



Officers:
 Alex Garay • President
 Victoria Miller • Vice-President
 Glenn Bailey • Secretary
 Pat Bates • Treasurer
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4924 Paso Robles Avenue • Encino • CA • 91316 (747) 284-0450 www.encinonc.org

**MINUTES
 ENCINO NEIGHBORHOOD COUNCIL
 BYLAWS COMMITTEE MEETING**

Thursday, January 19, 2023 @ 3:30PM

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89085630056>

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IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE ENCINO NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET BASED SERVICE OPTION

Public Comment: Public Comments on Non-Agenda Items is limited to TWO MINUTES (2) per speaker. Time may be adjusted at the Chair’s discretion. Public calling in, please press *9 on your phone to raise your hand to speak. For those that are using the Zoom Webinar please use the raise your hand feature to speak. Public comment on agenda items will be heard when the item is up for discussion. Public comment on agenda items is limited to 1 minutes per agenda item. Comments

from the public on agenda items will be heard only when the respective item is being considered. Time may be adjusted at the Chair's discretion.

AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

Voting Members – Present* *Patricia Bates, *Glenn Bailey, *Alex Garay acting chair

Absent (*denotes Board Member) Victoria Miller (Chair), *Jess Whitehill,

1. Call to Order at 3:46 PM
2. Approval of previous minutes -none noted
3. Reports from Public Officials/Departments/Community Agencies none present

Motion, Discussion, and Vote may be taken on all items

4. New and Old Business

- A. -Standing Rules: -Overall review of current Standing Rules, fix typos **A new draft 'Revised Standing Rules 2023 01 25 was started with a couple corrections in red for subsequent review**
- B. -Article IX Finance/missing Item iii **Corrections are noted in the draft in red, we could not figure out what happened to iii**
- C. -Recognizing Ad Hoc Committees (Glenn) **Consider at subsequent meeting: All Committee meetings, whether standing or ad hoc, will prepare, post, and submit meeting agenda. This would be Standing rule Article VII Section 3 D III**
- D. -Bylaws Committee should only consist of Board Members/Alternates (training required of board members is imperative to be on Bylaws) **Discussed and postponed to subsequent meeting**
- E. -Committee and Board Meetings should not be scheduled for national holidays or weekends **Discussed and will add to best practices**
- F. **-Require PLU Committee Members and alternate members, including but not limited to board members, alternates, and stakeholders, must live or own property within the Encino NC boundaries Motion tabled pending advice from City attorney. This would be Standing Rule Article VII Section 3 B II**

5. Other:

- A. -Discussion of current Board Structure
- B. -Discussion of current Standing Committees
- C. -Discussion of Citywide Workplace Equity Policy Training + possible ABLE Training City-mandate **Referenced CF 20-0990 and new required training that includes**

gender bias

6. **Public Comment on Non-Agenda Items** – none
7. **Board Member Comment on Non Agenda Items**
8. **Adjournment 5:00PM**