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PUBLIC MEETING
HARBOR CITY NEIGHBORHOOD COUNCIL
OUTREACH COMMITTEE MEETING
Harbor City/Harbor Gateway Public Library
24000 Western Blvd., Harbor City 90710 (Back Room)
July 12, 2018 at 6 PM - 8PM

Mission Statement: The mission of the Harbor City Neighborhood Council (HCNC) is to improve the quality of life for all in Harbor City by creating and fostering a safe, healthy, orderly and clean environment that welcomes ethnic and cultural diversity and promotes a community spirit of inclusion, cooperation, participation and collaboration

Agenda minutes

1. Call to order - 6:12
2. Public comment on non-agenda items not to exceed 2 mins per comment.
No public comment
3. Committee member sign up and discussion on setting regular meeting dates, time and location. (Action Item)
Committee members are Lori Arnold ,Mary Ann Hopkins and Deseray Sarcona.
4. Discussion and appointment of Outreach Committee Co Chair. (Possible Action Item)
A motion was made to appoint Mary Ann Hopkins as co-chair of the Outreach Committee and seconded by Deseray Sarcona. Passed 2 Yes (Sarcona and Hopkins), 0 No, 1 not present Arnold.
5. Discussion and appointment of committee member duties. (Action Item)
Discussion held and a motion made by Lori Arnold, Seconded by Mary Ann Hopkins for outreach to hold two of the 3 keys for the storage unit & the vice president to hold the third. Passed 3 Yes (Sarcona, Hopkins, Arnold), 0 No, 0 Abstention
6. Review and discuss inventory list submitted in the 2017-2018 HCNC term and items not listed such as recently purchased promotional items and yard signs on hand.
7. Discuss setting a date to organize and recommend removal/salvage of items in the HCNC storage unit. (Action Item)
A motion by Deseray Sarcona, Seconded by Lori Arnold to clean out the storage unit and update the inventory list on July 22, 2018 at 8 AM. Passed 3 Yes (Sarcona, Hopkins, Arnold), 0 No, 0 Abstention
8. Discussion on having a HCNC booth at the July 28th, 2018 Lakeside Concert at Ken Malloy Park and requirements for disbursing promotional items and purchasing interactive games for HCNC promotional merchandise giveaways not to exceed \$1000. (Action Item)
Discussion held and we will not have a booth at concert. A motion by Deseray Sarcona and seconded by Lori Arnold to purchase interactive games not to exceed \$1000.00. Passed 3 yes (Sarcona,Hopkins,Arnold) 0 No, 0 Absention
9. Discussion on holding themed town hall meetings quarterly and recommendations of speakers to raise stakeholder awareness on issues and address concerns with a budget not to exceed \$1500. (Possible Action Item).

Discussion was held and a Motion was made by Deseray Sarcona, Seconded by Mary Ann Hopkins to hold quarterly Town Hall style meetings with themes with an allocation of \$1500.00 for expenditures. Passed 3 Yes (Sarcona, Hopkins, Arnold), 0 No,) Abstention

10. Review and discuss HCNC social media accounts and creation of a HCNC application (Possible Action Item)

Discussion was held and a motion was made by Deseray Sarcona, Second by Lori Arnold to continue utilizing the HCNC Facebook page and open an Instagram account and a YouTube account to post videos of all HCNC activities and events. Passed 3 Yes (Sarcona, Hopkins, Arnold), 0 No, 0 Abstention

11. Discuss obtaining two bus shelter ad's and locations or more to advertise HCNC monthly meetings. Posters valued at \$80-\$100.00 each. (Possible Action Item)

A discussion was held to obtain bus shelter ads to advertise our Neighborhood Council meetings. Deseray Sarcona informed the committee that Outfront Media waves the fees for neighborhood councils. A motion was made by Deseray Sarcona, Seconded by Mary Ann Hopkins to obtain bus shelter ads \$100 per poster. Passed 3 Yes (Sarcona, Hopkins, Arnold), 0 No, 0 Abstention

12. Discuss having a Harbor City Halloween fair and haunted house at Harbor City Recreation Park on Oct 27th, 2018 with a budget not to exceed \$2500.00

Jovan Herron, Recreation Facility Director for Harbor City Rec. Center informed the committee that she hosts a Halloween Event at the park and welcomed the opportunity for HCNC to co-sponsor the event. The Committee held a discussion on Co-sponsor the Halloween event set for Sat October 27 @ HC REC for the NC to sponsor a haunted house, trunk or treat and co-sponsor a Halloween costume parade and to allocate \$2500 for the event. Further discussion was held on creating a subcommittee with the park and to help with other duties Jovan Herron is in need of such as obtaining the candy for the kids.

Motion by Deseray Sarcona, Seconded by Lori Arnold to Co-Sponsor the Halloween Event and to allocate \$2500.00 for expenditures. Passed 3 Yes (Sarcona, Hopkins, Arnold), 0 No 0 Abstention

13. Discuss purchasing a iPad or tablet and stand for stakeholders to input their information meetings and events with a budget not to exceed \$2000. (Action Item)

Discussion was held and a motion was made by Deseray Sarcona, Seconded by Mary Ann Hopkins to buy a tablet with a lockable stand for meetings and events to obtain more accurate stakeholder information to improve communication with stakeholders with a budget not to exceed \$2000. Passed 3 Yes (Sarcona, Hopkins, Arnold), 0 No, 0 Abstention

14. Discuss addressing a stakeholder request on having regular translation services at stakeholder meetings and town hall meetings and how to engage the spanish speaking community to increase stakeholder attendance at meeting and events with a budget not to exceed \$300 per meeting. (Action Item)

No action taken.

15. Discuss purchasing HCNC signage in Spanish language in an amount not to exceed \$1000 (Action Item)

No action taken.

16. Adjournment - 8PM