

## Attachment E1: BHNC Bylaws Amendments to Article VII, Sec. 1(b-g), Sec. 2

Original Language [ 2015 ]

### B. Planning and Land Use (PLUC)

1. Consists of six (6) persons plus the elected Chair. The PLUC members shall be elected from BHNC non-Executive Officers and Stakeholders by a majority of the entire Board from a list of candidates who have formally communicated to the Board their desire to serve on the PLUC. No more than two (2) Board Officers (plus the Chair) may serve on this committee simultaneously. The Board shall, within thirty (30) days after beginning their term, hold a Board meeting and elect all six (6) PLUC members. A PLUC member, other than the Chair, may be removed from service by a majority of the full Board. Vacancies shall be filled in the same manner that committee members were originally elected.
2. Reviews, takes public input, reports on and makes recommendations of actions to the Board on any land use and planning issues affecting the community.
3. Recommendations to the Board of Directors shall be in the form of a written report, which shall include a project description, pros & cons, a summary of community input and any PLUC findings.

Proposed Language [ REC 2017-03-02 ]

### (b) Planning and Land Use Committee (PLUC)

- i. ~~Consists of six (6) persons plus the elected Chair. The PLUC members shall be elected from BHNC non-Executive Officers and Stakeholders by a majority of the entire Board from a list of candidates who have formally communicated to the Board their desire to serve on the PLUC.~~ The PLUC consists of seven (7) persons, all elected by a simple majority vote of the Board to include:
- ii. The chair;
- iii. ~~No more than two (2) Board Officers (plus the Chair) may serve on this committee simultaneously.~~ Two (2) non-Executive committee members of the BHNC Board;
- iv. ~~Four (4) community members non-Board BHNC Stakeholders~~ that have formally communicated to the BHNC their desire to serve on the PLUC.
- v. Quorum for the PLUC will always be 4 members.
- vi. No more than three (3) BHNC Board Officers Members (including the chair) may serve on this committee simultaneously, with the exception of the President who is an ex-officio member of this committee.
- vii. As ex-officio member, the President can be counted for quorum, motion, and voice her/his opinion during discussion but can only vote when there is a vacancy on the PLUC (The absence of a PLUC member is not a vacancy).
- viii. The Board shall, within ~~thirty (30)~~ sixty (60) days after beginning their term, hold a Board meeting ~~and elect all six (6) PLUC members.~~ outlining the process to elect all seven (7) PLUC members.
- ix. ~~A Any PLUC member, other than the Chair,~~ may be removed from service by a simple majority vote of the ~~full~~ Board.
- x. Vacancies shall be filled in the same manner that committee members were originally elected.
- xi. Reviews, takes public input, reports on and makes recommendations of actions to the Board on any land use and planning issues affecting the community.
- xii. Recommendations to the ~~Board of Directors~~ BHNC shall be in the form of a written report, which shall include a project description, pros & cons, a summary of community input and any PLUC findings.
  1. The PLUC should notice any vacancy within 30 days of a seat being vacant and the Board should fill that vacancy within a 60-day period.

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Original Language [ 2015 ]

### C. Neighborhood

1. Consists of, at a minimum, the (4) Area Members currently serving on the BHNC Board of Directors, plus the Chair. Non-Member Stakeholders representing other neighborhoods or neighborhood interests may then be added at the discretion of a majority of the Neighborhood Committee.
2. Chaired by the Vice President.
3. Promotes greater awareness of available City resources and services and act as a conduit between the BHNC Board and Boyle Heights neighborhoods, assisting in community outreach, and bringing neighborhood issues to the attention of the Board.

Proposed Language [ REC 2017-03-02 ]

#### (c) Neighborhood Committee

- i. Chaired by the Vice President.
- ii. Consists of, at a minimum, the four (4) Area Officers Members currently serving on the BHNC Board of Directors, plus the Chair. Non-Member Stakeholders representing other neighborhoods or neighborhood interests may then be added at the discretion of a majority of the Neighborhood Committee. No more than five (5) Board Members, including the Chair, may serve on this committee simultaneously. With the exception of the President who acts as ex-officio member of all committees.
- iii. If a vacancy exists in minimum requirements, the vacancy must be filled prior to any further action by the committee. The Neighborhood Committee should notice any vacancy within 30 days of a seat being vacant and the Board should fill that vacancy within a 60-day period.
- iv. As ex-officio member, the President can be counted for quorum, motion, and voice her/his opinion during discussion but can only vote when there is a vacancy on the Neighborhood Committee (The absence of a Neighborhood Committee member is not a vacancy).
- v. Promotes greater awareness of available City resources and services and act as a conduit between the BHNC Board and the Boyle Heights neighborhood, assisting in community outreach, and bringing neighborhood issues to the attention of the Board.
- vi. Non-Board BHNC Stakeholders may be elected or selected to the Neighborhood Committee by a simple majority of the Neighbrhood Committee at an established Neighborhood Committee Meeting.
- vii. Non-BHNC Stakeholders representing other nenighborhoods, or other neighborhood interests, may be added upon a majority three (3) vote of the four (4) Area Officers and the Chair.

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Original Language [ 2015 ]

### D. Outreach and Special Events

1. Chaired by Outreach & Special Events Officer.
2. Develops an outreach plan for Board approval, and coordinate efforts to ensure BHNC presence in the community and maximum participation of Stakeholders in BHNC meetings and community activities.
3. The outreach plan may include, for example, the creation of flyers, postcards, pamphlets and other related materials. It may also include e-mail blasts to various organizations including a regularly scheduled e-blast to local government officials and to the Chamber of Commerce, Neighborhood Watch, Home Owners' Association and other local organizations as determined by the Board.

