

Neighborhood Council Budget Advocates 2018-19 – Meeting #14 Revised Agenda

Neighborhood Empowerment Office, City Hall
200 North Spring Street, Suite 2005, Los Angeles, CA 90012
Monday, February 4, 2019 – 7 pm

* if needed, call DONE (213) 978-1551 to request parking

To access as a conference call, dial-in #: (712) 775-7031 / Access Code: 519-656-825

ONLY if absolutely necessary (ill, out-of-state) and MUTE your phone unless talking

1. Call to order
2. Roll Call
3. Public Comment (max 2 minutes per person, max 10 minutes in aggregate)
4. Discussion and approval of minutes from Meeting #13 (January 19th).
5. Treasurer's report
 - (a) Discussion and approval of Treasurer's report for the current period
6. White Paper
 - (a) Motion to approve current draft of the White Paper and reports
 - (b) Status White Paper cover
 - (c) Status presenting the White Paper to the Mayor
 - (d) Plans to hold press conference on White Paper
 - (e) Plan to place and promote the White Paper through media outlets
 - (f) Adapting reports for City Watch articles
 - (g) Adapting reports for presentation to the City Council's Budget and Finance Committee
7. Outreach
 - (a) Motion to reissue Budget Advocate Report Card with added question in both English and Spanish and a cut-off date of April 1st
 - (b) Motion to approve up to \$500 to print cards in English and Spanish with a link to the Report Card and the Budget Advocates' White Paper
 - (c) Assignments to handle revisions, translations, cards, distribution, promotion
 - (d) Status Budget Advocate Town Halls – dates, locations, agendas, logistics (food, advertising, parking, etc.)
 - (e) Discussion and possible motion to engage a PR firm to prepare press releases for the Budget Advocates and place them as needed
 - (f) Discussion and possible motion to approve up to \$3,000 for TV and radio spots
 - (g) Motion to approve up to \$800 for a digital camera and accessories to record the Town Halls and future Budget Advocate events

- (h) Motion to approve up to \$500 to hire someone to collate the Budget Advocates' White Paper recommendations for the past five years so these can be submitted to the CAO for a report-back on their current status and to create a matrix for future reference
 - (i) Best practices in working through Budget Representatives to effectively communicate our messages and requests to the Neighborhood Councils
 - (j) CityWatch articles
8. Bylaws Committee plans
 9. Grayce Liu to respond to Budget Advocates questions on support from DONE
 10. Housekeeping
 - (a) Updating list of Budget Representatives, discussion of recruitment where needed
 - (b) Suggestions for Budget Advocates in Regions 5 and 9
 11. New Business
 12. Adjournment

Our next meeting will be at 10 am on Saturday, February 16th at the West LA Municipal Building.