



## CITY OF LOS ANGELES CALIFORNIA

### SILVER LAKE NEIGHBORHOOD COUNCIL

**CO-CHAIRS**  
Heather Carson  
Anne-Marie Johnson  
**VICE CHAIR**  
Jerome Courshon  
**TREASURER**  
Patty Jausoro  
**SECRETARY**  
Scott Plante



### SILVER LAKE NEIGHBORHOOD COUNCIL

Serving the Silver Lake  
Community Since 2003

**EMAIL:** [board@silverlakenc.org](mailto:board@silverlakenc.org)  
**PHONE:** (323) 413-SLNC (7562)  
**URL:** [www.silverlakenc.org](http://www.silverlakenc.org)

**MAIL**  
PO Box 26385, LA CA 90026

#### SILVER LAKE NEIGHBORHOOD COUNCIL BOARD MEMBERS

**AT-LARGE REPS:** Heather Carson / Jerome Courshon / Glenn Harrell / Patty Jausoro/ Anne-Marie Johnson / Scott Plante / Antonio Stifano

**REGIONAL:**(1) Jia Gu & Douglas J. Loewy (2) Barbara Ringuette & Elizabeth Torres (3) Adam Somilleda & Nicolas Somilleda  
(4) Rusty Millar & Tracey Woolfolk (5) Bob Lisauskas & Caroline Pham (6)Betsy Smith Isroelit & Taryn Poole (7)Stacey Boucher & Terrence Jackson

## BYLAWS AND STANDING RULES COMMITTEE AGENDA

Thursday, June 23, 2016  
6:30-7:50pm.

Chair: Heather Carson  
Silver Lake Branch Library  
2411 Glendale Blvd, Los Angeles, Ca 90039  
Parking, Bike, Metro Bus 92

The City's Neighborhood Council system enables civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of volunteer stakeholders who are devoted to the mission of improving our communities and bringing government closer to us.

The Committee does not take action on behalf of the full Neighborhood Council Board. It considers proposals and forwards Committee-approved recommendations as proposed motions to the full Board. The Board will then consider the Committee's recommendations at a future public Board meeting and may take final action on the recommendations.

1. **WELCOMING REMARKS** (5min)
  - a. Call to Order
  - b. Committee roll call (A quorum of at least three members present is required to hold official Committee meetings.)
  - c. Self-Introductions of guests (Please sign-in! It is voluntary, and will help us stay in touch with you.)
  
2. **GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS:** (10 minutes)  
Comments from the public on non-agenda items within the Committee's jurisdiction (Up to two minutes per speaker)

3. **ADMINISTRATIVE ITEMS:** (5 minutes)

- a. Election of new Co-Chairs
- a. Review and Adoption of Minutes - [03-17-15 Meeting Minutes](#)

4. **MOTIONS & RESOLUTIONS:** (45 minutes)

- a. **For Discussion and Possible Action:** Shall the Bylaws & Standing Rules Committee consider amending **Article XIII Amendments** by deleting the current bylaw and replacing it with the language from the *February 2014 NEIGHBORHOOD COUNCIL BYLAWS TEMPLATE LANGUAGE* as follows:

**Article XIII Amendments**

*A. Any Board member may propose an amendment to these Bylaws by requesting that the Secretary place the item on the agenda.*

*B. Any Stakeholder may propose an amendment to these Bylaws during the public comment period of a regular Council meeting.*

*C. Any proposal to amend the Bylaws shall be formalized in writing and will either be forwarded to a Bylaws Committee to review and to provide recommendations to the Board or noticed on the agenda for public discussion and Board vote at the next regular Council meeting.*

*D. An amendment to these bylaws requires a [select one]  two-thirds OR  simple majority vote of the Board members present at a duly noticed general or special meeting. All changes shall then be forwarded to the Department for review and approval.*

*E. Amendments shall not be valid, final or effective until approved by the Department. Once approved, any changes in the Bylaws shall become effective immediately.*

- b. **For Discussion and Possible Action:** Shall the Bylaws & Standing Rules Committee consider amending **Article V Section 7: Absences** by deleting the current bylaw and replacing it with the following:

