



P.O. Box 26385
Los Angeles, California 90026

Phone 323-413-SLNC (7562)
Email board@silverlakenc.org
www.silverlakenc.org

Co-Chairs
Vice Chair
Treasurer
Secretary

Heather Carson
Anne-Marie Johnson
Jerome Courshon
Patty Jausoro
Scott Plante

BYLAWS AND STANDING RULES COMMITTEE

January 25, 2017, 6:30pm-8:30pm
Laguna Apartments. 4201 Sunset Blvd L.A. 90029 Street Parking

A G E N D A

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 consider the Committee's recommendations at a future public Board meeting and may take final action on the recommendations.

ALL AGENDA ITEMS ARE ACTIONABLE UNLESS OTHERWISE NOTED.

1. WELCOMING REMARKS: (2 minutes)

- A. Call to order
- B. Committee roll call

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. Review and Adoption of Minutes

4. Motions (60 minutes)

Old Business:

- a. (Johnson) Bylaws IV: Addition of defined language to Article IV regarding the definition of "Stakeholder".
- b. (Johnson) Standing Rule #1 .02 : Reduction of candidates speakers time and clarification of who can ask questions
- c. (Johnson) Standing Rule #1.03: Clarification of the voting process for officers and replacements

5. New Business:

- a.(Elections Committee) Amend Article X, sec 4 with regard to written self-affirmation for live, work or own property stakeholders and documentation for others who declare stakeholder-ship.
- b.(Elections Committee) Amend Article X, sec 6: Composition of the SLNC Elections Committee

6. REQUESTS/MOTIONS FOR FUTURE AGENDA ITEMS: (5 minutes)

7. ADJOURNMENT

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

Serving the Silver Lake Community Since 2003



P.O. Box 26385
Los Angeles, California 90026

Phone 323-413-SLNC (7562)
Email board@silverlakenc.org
www.silverlakenc.org

Co-Chairs
Vice Chair
Treasurer
Secretary

Heather Carson
Anne-Marie Johnson
Jerome Courshon
Patty Jausoro
Scott Plante

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 (323) 413-7562, toll-free at 311, or e-mail secretary@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 secretary@silverlakenc.org.

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
- You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at:
<https://www.lacity.org/your-government/council-votes/subscribe-meeting-agendas/neighborhood-councils>

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 on 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 (323) 413-7562 o por correo electrónico secretary@silverlakenc.org para avisar al Concejo Vecinal.

Serving the Silver Lake Community Since 2003



P.O. Box 26385
Los Angeles, California 90026

Phone 323-413-SLNC (7562)
Email board@silverlakenc.org
www.silverlakenc.org

Co-Chairs
Vice Chair
Treasurer
Secretary

Heather Carson
Anne-Marie Johnson
Jerome Courshon
Patty Jausoro
Scott Plante

Date: Dec 14, 2016

Committee/Requestor: Anne-Marie Johnson

Text of Motion: Moves that the Article IV Stakeholder language in the SLNC Bylaws be better define in order to clarify and codify what and who a stakeholder is in Silver Lake.

Committee Vote: Yes / No

Describe the event or project in detail:

To clarify and codify the description of a Silver Lake stakeholder and to better protect the integrity of the community and the transparency with regard to those who claim a stakeholder position in Silver Lake. As written now, Article IV is at a minimum nebulous and can be easily manipulated and abused by those with special interests goals with regard to involvement in the elections of the SLNC Board.

What is the timeline for the project?

Following DONE Bylaw Amendment policies.

What is the total budget for the project? If this is a funding motion, please submit a completed Funding Request Form to the Treasurer at least 3 days before the Governing Board Meeting.

