



CITY OF
LOS ANGELES
CALIFORNIA



P.O. BOX 4670, WEST HILLS, CA 91308
WWW.WESTHILLSNC.ORG
MAIL@WESTHILLSNC.ORG

WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND BYLAWS COMMITTEE ONLINE AND TELEPHONIC MEETING AGENDA

Thursday, January 28, 2021 at 7:00 p.m.

This meeting of the West Hills Neighborhood Council Bylaws Committee will be conducted online via Zoom Webinar and telephonically. All are invited to attend and participate.

To attend online via Zoom Webinar, paste the following link into your browser:

<https://zoom.us/j/97472290319>

To call in by phone, dial toll-free 833-548-0276, then punch in this Webinar code when prompted: 97472290319#.

This meeting is open to the public. Comments on matters not on the agenda will be heard during the Public Comment period. Those who wish to speak on an agenda item will be heard when the item is considered.

1. Call to Order
2. Approval of September 2020 Minutes
3. Possible Action to Add Committee Members with New Members Eligible to Vote Immediately
4. Comments from the Chairs
5. Public Comment
6. Discussion and Possible Action on Standing Rules for Vacancy Committee Selection
Sample Proposed Standing Rule for Article 5, Section 6, Part A
In selecting the members for the committee, the President shall give first consideration to eligible Board members who express interest and who did not serve on the last previous Bylaws Ad Hoc Committee or the last previous Election Ad Hoc Committee. To be considered eligible a Board member must be current in all required neighborhood council training.
7. Discussion and Possible Action on Standing Rules Concerning the Number of Seats and Procedure for Filling Seats for Standing Committees
Sample Proposed Standing Rule for Article 5, Section 5
All committees shall have self-written ~~standing~~ operating rules that shall include:
 - A. *Criteria for membership and voting in the committee*
 - B. *Definition of what "serving actively on at least one committee" means for the committee*

C. Other rules of operation, if any

Add paragraph D. There shall be no limit on the number of board members for all Standing Committees. Any board member in good standing may request membership if that member has attended at least three (3) previous meetings of the committee.

Additional suggestion – Committee Chairs shall not deny committee membership to any Board member who requests to join the committee.

8. Discussion and Possible Action on Limiting the Number of Standing Committees on which a Board Member can be a Voting Member
9. Discussion and Possible Action on Standing Rules for Training Requirements for Voting Eligibility
10. Discussion and Possible Action on a Bylaws Amendment Establishing Term Limits for WHNC Board Officers
 - a. All officers or a subset of officers?
 - b. When does the clock start on counting terms (or number of years)?
 - c. How are partial terms counted?
 - d. Is this a hard limit or does it apply only to consecutive terms?
11. Discussion and Possible Action on a Bylaws Amendment Establishing a Minimum Length of Board Service Required to be Eligible to Serve as a Board Officer

Example – To be eligible for nomination for the Office of President of the WHNC Board of Directors a Board member must have been a member of the WHNC Board for two (2) years.
12. Discussion and Possible Action on Standing Rules Concerning Operating Procedures in the Event of a Natural Disaster or other Emergency
13. Discussion and Possible Action on Standing Rules in the Event a Board Member Can No Longer Serve
14. General Discussion of Proposals for Bylaws or Standing Rules Amendments
15. Adjournment - The next scheduled meeting of this committee is TBD.

Public input at Neighborhood Council meetings: When prompted by the presiding officer, members of the public may address the committee on any agenda item before the committee takes an action on the item by punching in *9 (if calling in by phone) or by clicking on the “raise hand” button (if participating online through Zoom) and waiting to be recognized. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on matters not appearing on the agenda that are within the committee’s jurisdiction will be heard during the General Public Comment period. Please note that under the Ralph M. Brown Act, the committee is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future committee meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of said committee.

Notice to Paid Representatives - If you are compensated to monitor, attend, or speak at this meeting, city law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 et seq. More information is available at ethics@lacity.org. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

Public Posting of Agendas: WHNC agendas are posted for public review at Shadow Ranch Park, 22633 Vanowen St., West Hills, CA 91307 or at our website, www.westhillsnc.org. You can also receive our agendas via email by subscribing to the City of Los Angeles Early Notification System at www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index

The Americans With Disabilities Act: 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, assistive listening devices and other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least three business days (72 hours) prior to the meeting you wish to attend by contacting via email NCsupport@lacity.org or calling (213) 978-1551. If you are hearing impaired please call 711.

Public Access of Records: 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 the meeting where such writing was considered or by contacting the WHNC's executive director via email at michelle.ritchie@westhillsnc.org Requests can be made for a copy of a record related to an item on the agenda.

Reconsideration and Grievance Process: For information on the WHNC's process for board action reconsideration, stakeholder grievance policy or any other procedural matters related to this Council, please consult the WHNC Bylaws. The Bylaws are available at our website, www.westhillsnc.org