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Outreach and Publicity Committee Meeting
Thursday, December 20, 2012 at 7:00 PM
11139 Woodley Ave., Granada Hills, CA 91344

**GRANADA HILLS
NORTH
NEIGHBORHOOD
COUNCIL**

11139 Woodley Ave.
Granada Hills, CA 91344

Telephone (818) 923-5592

www.ghnnc.org

The Agenda is posted for public review at GHNNC Office, 11139 Woodley Ave, Fresh & Easy Market located at 11900 Balboa Blvd., Sugar Suite located at 11858 Balboa Blvd., Bee Canyon Park Kiosks (2) – one located across from 17160 Van Gogh St. and the other at the playground between Van Gogh and Sesnon Blvd. 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 you wish to attend by contacting the Neighborhood Council Project Advocate at (213) 485-1360

Please be advised that the Bylaws of the Granada Hills North Neighborhood Council provide a process for reconsideration of actions as well as a grievance procedure. For your convenience, the Bylaws are available on our website: www.ghnnc.org.

AGENDA

All agenda items are subject to discussion and possible action.

1. Call to order and introductions

2. Public comment on non-agenda items

3. GHNNC Community Outreach Subcommittee Roles

Election of new Outreach Chair/Vice Chair; Defining the roles each subcommittee member and assignment of responsibilities; discussion of existing processes; outreach project process; outreach requirements; GHNNC Events & GHNNC Public Relations process

4. Community Outreach Collateral Materials

Production of Board Member business cards; name plaques; name tags

5. GHNNC Website

Discussion of how the website is updated with relevant content; technical aspects of website (Event Calendar; Enewsletter signup, Database & Deployment; Landing pages)

6. Social Media

Processes for posting on Facebook, Twitter, YouTube, RSS Feed

7. GHNNC Newsletter & Enewsletter

Processes & Content; Production & Distribution

8. Committee Comment on Non-Agenda Items

9. Adjournment