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Treasurer  
GLENN BAILEY  
Sergeant at Arms

## NOTICE AND AGENDA

ENCINO NEIGHBORHOOD COUNCIL  
BY-LAWS COMMITTEE MEETING  
TUESDAY AUGUST 16, 2016

START TIME: 3:00 PM

(Door opens at 2:45 P.M.)

LOCATION: ENCINO WOMEN'S CLUB KITCHEN  
4924 Paso Robles Ave. Encino, CA, 91316

**MEMBERS OF THE PUBLIC WHO WISH TO ASK A QUESTION OR SPEAK UNDER PUBLIC COMMENTS ARE REQUESTED TO FILL OUT A SPEAKER CARD AND PROVIDE IT TO THE CHAIR. Any personal information can be released pursuant to the CA Public Records Act. COMMITTEE MEMBERS ON THE ENC BOARD:**

**Ken Silk\* (Chair), Glenn Bailey\*, Sherman Gamson\*, Varant Majarian\*, Victoria Miller\***

*\* indicates ENC Board Member, \*\*indicates ENC Alternate Board Member*

The public who wish to ask a question or speak under public comments are requested to fill out a form and provide it to the Committee Chair.

**MOTION(S), DISCUSSION(S), AND A VOTE MAY BE TAKEN ON ALL ITEMS POSTED ON THE AGENDA**

At the discretion of the Chair this agenda may be modified as to time slots for agenda items or speakers to accommodate changes at that time

1. Call to Order, Introduction of Committee Members, Verification of Quorum
2. Appointment of Secretary
3. Approval of Minutes of July 22, 2016 meeting:
4. Clarification of inconsistency between using “educational “in Article V Section 1 Paragraph 7 and “Education in Attachment B.
5. Adjustments to titles and qualifications for Elected Organizational Representatives and Alternates.

Consideration of Elected Organizational Representatives and Alternates set forth in By-Laws Article V Section 1 Paragraph A and in Attachment B regarding eligibility for the following seats:

- (i) Educational (also listed as “education”) Representative
- (ii) Park Advocate Environment Representative
- (iii) Religious Organization Institution Representative, and
- (iv) Volunteer Service Group Representative

By amending By-Laws and/or Standing Rules in one or more of the following respects:

- A. Deleting, adding and/or changing the names of institutions that qualify for each of the above named representative seats.
  - B. Requiring, that except as otherwise specifically provided, in order to qualify the institution must be located or regularly meet within the Boundaries of the Encino Neighborhood Council.
  - C. Changing or specifying the name of the relationship someone must have with a qualified institution to be eligible to be a representative.
6. **Clarification of Candidate Eligibility**  
Amend By-Laws Article V Section 1 regarding composition of the Governing Board by adding in the second sentence the following words that are capitalized for emphasis: “Candidates must be an eligible Stakeholder WHO LIVES, WORKS, OR OWNS PROPERTY OR WHO IS A member of an organization...” CONSIDERATION SHALL BE GIVEN TO THE EFFECT OF ARTICLE IV ON STAKEHOLDERS AND IN PARTICULAR ITS REFERENCE TO COMMUNITY INTEREST STAKEHOLDER.
  7. **Clarification of Officer Term Spans**  
Amend Article VI Section 4 regarding officer terms by adding in the first sentence the following word that is capitalized for emphasis: “The Officers shall serve ONE (1) year terms ...”
  8. **Typo Correction Regarding Minimum Voting Age**  
Amend Article X Section 3 regarding minimum voting age in elections to change “aged eighteen ()” to “aged eighteen (18)”
  9. **Clarification of Terminology Regarding Alternates**  
Amend Article X Section 6 regarding election related language to change in the first and next to last sentence the words “Alternate Representatives” to read “Alternates.”
  10. **Update of Language Regarding Board Member Trainings**  
Amend Article XIV Section 2 regarding compliance by required training by changing the words “provided by the City” to “required by the City.”
  11. **Consideration of future meeting dates.**
  12. **Public Comments: Comments from the public on non-agenda items within the Board’s subject matter jurisdiction.**
  13. **Comments from the Committee**
  14. **Adjournment (By 6:00 PM)**

The Encino Neighborhood Council (ENC), is a Certified Neighborhood Council of the City of Los Angeles which ADVISES City, other Governmental Officials’ and the Community on issues or concerns that are affecting the community of ENCINO. The ENC is made up of volunteers who are ELECTED by the community who live, work or otherwise are involved in the community of ENCINO. The ENC also makes appropriations of City Funds for Community Projects and needs as requested and approved by various committees and the general board.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested to fill out a “Speaker Card” to address the Board on any agenda item before the Board 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 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 meeting. Public comment is limited to 2 minutes per speaker per item, unless adjusted by the presiding officer of the Board or Committee.

PUBLIC POSTING OF AGENDAS - ENC agendas are posted for public review as follows: Glass case outside the Encino Chamber of Commerce office at 4933 Balboa Blvd, Encino, Encino-Tarzana Branch Library, Encino Community Center [www.encinonc.org](http://www.encinonc.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>

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 4933 Balboa Blvd., Encino, CA 91316 at our website: [www.EncinoNC.com](http://www.EncinoNC.com) 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 Encino NC Office at (818) 971-6996 or email [ENC@socal.rr.com](mailto:ENC@socal.rr.com)

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 Debra George, Board President, at (818) 971-6996 or email via [enc@socal.rr.com](mailto:enc@socal.rr.com)

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#### RECONSIDERATION AND GRIEVANCE PROCESS

For information on the ENC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the ENC Bylaws. The Bylaws are available at our Board meetings and our website <http://www.encinonc.org/bylaws.ph>

#### 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 Debra George, Presidente de la Mesa Directiva, al [\(818\) 971-6996](tel:8189716996) o por correo electrónico [enc@socal.rr.com](mailto:enc@socal.rr.com) para avisar al Concejo Vecinal.