



# AGENDA OUTREACH & ELECTIONS COMMITTEE MEETING

Tuesday, May 9, 2023  
5:30pm



## In-Person Meeting

**Toluca Lake Elementary School  
4840 Cahuenga Blvd, North Hollywood**

COMMITTEE MEMBERS		<i>X = Present, AB = Absent, EX = Excused</i>
___ Matt Kamin <i>Chair</i>	___ Katherine Hatton ___ Stacy Roberts	

<b>1. Call to Order</b>	Start Time ___ PM									
<b>2. Attendance</b>	Public in Attendance: ___									
<b>3. Minutes</b> ( <i>One (1) Minute per Speaker per Agenda Item</i> )										
a. Review and Approve Committee Minutes (Materials can be found at <a href="https://www.gtlncc.org/">https://www.gtlncc.org/</a> under committee meeting documents)										
<b>MOTION A:</b> Approve the GTLNC March 8, 2023 Outreach & Elections Committee Minutes.										
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; border-right: 1px solid black; text-align: center;">Matt Kamin</td> <td style="width: 33%; border-right: 1px solid black; text-align: center;">Katherine Hatton</td> <td style="width: 33%; text-align: center;">Stacy Roberts</td> </tr> <tr> <td style="border-right: 1px solid black; text-align: center;"><i>Y – Yes</i></td> <td style="border-right: 1px solid black; text-align: center;"><i>A – Abstain</i></td> <td style="text-align: center;"><i>I – Ineligible</i></td> </tr> <tr> <td style="border-right: 1px solid black; text-align: center;"><i>N – No</i></td> <td style="border-right: 1px solid black; text-align: center;"><i>R – Recusal</i></td> <td style="text-align: center;"><i>E – Excused</i></td> </tr> </table>	Matt Kamin	Katherine Hatton	Stacy Roberts	<i>Y – Yes</i>	<i>A – Abstain</i>	<i>I – Ineligible</i>	<i>N – No</i>	<i>R – Recusal</i>	<i>E – Excused</i>	<b>VOTE:</b> ___/___/___ <i>First:</i> <i>Second:</i>
Matt Kamin	Katherine Hatton	Stacy Roberts								
<i>Y – Yes</i>	<i>A – Abstain</i>	<i>I – Ineligible</i>								
<i>N – No</i>	<i>R – Recusal</i>	<i>E – Excused</i>								
April Meeting: No minutes – Meeting was cancelled										
<b>4. Public Comment</b> ( <i>Two (2) Minutes per Speaker on relevant subject not on agenda</i> )										
<b>5. Committee Member News &amp; Announcements</b> ( <i>Two (2) Minutes per Speaker on relevant subject not on agenda</i> )										
<b>6. On-Going Business</b> ( <i>One (1) Minute per Speaker per Agenda Item</i> )										
2023 Neighborhood Council Elections: <ul style="list-style-type: none"> <li>a. Prep for Candidate Introductions at General Board Meeting</li> <li>b. Discuss possibility of Meet the Candidates booth at Farmers Market</li> <li>c. Finalize GOTV messaging for June 22 election day</li> <li>d. Review training/onboarding plan, timeline, and communications for newly elected board members</li> </ul>										
<b>7. New Business/Future Projects</b> ( <i>One (1) Minute per Speaker per Agenda Item</i> )										
<b>8. Meeting Adjourned</b>										
Close Time: ___ PM										
Next Meeting: <b>TBD @ 5:30 PM</b> – In-Person Toluca Lake Elementary School – 4840 Cahuenga Blvd, N. Hollywood										

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS**

Comments from the public on other matters not appearing on the agenda that are within the Board’s jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its



**AGENDA**  
**OUTREACH & ELECTIONS COMMITTEE**  
May 9, 2023  
Page 2 of 2



attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

**AB 361 UPDATES**

Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required.

If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned.

If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

**PUBLIC POSTING OF AGENDAS** - GTLNC agendas are posted for public review as follows:

- Discovery Store (Community Kiosk), at the Southeast corner of Forman Avenue and Riverside Drive;
- [www.gtlnc.org](http://www.gtlnc.org); or
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/government/subscribe-agendasnotifications/neighborhood-councils>

**THE AMERICANS WITH DISABILITIES ACT**

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 and 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 Louis Schillace, Board Secretary via email at [Louis.Schillace@gtlnc.org](mailto:Louis.Schillace@gtlnc.org).

**PUBLIC ACCESS OF RECORDS**

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: [www.gtlnc.org](http://www.gtlnc.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Louis Schillace, Board Secretary via email at [Louis.Schillace@gtlnc.org](mailto:Louis.Schillace@gtlnc.org).

**RECONSIDERATION AND GRIEVANCE PROCESS**

For information on the GTLNC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the GTLNC Bylaws. The Bylaws are available at our Board meetings and our website [www.gtlnc.org](http://www.gtlnc.org)

**SERVICIOS DE TRADUCCION**

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Robyn Allyn, Secretary de la Mesa Directiva, por correo electrónico [Louis.Schillace@gtlnc.org](mailto:Louis.Schillace@gtlnc.org) para avisar al Concejo Vecinal."

**NOTICE TO PAID REPRESENTATIVES**

If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)