

**SILVER LAKE
NEIGHBORHOOD
COUNCIL
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Charles Herman-Wurmfeld
VICE-CHAIR
Ted Adams
TREASURER
Georgene Smith-Goodin
SECRETARY
Teresa Sitz

CITY OF LOS ANGELES
CALIFORNIA



**SILVER LAKE
NEIGHBORHOOD COUNCIL**

Serving the Silver Lake
Community Since 2003

EMAIL: board@silverlakenc.org
PHONE: (323) 413-SLNC (7562)
URL: www.silverlakenc.org

**JOINT SPECIAL MEETING
OF THE GENERAL BOARD
AND THE
INFORMATION TECHNOLOGY
COMMITTEE**

MAIL
PO Box 26385, LA CA 90026

A G E N D A*

WORD PRESS WEBSITE TRAINING**

Saturday, October 4, 2014
3:00pm—4:00pm
Silver Lake Library
2411 Glendale Blvd. L.A., CA 90039

Karina Andrade Co-Chairs Joe Malone

1. Call to Order & Roll Call (3 minutes) 3:00 pm
2. Public comments on non-agenda items (3 minutes) 3:03 pm
3. Website Training (50 min) 3:06 pm
 - A. Learn how to use your username/password to log-in, upload, post, publish and edit website entries
 - B. Question and Answer period
4. Agenda Items for next IT meeting (2 minutes) 3:56 pm
5. Announcements 3:58pm
6. Adjournment 4:00 pm

*This meeting is noticed out of an abundance of caution with the Brown Act to allow multiple members of the board to attend and participate, if desired. The purpose of the meeting is to conduct a training on Website Procedures. There will be no board action taken at this meeting. All recommendations for board action will be sent to the full board for determination.

**This training session is a repeat of the training session conducted on September 29, 2014.

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the SLNC Secretary, at (213) 375-8836, toll-free at 311, or e-mail Teresa.Sitz@silverlakenc.org.

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting, may be viewed at our website by clicking on the following link: www.silverlakenc.org, or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Teresa.Sitz@silverlakenc.org



**The Silver Lake Neighborhood Council
Information Technology Committee
is hosting a**

WORD PRESS

TRAINING SESSION # 2*

Bringing your own laptop is helpful but not required.

Bring your username and password for the SLNC word press website and learn how to:

- ✓ Post your committee agendas/minutes
- ✓ Edit your postings
- ✓ Add events to the news page

*Training will be conducted by Karina Andrade & Joe Malone
IT Committee Co-Chairs*

When: Saturday, October 4, 2014
3:00 pm – 4:00 pm

Where: Silver Lake Library
2411 Glendale Blvd.
Los Angeles, Ca. 90039

*training session is a repeat of 9/29/14 session