N/A

From which budget line(s) are the funds to be drawn? N/A

How will this motion be implemented, and by whom? The Board once approved by DONE

Serving the Silver Lake Community Since 2003



P.O. Box 26385
Los Angeles, California 90026

Phone 323-413-SLNC (7562)
Email board@silverlakenc.org
www.silverlakenc.org

Co-Chairs
Vice Chair
Treasurer
Secretary

Heather Carson
Anne-Marie Johnson
Jerome Courshon
Patty Jausoro
Scott Plante

Date: Dec 14, 2016

Committee/Requestor: Anne-Marie Johnson

Text of Motion: Moves revise Standing Rules # 1.02 and #46.04 allocation of speakers time to board officer candidates and/or replacements from three (3) minutes to two (2) minutes and to clarify that only board members are allowed to ask questions of the candidates for five (5) minutes as oppose to ten (10) minutes.

Committee Vote: Yes / No

Describe the event or project in detail:

Revise SR's #1.02 and #46.04 to provide consistency with the amount of time allocated to public comments two (2) minutes and to make it clear that only board members are allowed to ask questions of the candidate for a total of five (5) minutes as oppose to ten (10) minutes in order to expedite the time used for these in-house elections

What is the timeline for the project?

Immediately upon board approval

What is the total budget for the project? If this is a funding motion, please submit a completed Funding Request Form to the Treasurer at least 3 days before the Governing Board Meeting.

N/A

From which budget line(s) are the funds to be drawn? N/A

How will this motion be implemented, and by whom? Board

Serving the Silver Lake Community Since 2003



P.O. Box 26385
Los Angeles, California 90026

Phone 323-413-SLNC (7562)
Email board@silverlakenc.org
www.silverlakenc.org

Co-Chairs
Vice Chair
Treasurer
Secretary

Heather Carson
Anne-Marie Johnson
Jerome Courshon
Patty Jausoro
Scott Plante

Date: Dec 14, 2016

Committee/Requestor: Anne-Marie Johnson

Text of Motion: Moves that regarding SR#1 .03: the election of board officers and/or vacancy replacements, a plurality of votes will suffice for two (2) or fewer candidates for a seat/position and a simple majority vote will suffice for more than two candidates for a seat/position. And to offer the choice of a raised hand or a roll-call vote in order to clearly dispense with these duties.

Committee Vote: Yes / No

Describe the event or project in detail:

The language in SR #1 .03 with regard to process of election is unclear. To make the process of officer elections and/or vacancy replacements, Standing Rule #1 needs to be specific as to the process and the form of voting needed to properly and fairly elect officers and replacements to the Silver Lake Neighborhood Council. To add to the clarity of these elections, the choice of either a vote by the raising of hands or a roll-call vote should be allowed.

What is the timeline for the project?

Immediately following board approval

What is the total budget for the project? If this is a funding motion, please submit a completed Funding Request Form to the Treasurer at least 3 days before the Governing Board Meeting.

N/A

Serving the Silver Lake Community Since 2003



P.O. Box 26385
Los Angeles, California 90026

Phone 323-413-SLNC (7562)
Email board@silverlakenc.org
www.silverlakenc.org

Co-Chairs
Vice Chair
Treasurer
Secretary

Heather Carson
Anne-Marie Johnson
Jerome Courshon
Patty Jausoro
Scott Plante

From which budget line(s) are the funds to be drawn? N/A

How will this motion be implemented, and by whom? By the board

If the motion is supported by the SLNC, (INSERT ACTION HERE)

SR #1:

.03 A vote by show of hands *or roll call vote* will then be taken. *If only two candidate are running for an officer seat, then a **plurality of votes** of board members who vote, wins the seat. If more than 2 candidates are running for an officer seat and no candidate receives a **simple majority** of board members who lodge a vote, then the name of the candidate with the fewest votes will be removed from the list of candidates and if necessary, the voting will proceed. The process will continue until one candidate receives a **simple majority of the votes of those board members voting**. The same process will be repeated for the other co-chair position and for the remaining officer position of vice chair, secretary and treasurer.*

The changes to Article X, Section 6 are aimed to address the following issues raised in our report regarding the composition of the Election Committee:

- Allow Board Members to serve on the Committee, but specify that they or any Stakeholder running for the Governing Board can only serve as non-voting members once they declare their candidacy for the Governing Board;
- Specify that the Committee can consist of more members than just the seven representatives selected by the Board;
- Require that the Board assign a Board Member to serve on the Election Committee;
- Allow the Board or the Election Committee to fill vacancies on the Committee; and
- Permit the Election Committee to function until July 1 preceding the next election.

