maura created a great list of targets, Rosa suggested some additions. Terance created a promotional graphical to solicit user generated content. Maura will contact Titus to see if local highschool students want to contribute photos.

Shanna motions to approve...

Albert seconds.

Member	For	Against	Abstain	Recused	Ineligible	Absent
Shanna	X					
Robert	X					
Terence	X					
Albert	X					
Maura	X					
Camille	X					
TOTAL	6					

Motion carries

**11. Discussion/Discussion: Volunteer form created by Duncan, suggestions**

Don't have form yet, will discuss in next meeting.

**12. Discussion/Discussion: Review Analytics**

A few more visitors but otherwise stable.

**13. Discussion/Discussion: Webinar suggestions, anxiety COVID and reopening etc. October.**

Interviewing local business owners, could be the responsibility of the Business Directors. Should ask for

businesses to apply and meet predetermined criteria. Wants to focus on locally, minority-owned businesses. Camille will take the lead at determining application criteria and interview questions. Will review at next meeting. So we can push shop local in time for the holidays!

Robert knows a therapist who could present a webinar on COVID anxiety. Possible date is Sunday, October 14th - World Mental Health Day.

**14. DISCUSSION/POSSIBLE MOTION: Motion to appoint 2 new members (stakeholders) to the HHPNC ORC**

XX motions to approve...  
XX seconds.

Member	For	Against	Abstain	Recused	Ineligible	Absent
Shanna						
Robert						
Terence						
Albert						
Maura						
Camille						
TOTAL						

Motion XX

**15. NEW BUSINESS**

[Maura] Mercado is October 9th. Will we table? Yes. Robert just needs to fill out a form to reserve a table. We'll bring swag, and Shanna will target getting postcards done by then. Need to put together a tabling schedule - Terance suggests asking other committee heads. Shanna will put together a shift schedule of no more than 2 hours and send it to other committee heads to volunteer for shifts. Gaps can be filled by Outreach members.

[Maura] Paradise Hill is going up for public auction at 10:30am. Contact Hilda Solis and ask her to not do that.

**16. ADJOURNMENT**

Time:

Shanna motions to adjourn  
Albert seconds.

Member	For	Against	Abstain	Recused	Ineligible	Absent
Shanna	Yes					
Robert	Yes					
Terence	Yes					
Albert	Yes					

Maura	Yes					
Camille	Yes					
TOTAL	6					

Motion carries