

1. Make sure everyone is muted

2. Make sure everyone has video

3. Make Co-hosts

4. Opening statement

Opening statement

Good evening everyone. Welcome to the meeting of the Tarzana Neighborhood Council Animal Welfare Committee. Today is November 18, 2021.

My name is Jeffrey Mausner and I am the Chairman of the TNC Animal Welfare Committee. I will be chairing the meeting tonight.

Matthew Clark, one of our Committee members, will act as co-host. He will assist when it is time for public comment by helping to unmute participants who wish to speak. Once the speaker has finished their comments, he will help to re-mute them.

For everyone listening to our meeting, all attendees have been muted and will be unmuted when called upon to give public comment

During the meeting tonight, we will discuss the items listed on the meeting agenda in numerical order, or letter order, unless I receive a request from a board member to take an item out of order.

At the time an agenda item is announced for discussion, if any board member has a conflict of interest, the board member should identify the general nature of the conflict, indicate that he or she is recusing him or herself from participating in the matter, and leave the meeting session during the duration of the discussion of the item.

Before we decide on any item, members of the public will have an opportunity to provide comments on the item under consideration.

When the agenda item is open to public comment the following steps must be completed to be recognized by the co-host or me. For telephone

attendees press star (*) 9 on your dial pad, and for computer users, in the Zoom window, click the “raise hand” option. We will see all who indicated that they would like to comment and will allow comments on a first come first serve basis as time allows. Comments will be limited to 2 minutes unless another time is indicated. When asked, please conclude your remarks.

For Public Comment Time limitations. Public comment by any one individual, exclusive of General Public Comment, shall be limited to a total of six (6) minutes per meeting and no more than two (2) minutes per agenda item. Public comment on any agenda item shall be allocated in one (1) minute increments. In no event shall time be allocated for less than one (1) full minute. The preceding time limitations are subject to adjustment by the presiding officer in conformity with the Brown Act.

If you have a general comment on an item that is not listed on the agenda, you may provide your comment during the “General Public Comments” portion of the meeting. General Public Comment is limited to 3 minutes maximum. No individual speaker will be allowed more than 3 minutes during General Public Comment, unless the presiding officer decides differently.

General public comment should be directed to the Board rather than to individuals. Please understand there are applicable laws that limit the actions we may take during tonight’s meeting; thus, we may be legally prohibited from acting on a concern that you have expressed. However, your concern may become the topic of discussion at a future board meeting after we have had the chance to list the item on the agenda.