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MINUTES OF ENCINO NEIGHBORHOOD COUNCIL BY-LAWS COMMITTEE MEETING OF OCTOBER 18, 2016

The meeting was called to order at 3:20 P.M. by Chair Ken Silk at the Encino Community Center Preschool Room, 4935 Balboa Blvd, Encino.

I. ATTENDANCE There was a quorum based on attendance of members Ken Silk, Glenn Bailey and Sherman Gamson. Members Victoria Miller and Varant Majarian were absent and no other persons were present.

2. SECRETARY Chair Ken Silk stated he would prepare Minutes of the meeting.

3. PRIOR MEETINGS Revised Minutes of the last 3 meetings held on June 29, July 22 and September 13, 2016 were presented and a motion to approve the Minutes was made, seconded and adopted unanimously. It was noted that member Varant Majarian was absent from all 3 prior meetings as well as this meeting. It was recognized and agreed that in adopting an enumeration of proposed changes to be presented to the board changes and additions may be made in the language of the proposed changes made in said prior meetings.

4. PROPOSED AMENDMENT OF BY-LAWS AND STANDING RULES The Chair presented a document enumerating proposed changes in the By-Laws and Standing Rules adopted at the aforementioned prior meetings. The members discussed the proposed changes and unanimously agreed on certain corrections and additions. The members voted unanimously to recommend the Board adopt the enumerated proposed changes in the By-Laws and Standing Rules as amended and corrected. The members subsequently voted unanimously to add to the enumeration and recommend the adoption of the proposed changes that were adopted at this meeting and set forth in these Minutes.

5. ENUMERATION OF QUALIFYING ORGANIZATIONS AND INSTITUTIONS The members agreed due to changes in organizations it would be advisable to enumerate such organizations and institutions in the Standing Rules rather than in the By-Laws. The members voted unanimously for the following:

(a) To amend the By-Laws by adding to Article X Elections as Section 7 Elections entitled "Specific Organizations" the following: "Standing Rules shall specify

organizations and institutions that qualify under Article V Section 1A for organizational seats. Any revisions shall be made at least 4 months before an election for board seats.”

(b) To amend the Standing Rules by adding as Paragraph 10: “Organizations and Institutions that currently qualify under Article V Section 1A for organizational seats are set forth in subsection (c). Any revisions shall be made at least 4 months before an election for board seats.

(c) To list in proposed Paragraph 10 of the Standing Rules the following organizations and institutions presently set forth in the By-Laws subject to information obtained to date about changes. It was agreed to add or delete from the enumeration additional information that is obtained regarding organizations including deleting organizations and institutions that no longer are in existence or do not qualify for eligibility under the proposed changes. It was suggested that Ken contact current organizational representatives to seek such information.

PARK ADVOCATE/ENVIRONMENT REPRESENTATIVE San Fernando Valley Audubon Society, Balboa Sports Center Park Advisory Board, California Native Plant Society, LA/SMM Chapter, Encino Community Center Park Advisory Board, the Japanese Garden Docents, Los Angeles Cactus and Succulent Society, Los Encinos Docent Association, Friends of the Sepulveda Basin Park, Sepulveda Basin Wildlife Areas Steering Committee, Sepulveda Garden Center Gardens and Southern California Garden Club.

RELIGIOUS ORGANIZATION Bethel Encino, Chabad of Encino, First Presbyterian Church of Encino, Holy Martyrs Armenian Church, Our Lady of Grace Church, St Cyril of Jerusalem Parish, St Nicholas of Myra Episcopal Church, Valley Beth Sholom and Bahia International.

VOLUNTEER SERVICE GROUP REPRESENTATIVE Encino Little League, Friends of Encino-Tarzana Library and Sisters of Social Service.

EDUCATION REPRESENTATIVE PTSA and/or Boosters, Berkeley Hall School, Crespi Carmelite High School, the Curtis School, Emelita Elementary School, Friends of Lanai, HesbyOaks School, Holy Martyrs Armenian School, Lady of Grace School, Lanai Road School, Los Encinos School, Lull Special Education Center, Milken Community High School, Torah Hayim Nursery School, St Cyril School and Valley Beth Sholom School.

PUBLIC SAFETY REPRESENTATIVE Codewatch Representative, Encino Hospital,

Neighborhood Watch Groups, West Valley Community Police Advisory Board and West Valley Gray Squad.

6. The members noted omission of gender in portions of Standing Rules

Paragraph 5. Glenn Bailey made and then withdrew a motion to recommend DONE insert gender and urged this recommendation be considered at the next By-Laws Committee meeting. A motion was made, seconded and adopted to amend the Standing Rules adding in Paragraph 5 B and 5 G the word 'gender' so the sections will read as follows (with addition shown in caps)

B Treat each member of the board and members of the public with respect at all times regardless of an individual's opinion, ethnicity, race, GENDER, sexuality, age, disability or religion.

G, Derogatory language about an individual's ethnicity, race, GENDER, sexuality, age, disability, or religion is not acceptable.

7 The members discussed the advisability of having a youth member.

A motion for have a youth voting member made by Glenn failed for lack of second.

A motion was made by Ken Silk, seconded, discussed and adopted by a vote of 2 (Bailey and Silk) to 1 (Gamson) to amend the By-Laws by adding to Article V Governing Board as section G entitled "Non Voting Youth Member" to read as follows: "The Board by majority vote shall appoint a person living within the Encino Neighborhood Council boundaries who shall at the time of the appointment be between 16 and 22 years of age. The person so designated shall have the same rights as a board member except will not be able to vote and shall not be counted in determining a quorum. There was no support for a proposal to limit or give priority to someone who has successfully completed Empower LA's Civic Youth Leadership Academy program.

8. The members discussed the right of non board members to serve as committee chairs. It was noted that Article VII Section 3C provided in the second sentence that only Committee members who are Board members are eligible to serve as Chair of a committee and the fourth sentence provides no alternate may be appointed to be a chair person until all elected board members on the committee have declined to become the chair person. A motion was made, seconded and adopted without opposition to substitute the following for the current second and fourth sentences: "Only Board members may be appointed to serve as Chairperson of a committee except (i) if all elected Board members have declined to serve to be the chair of the a Committee in which event an alternate may be appointed as Chair and (ii) if all Alternates have also declined to be the chair a stakeholder may be appointed."

9. PRESENTATION TO THE BOARD The members discussed submitting the Proposed Amendments to the Board for a first reading and it was recognized a second reading

was necessary for By-Law Amendments.

10. ADJOURNMENT The meeting adjourned at 6:00 P.M.
Submitted by Kenneth Silk Chair and Acting Secretary