

**Special Outreach Committee
Minutes
Thursday, May 21, 2026**

Draft

IN CONFORMITY WITH THE JANUARY 1, 2026 ENACTMENT OF CALIFORNIA SENATE BILL 707 (DURAZO) AND LA CITY COUNCIL FILE 23-1114, THE SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED VIRTUALLY.

1. WELCOMING REMARKS

- a. Call to Order, Melissa Sagastume, 7:03 pm. There are budget requests that need to be addressed; this is the focus of the meeting.
- b. Roll Call. Present (Board): Melissa Sagastume (Chair), Sherry McCoy, Karen Moran, Leny Freeman, Dante Calvo. Absent: Mark Seigel. Present: Barry Glover (Board member and Treasurer).

2. CHAIRPERSON'S REPORT

- a. 4th of July Parade Update. Melissa noted that the 4th of July Parade may not happen and is trying to get more information, primarily from Sabrina at American Legion. Melissa inquired about past votes allocating funding for the Parade. Karen pointed out two votes that were taken at the General Board meeting on 3/11/2026. One was for \$500 for decorating the STN float and the second was up to \$3,000 for "for sponsorship of the Sunland-Tujunga Shadow Hills Rotary Club Fourth of July Parade and related events." It was felt that the words "and related events" would suffice to give the funding to the alternate Sunland Park event if the parade didn't happen. The \$500 was specific for the Parade, however.

3. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS. None.

4. ADMINISTRATIVE ITEMS

- a. Review and Adoption of Outstanding Minutes. Leny made a motion to approve the minutes; Melissa seconded. A vote was taken which approved the minutes.
- b. Budget review. Barry discussed the budget and roll-over. Some final information is needed for the complete budget and roll-over at this time looks like \$10,000. Barry noted that we have more than \$10,000 and Melissa suggested the delta could be spent on hand-out materials.

5. OLD BUSINESS

- a. Update on Community Survey. Ways to get the survey to the public were discussed. Dante has a QR code in the STNC Newsletter and demonstrated that it works. Sherry questioned if the survey should be on the stnc.org website to encourage familiarization with the website. Social media was discussed as another way to get the survey to the community.
- b. Pop Up Events at various restaurants or coffee shops. Comments from Melissa, Sherry and Leny - Pena's Tacos and IHop are potential sites for future events.

6. NEW BUSINESS (Discussion and Possible Action)

- a. Upcoming events:
 - i. Storage Clean Up Update. A brief discussion was held about the status of the storage shed (new and old) with remarks by Leny, Melissa and Sherry. Melissa said that the current unit would be empty by the end of the month if it meant temporary storage needed to be identified for anything that would go to salvage or back to the City. Some tables and chairs would be kept in the new storage unit, some in the NVCH storage area and many chairs returned to the City. There was an excess of chairs from the time when STNC meetings were held at the NVCH. Melissa noted that paperwork with any personal information on it (e.g. addresses, phone numbers) needs to be shredded. ST Forward plans to borrow a number of tables and chairs for their Pride event. Melissa will meet with Ricardo (monthly meeting) tomorrow and can discuss details about the storage unit and

returning items to the City. Melissa will send out an email to the Board for volunteers to help final clearance of the current storage unit.

- ii. Verdugo Hills Pool Movie Night - June 6th
 - iii. 4th of July Parade - Float Decorating Ideas & Volunteer Organizing. Already discussed.
 - iv. National Night Out - August 4th. Per Melissa, NNO has been requested through Ricardo's Office. Melissa noted that Ross said he didn't submit an Event Request for NNO last year. Barry asked if the City planned to charge for street closure based on other recent policies. Melissa shared that Ricardo said expenses would be around \$3K.
 - v. Sherry had a question about the upcoming election and if STNC could put up a table and/or pass out cards with info about STNC on them. Leny thought it should be ok, if not partisan and that we might have to maintain a certain distance from the voting itself.
- b. June STNC Newsletter - items/ideas for inclusion. Dante asked if anyone had ideas for the June newsletter. Promoting NNO was one suggestion.
 - c. Request of \$100 for Annual Canva License. We use this for social media, newsletters, and flyers. Here's a link to templates from DONE. Dante made a motion and Sherry seconded it. A vote was taken which passed.
 - d. Requests for possible future agenda items. None.
7. **Next Outreach Meeting:** Thursday, June 18th at 7:00 PM, in person. Locations were discussed for this in-person meeting and Pena's Tacos was felt to be the right choice. They close at 8pm.
8. **ADJOURN. 7:34pm.**