Proposed Language [ REC 2017-03-02 ]

#### (d) Outreach and Special Events Committee (Outreach Committee)

- i. Chaired by the Outreach & Special Events Officer.
- ii. Develops an Outreach Plan for Board Approval.
  1. Requests funding through the Budget & Finance Committee.
  2. The outreach plan may include, for example, the creation of flyers, postcards, pamphlets and other related materials. It may also include e-mail blasts to various organizations including a regularly scheduled e-blast to local government officials and to the Chamber of Commerce, Neighborhood Watch, Home Owners' Association and other local organizations as determined by the Board.
- iii. Coordinate efforts to ensure BHNC presence in the community and maximum participation of Stakeholders in BHNC meetings and community activities.
- iv. Seeks out organizations for NPGs.

Original Language [ 2015 ]

### E. Budget and Finance

1. Chaired by Treasurer.
2. Oversees and administers all BHNC financial matters, including a system of financial accountability as required by the Department and the City of Los Angeles. Creates and proposes annual budget for Board approval.

Proposed Language [ REC 2017-03-02 ]

#### (e) Budget and Finance Committee (Budget Committee)

- i. Chaired by Treasurer.
- ii. Oversees and administers all BHNC financial matters, including a system of financial accountability as required by the Department and the City of Los Angeles.
- iii. Creates and proposes annual budget for Board approval.
- iv. All Budget & Finance items must be presented to the Budget & Finance Committee for review and possible action, before being presented to the BHNC Board at a scheduled Board Meeting.
- v. Prepares monthly MERs for Board approval

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Original Language [ 2015 ]

### F. Rules and Elections

1. Chaired by Community Officer as nominated by the Executive Committee, subject to approval of the Board.
2. Organizes and executes elections. Proposes Election Procedures, Standing Rules, and bylaws amendments to the Board for approval. Holds grievance hearings and makes findings and recommendations to the Board.

Proposed Language [ REC 2017-03-02 ]

#### (f) Rules and Elections Committee (REC)

- i. Chaired by ~~Community Officer as a Non-Executive BHNC Board Member~~ nominated by the Executive Committee or nominated at a BHNC Board Meeting, subject to approval and approved by a simple majority vote of the Board.
  1. The term for the Rules and Elections Committee Chair shall be the remainder of the Board member's Board Term.
  2. No Board Member may serve more than two (2) consecutive terms as Rules and Elections Committee Chair.
- ii. Organizes and executes elections (per Article X).
  1. Rules & Elections Committee Chair oversees all BHNC Board internal elections.
- iii. Proposes Election Procedures, Standing Rules, and Bylaws amendments to the Board for approval.
  1. Reviews and makes recommendations on Community Impact Statements requested by the City pertaining to Election Procedures, Standing Rules, or bylaws amendments.
- iv. Holds grievance hearings (per Article XI), and makes findings and recommendations to the Board.
- v. Reviews Bylaws, the Brown Act, the Department's updated guidelines, and all other Board requirements (Article XIV) to help ensure Board Compliance.
- vi. Ensures that Election Procedures & current Standing Rules are uploaded to the BHNC website for public review.
- vii. Ensures that:
  1. proposed bylaws are uploaded to the website and available for Stakeholder review;
  2. the latest finalized and approved bylaws are current and uploaded to the website;
  3. all Board Members have a copy of the latest approved bylaws.

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### G. Transportation and Environment

1. Chaired by Community Officer as nominated by the Executive Committee, subject to approval of the Board.
2. Reviews, takes public input, reports on and makes recommendations of actions to the Board on any transportation, street safety and environmental issues affecting the community.

**Section 2: Ad Hoc** - Ad Hoc committees may be created by a majority vote of the Executive Committee which shall also approve the committee's Mission Statement. The committee shall have a termination date of no longer than one (1) year following its creation or the seating of a newly elected Board. Ad Hoc committee chairs shall be appointed by the President, but may be vetoed by the Board. Ad hoc committees that include non-board member stakeholders shall be agendaized, noticed, and conducted in keeping with the Brown Act.

Proposed Language [ REC 2017-03-02 ]

#### (g) Transportation and Environment Committee (TEC)

- i. Chaired by Community Officer as a Non-Executive BHNC Board Member nominated by the Executive Committee or nominated at a BHNC Board Meeting, subject to approval and approved by a simple majority vote of the Board.
  1. The term for the Transportation and Environment Committee Chair shall be the remainder of the Board member's Board Term.
  2. No Board Member may serve more than two (2) consecutive terms as Transportation and Environment Committee Chair.
- ii. Reviews, takes public input, ~~reports on and~~ makes recommendations of actions, including Community Impact Statements, to the Board on any transportation, street safety and environmental issues affecting the community.
  1. Works with the Neighborhood Committee and Outreach & Special Events Committee for the purposes of outreach.
- iii. Provides the Board, its committees, and the community with updates on all environmental issues previously taken by the Board or continuously affecting Boyle Heights.

#### Section 2: Ad Hoc -

1. Ad Hoc committees may be created by:
  - (a) a majority vote of the entire Executive Committee, including vacancies and absences, which shall also approve the committee's Mission Statement;
  - (b) a simple majority vote of the Board which shall also approve the committee's Mission Statement.
2. The committee shall have a termination date of no longer than one (1) year following its creation ~~or the seating of a newly elected Board.~~ and no further than the end of the Board term.
3. Ad Hoc committee chairs shall be appointed by the President,
4. Ad Hoc committee chair appointments may be vetoed by a simple majority vote of the Executive Committee at the first Executive Committee Meeting following appointment; or a simple majority vote of the BHNC Board at the first Board Meeting following the appointment.
5. Ad hoc committees ~~that include non-board member stakeholders~~ shall be agendaized, noticed, and conducted in keeping with the Brown Act, and subject to Article VIII of these bylaws.