

CITY OF LOS ANGELES

CALIFORNIA

**ANTONIO R. VILLARAIGOSA
MAYOR**

WESTWOOD NEIGHBORHOOD COUNCIL OUTREACH AND COMMUNICATIONS MEETING

Jerry's Restaurant & Deli
Second Floor Meeting Room
10825 Weyburn Avenue
Westwood Village

Thursday, October 6th, 2011 5:00 PM
www.wwnc.org

The public is requested to fill out a **"Speaker Card"** to address the Committee on any agenda item before the Committee takes action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Committee's jurisdiction will be heard during "General Public Comments." No individual speaker will be allowed more than 2 minutes, subject to the discretion of the Chair. Agenda items are subject to board action. The agenda is posted for public review at: Sterling Cleaners, 1600 Westwood Blvd., Damoka Gallery, 1424 Westwood Blvd., Print-Run, 950 Gayley Ave., Westwood Public Library, 1246 Glendon Ave., and on the walkway between Bunche Hall and Public Policy on the UCLA campus.

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Agenda

General Discussion on:

- 1). Call to order (Lisa Chapman), roll call of Outreach Committee Members
- 2). Discussion of website technical issues and their resolution plan of action
- 3) Discussion and assignment of website duties amongst WWNC Outreach committee
- 4). Email distribution lists (how to effectively build this list), newsletter updates and exploring other avenues for disseminating community information, updates and emergent information.
- 5). Building a good and accurate calendar of all Westwood and surrounding areas community events.
- 6). Discussion of appropriate website information and events to post
- 7). Exploring ways and ideas to promote our website.
- 8). General questions and concerns for Outreach
- 9). Next meeting / possible dates
- 10). Adjourn