**Article V Section 7: Absences**

*Any Board Member who misses 4 regularly scheduled Neighborhood Council Governing Board Meetings during any twelve (12) month period will be automatically considered for removal by the Board. Each Council Board Member absence shall be recorded in the Council's Meeting Minutes or other manner of Council record keeping, and that, upon missing the required number of Board Meetings for consideration of removal, the Board Member will be notified by the Council Secretary.*

5. **COMMITTEE MEMBER COMMENTS/ANNOUNCEMENTS:** (5 minutes)

- a. Co-chairs
- b. Members

6. **REQUESTS/MOTIONS FOR FUTURE AGENDA ITEMS:** (10 minutes)

7. **ADJOURNMENT**

Time allocations for agenda items are approximate and may be shortened or lengthened at the discretion of the Co-chairs.

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – The public is requested to fill out a “Speaker Card” to address the Board/Committee on any agenda item before the Board/Committee takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board’s jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board/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 Board/Committee meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer.

**PUBLIC POSTING OF AGENDAS** – Silver Lake Neighborhood Council agendas are posted for public review as follows:

- Mornings Nights Cafe, 1523 Griffith Park Blvd, Los Angeles, CA 90026
- [www.SilverLakeNC.org](http://www.SilverLakeNC.org)
- You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at: <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

**THE AMERICAN 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 3 business days (72 hours) prior to the meeting you wish to attend by contacting the SLNC Secretary, at (213) 375-8836 or email [secretary@silverlakenc.org](mailto:secretary@silverlakenc.org).

**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 Mornings Nights Cafe, 1523 Griffith Park Blvd, Los Angeles, CA 90026, at our website: [www.silverlakenc.org](http://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 the SLNC Secretary, at (213) 375-8836 or email [secretary@silverlakenc.org](mailto:secretary@silverlakenc.org).

### **RECONSIDERATION AND GRIEVANCE PROCESS**

For information on the Silver Lake Neighborhood Council’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the SLNC Bylaws. The Bylaws are available at our Board meetings and our website <http://silverlakenc.org/about/bylaws/>

### **SERVICIOS DE TRADUCCION**

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a the SLNC Secretary, al (213) 375-8836 o por correo electrónico [secretary@silverlakenc.org](mailto:secretary@silverlakenc.org) para avisar al Concejo Vecinal.



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### REQUEST FOR AGENDA ITEM SEEKING APPROVAL

**Date:** June 20, 2016

**Name/Committee:** Heather Carson

**The Amendment:**

The Bylaws Committee moves to amend **Article XIII Amendments** by deleting the current bylaw and replacing it with language from the February 2014 NEIGHBORHOOD COUNCIL BYLAWS TEMPLATE LANGUAGE as follows:

**Article XIII Amendments**

- A. Any Board member may propose an amendment to these Bylaws by requesting that the Secretary place the item on the agenda.
- B. Any Stakeholder may propose an amendment to these Bylaws during the public comment period of a regular Council meeting.
- C. Any proposal to amend the Bylaws shall be formalized in writing and **will either be forwarded to a Bylaws Committee to review and to provide recommendations to the Board or** noticed on the agenda for public discussion and Board vote at the next regular Council meeting.
- D. An amendment to these bylaws requires a ~~[select one]~~  ~~two-thirds~~ **OR**  ~~simple majority~~ vote of the Board members present at a duly noticed general or special meeting. All changes shall then be forwarded to the Department for review and approval.
- E. Amendments shall not be valid, final or effective until approved by the Department. Once approved, any changes in the Bylaws shall become effective immediately.

**Describe the proposed change in detail:**

**Current Bylaw:**

***Article XIII Amendments***

*Any Stakeholder may propose an Amendment, providing the Stakeholder has a petition signed by at least one (100) Stakeholders supporting this Amendment. The Board may also propose Amendments by majority vote.*

*The proposed Amendment must be in writing, provide supporting arguments, and be presented for placement on the agenda of the next regular Board meeting for discussion.*

*The Amendment must be distributed at least fourteen (14) days before the meeting. The Secretary of the Board will prepare a summary of the discussion on the amendment for distribution to the Community.*

*The Board will make the proposed Amendment, together with supporting or opposing arguments, available to the Community at least fourteen (14) days before a meeting to decide the matter. The Amendment must be approved by a two-thirds (2/3) vote of the Board members present.*

