

Fallon Milligan – Chair, Lake View Terrace  
Judi Trujillo – Vice Chair, La Tuna Canyon  
Cindy Bloom – Shadow Hills  
Julie Tarnawski – Shadow Hills  
Owynn Lancaster – Shadow Hills



**Foothill Trails District Neighborhood Council**  
**COMMUNICATIONS & OUTREACH COMMITTEE Meeting Minutes**  
**September 28th, 2020**

**Via ZOOM**

1. Call to order: ***The meeting was called to order at 7:17pm. Committee members Judi, Cindy Julie, Owynn and Fallon were in attendance, constituting a quorum.***
2. Opening Statement by Chair: ***Fallon welcomed everyone to the Zoom meeting, Lisa Johnson was also in attendance.***
3. Presentation/Discussion/Possible Action to fill any vacant committee seats: ***None***
4. Reports by Public Representatives: ***None***
5. Public Comment (*limited to 3 minutes each*): ***None***
6. Presentations by Community Groups/Organizations (*limited to 5 minutes each*) – ***Maria Leonido, Community Engagement Coordinator with Neighborhood Housing Services of Los Angeles County gave a presentation on the organization. Outreach to post info on our social media to promote their services. Open to the idea of working together at future Outreach events when possible.***
7. New Website — ***Discussed payment issues with old site holding up launch date, hopefully to be settled soon and new site launched asap. Discussed email marketer campaign to be tabled until new website is launched and in use.***
8. 2021 Calendar – ***Discussed moving forward with this. Judi motioned, Owynn seconded, passed unanimously to ask General Board for not more than \$3000 to do a 2021 FTDNC Community Calendar project similar in scope to the 2020 Calendar. Fallon to make a flyer for the photo submission contest and to launch this on Oct 1<sup>st</sup>. Pricing discussed from new printers with actual quotes to be presented at next meeting.***
9. Masks: Discussion/ Possible Plan of Action about Masks for community distribution. ***Presentation of proposals from Cindy & Lisa for various vendors. Discussed possible budget, how to distribute to community safely, based on current DONE requirements for all events. Discussed moving forward with local vendor Mean Stitching and getting pricing for 500 masks. Lisa to see / get actual sample of mask from this vendor. If in agreement with quality, to present at Budget meeting a proposal for custom masks, and if passed by Budget to present at next General Board.***
10. ***Discussion led by Kevin Davis on new collateral to promote FTDNC including banners for local businesses and schools, in general of FTDNC and with an eye towards 2021 elections. Tabled for the moment as other projects (website, calendar, masks, email marketing) are in progress.***
11. Open discussion from committee members and the floor on upcoming events, outreach ideas, etc ***None as consensus is, we have enough going on at the moment with Outreach.***

12. Approval of August 24<sup>th</sup> Meeting Minutes – ***Judi motioned, Cindy seconded, minutes unanimously approved.***
12. Set date of next Outreach Committee Meeting for ***October 26th.***
14. Adjournment: ***Meeting adjourned at 8:44pm***

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