



**CITY OF
LOS ANGELES
CALIFORNIA**



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WEST HILLS NEIGHBORHOOD COUNCIL
GOVERNMENT RELATIONS COMMITTEE OPERATING RULES
Approved AUGUST 7, 2025

"The mission of the WHNC Government Relations Committee is to interface with local, state and federal agencies and officials and bring recommendations to the Board to protect and promote the welfare of West Hills and Los Angeles."

The Chair(s) of the Government Relations Committee are:
Brenda Citrom, Kim Koerber, Joanne Yvanek-Garb,

Additional officer(s) appointed by the Chair(s):
Secretary Brad Vanderhoof

This committee has no fixed number of seats.

Members of this committee shall be appointed or removed by (agreement of) the Chair(s).

This committee currently consists of 8 members who are:

Faye Barta	Brenda Citrom	Glenn Jennings	Kim Koerber	Saif Mogri
Joan Trent	Brad Vanderhoof	Joanne Yvanek-Garb		

A quorum of this committee is currently 5 members.

All meetings, discussions, and communications pertaining to the business of this committee shall be conducted in compliance with the Brown Act.

This committee shall abide by the WHNC Code of Civility. This code shall apply to all committee members, whether they are members of the WHNC Board or not.

The committee will meet on the 3rd Monday of the month at 7:30 PM unless rescheduled.

The following rules may be amended at any regular meeting of the Committee by a majority vote of the members present provided possible action on the committee operating rules is announced in the agenda.

1. WHNC Board members and WHNC stakeholders are eligible to serve on this committee.
2. Voting rights shall be accorded to committee members only.
3. For this committee "serving actively" is defined as:
 - A. attending regular committee meetings
 - B. participation in and contribution to discussions
 - C. accepting tasks or assignments to support committee objectives
4. The writing and posting of agendas shall be the responsibility of the Co-Chairs.
5. The taking and posting of minutes shall be the responsibility of the Co-Chairs.
6. Committee members must not miss more than four (4) meetings in a 12-month period. Excessive absences may be grounds for dismissal from the committee.
7. The Committee shall take official action by a simple majority of yes and no votes cast by the committee members present at a duly noticed regular or special Beautification Committee meeting, not to include abstentions. There shall be no proxy voting.
8. Committee members including officers shall not claim to be, or give the impression of, speaking or communicating by any means on behalf of the WHNC without approval from the Board.
9. Committee members including officers shall not make any representations to or requests of the Board or any other agency, on behalf of the Committee, without approval from the Committee.
10. The parliamentary process is to be governed by "Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century."