*Within fourteen (14) days after an Amendment is approved, a Bylaw Amendment Application must be submitted to the Department along with a copy of the existing Bylaws for review and approval by the Department.*

**Proposed Amendment:**

***Article XIII Amendments***

*A. Any Board member may propose an amendment to these Bylaws by requesting that the Secretary place the item on the agenda.*

*B. Any Stakeholder may propose an amendment to these Bylaws during the public comment period of a regular Council meeting.*

*C. Any proposal to amend the Bylaws shall be formalized in writing and will either be forwarded to a Bylaws Committee to review and to provide recommendations to the Board or noticed on the agenda for public discussion and Board vote at the next regular Council meeting.*

*D. An amendment to these bylaws requires a two-thirds vote of the Board members present at a duly noticed general or special meeting. All changes shall then be forwarded to the Department for review and approval.*

*E. Amendments shall not be valid, final or effective until approved by the Department. Once approved, any changes in the Bylaws shall become effective immediately.*

The City Attorney suggested we amend our current bylaw as the current language is very confusing. There is a slight modification in item C from the Template to allow for amendments to go to a Bylaws committee first or directly to the Board. This amendment also allows for a Special Meeting if that was necessary. It also frees up the process for Board Members or Stakeholders to propose bylaw amendments.

**What is the timeline for the project?** Amendments shall not be valid, final or effective until approved by the Department. Once approved, any changes in the Bylaws shall become effective immediately.

**How will this motion be implemented, and by whom?** Within fourteen (14) days after an Amendment is approved, a Bylaw Amendment Application must be submitted to the Department by the Secretary along with the Bylaw Sections with proposed changes for review and approval. Once approved, the Secretary will update the Bylaws on the website.



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**REQUEST FOR AGENDA ITEM SEEKING APPROVAL**

**Date:** June 20, 2016

**Name/Committee:** Heather Carson

**The Amendment:**

The SLNC moves to amend **Article V Section 7: Absences** from "See Section 9" as written now, to adopting language from the *February 2014 NEIGHBORHOOD COUNCIL BYLAWS TEMPLATE LANGUAGE* as follows:

**Article V Section 7: Absences** - Any Board Member who misses 4 regularly scheduled Neighborhood Council Governing Board Meetings during any twelve (12) month period will be automatically considered for removal by the Board. Each Council Board Member absence shall be recorded in the Council's Meeting Minutes or other manner of Council record keeping, and that, upon missing the required number of Board Meetings for consideration of removal, the Board Member will be notified by the Council Secretary.

AND:

to delete **Article V Section 9: A. Removal by the Board.**  
5. Four (4) unexcused meeting absences within a one (1) year period of time.

**Describe the proposed change in detail:**

**Current Bylaw:**

**Article V Section 7: Absences**  
See Section 9

**Proposed Amendment:**

**Article V Section 7: Absences** - Any Board Member who misses 4 regularly scheduled Neighborhood Council Governing Board Meetings during any twelve (12) month period will be automatically considered for removal by the Board. Each Council Board Member absence shall be recorded in the Council's Meeting Minutes or other manner of Council record keeping, and that, upon missing the required number of Board Meetings for consideration of removal, the Board Member will be notified by the Council Secretary.

**Current Bylaw:**

**Article V Section 9: A. Removal by the Board.**

5. Four (4) unexcused meeting absences within a one (1) year period of time.

**Proposed Amendment:**

**Article V Section 9: A. Removal by the Board.**

5. Delete

Currently the rule is that 4 unexcused absences is a reason for removal. As written, that implies you could have 12 *excused* absences in a one year period and still remain on the Board. Currently it is harder to stay a member of the Urban Design Committee than the Governing Board. With over 50 candidates in the last election, we have no shortage of people interested in serving - unlike some other Neighborhood Councils. Recent vacancies by Board Members had no trouble being filled right away.

**What is the timeline for the project?** Amendments shall not be valid, final or effective until approved by the Department. Once approved, any changes in the Bylaws shall become effective immediately.

**How will this motion be implemented, and by whom?** Within fourteen (14) days after an Amendment is approved, a Bylaw Amendment Application must be submitted to the Department by the Secretary along with the Bylaw Sections with proposed changes for review and approval. Once approved, the Secretary will update the Bylaws on the website. The 12 month period will commence with the month the amendment is approved by the City Attorney.