The proposed amended language to **Article X, Section 6** is as follows:

An Election Committee, consisting of at least seven (7) Stakeholders (one (1) from each Region) will be selected by the Board. Any Stakeholder may vote and serve on the Election Committee unless and until the Stakeholder has declared his or her candidacy for the Governing Board. Board Members who declare their candidacy for the next election of the Governing Board may serve on the Election Committee only as non-voting members through Election Day. Board members may not make up a majority of the Committee.

At least one Board Member selected by the Governing Board shall actively serve on the Election Committee. If that Board Member declares that he or she is running in the next election for the Governing Board, that Board Member shall be a non-voting advisor to the Election Committee.

If there is a vacancy on the Election Committee for one of the seven regional representatives selected by the Board, either the Board or the Election Committee may fill the vacancy. Both the Board and the Election Committee shall actively seek to find a Stakeholder to fill the vacancy for that region.

Serving the Silver Lake Community Since 2003



P.O. Box 26385
Los Angeles, California 90026

Phone 323-413-SLNC (7562)
Email board@silverlakenc.org
www.silverlakenc.org

Co-Chairs
Vice Chair
Treasurer
Secretary

Heather Carson
Anne-Marie Johnson
Jerome Courshon
Patty Jausoro
Scott Plante

The Election Committee will assure that the elections are conducted in a fair and open manner. The Election Committee may continue to function as a committee until July 1 of the year preceding the next election. During such time, the Election Committee may vote for leadership positions just like any other committee of the Neighborhood Council. On July 1 of the year preceding an election, the Election Committee will dissolve, and the Board shall begin to select the seven (7) Stakeholders to serve on the Election Committee for the next election.

The proposed amended language to **Article X, Section 4** is as follows:

Voters who live, work, or own property within the neighborhood council will verify their Stakeholder status through written self-affirmation, with the exception of online voting which will be governed by the City's rules and guidelines. Voters who are a Stakeholder through any other criteria will verify their Stakeholder status by providing acceptable documentation.

Serving the Silver Lake Community Since 2003



P.O. Box 26385
Los Angeles, California 90026

Phone 323-413-SLNC (7562)
Email board@silverlakenc.org
www.silverlakenc.org

Co-Chairs

Vice Chair
Treasurer
Secretary

Heather Carson
Anne-Marie Johnson
Jerome Courshon
Patty Jausoro
Scott Plante



Central San Pedro Neighborhood Council

(Write NC Name)

**2016 Neighborhood Council Election
Voter Registration Form**



IMPORTANT: You must register in order to vote. Please complete and submit to the Registration Desk.

1 PRINT VOTER INFORMATION – Please print your name and information clearly.

First Name: _____ Last Name: _____
Address: _____ City: _____
Phone Number: _____ State: _____ Email: _____

2 ESTABLISH YOUR STAKEHOLDER STATUS – Place an "X" in the appropriate box(es) below in accordance with the ballot(s) you would like to be issued.

I am a Neighborhood Council Voter because:

- I am a resident of the Neighborhood Council and live at the address listed above.
- I own a business or work in the Neighborhood Council at:
Name of Business or Work Place: _____
Business Address: _____ City: _____ ZIP: _____
- I own real property in the Neighborhood Council at:
Property Address: _____ City: _____ ZIP: _____
- I am a community interest stakeholder within the Neighborhood Council boundaries based upon my substantial and ongoing participation in a community organization such as, but not limited to, educational, non-profit and/or religious organization (include organization name and address):
Name of Organization: _____
Business Address: _____ City: _____ ZIP: _____

3 IF APPLICABLE TO YOU, IDENTIFY YOUR DISTRICT/AREA/QUADRANT – Write down the district/area/quadrant you are registered in on the line below:

N/A

4 SIGN DOCUMENT.

I, the undersigned, declare under penalty of perjury that the above statements are true and correct:

Signature: _____ Date: _____

Please return this form to the Registration Desk in order to receive your ballot.