

## ARTICE VIII: MEETINGS

All meetings, as defined by the Ralph M. Brown Act (California Code Section 54950 et seq.), shall be noticed and conducted in accordance with the Act and all other applicable laws and governmental policy.

### Section 1: Meeting Time and Place.

All ~~physical~~ meetings shall be held within the Council boundaries at a location, date and time set by the Board or their Committees.

- A. Regular Meetings – Regular ~~Board of Officers~~ VNC Board meetings shall be held at least every two (2) months and may be held more frequently as determined by the Board. Prior to any action by the Board, there shall be a period of public comment. The ~~Board of Officers~~ shall determine the length of time and format of the public comment period as appropriate.
- B. Special Meetings –Special Meetings of the Board may be called when an important matter comes up that the Board must deal with before the next regularly scheduled meeting or if a matter comes up that it is so important that it needs to be the sole reason for an entire Board meeting. The President or a majority of the Board shall be allowed to call a Special VNC Board Meeting.

~~Town Halls shall be held at least quarterly and are under the jurisdiction of the Outreach Committee.~~

~~Committee agendas shall be created by the Committee Chair.~~

### Section 2: Agenda Setting

The Administrative Committee shall ~~establish~~ set the Agenda for each VNC Board meeting. ~~the Board of Officers meetings.~~ A Board Member or Stakeholder can submit a written request that a matter be placed on the Agenda for any ~~Board of Officers~~ meeting by making such request to the Secretary. If such an Agenda request is not included on the Agenda by the Administrative Committee, the President shall notify the Stakeholder in a timely manner as to why the item was not included on the Agenda. A petition signed by sixty (60) stakeholders ~~may~~ shall override this determination and require that item to be placed on the Agenda of a VNC ~~Board of Officers~~ meeting within sixty (60) days.

If meeting is called by the majority of the Board, the agenda shall be set at a Brown Act compliant public meeting.

Committee Chairs shall set the Agenda for their committee meetings. A Board Member, Committee Member or Stakeholder can submit a written request directly to the Committee Chair or through the VNC Agenda request portal that a matter be placed on the Committee’s agenda. The Committee Chair will notify in a timely matter the maker of the motion if the request is not placed on the agenda.

### Section 3: Notifications/Postings

~~Meetings shall be open to the public as required with proper notice as mandated by the Department of Neighborhood Empowerment and the Brown Act. Ongoing outreach shall be performed to inform~~

~~Stakeholders and Community Interest Stakeholders of meetings. The Board of Officers will abide by the Board of Neighborhood Commissioner's Neighborhood Council Agenda Posting Policy.~~

~~Policy Committee chairs must notify members when the Agenda is posted.~~

~~Minutes shall be posted on the VNC Website no later than seven (7) days after the meeting at which they are approved but not more than forty-five (45) days after the meeting at which the minutes were taken.~~

The Neighborhood Council shall comply with the Ralph M. Brown Act and DONE requirements for posting notices, including the Neighborhood Council Agenda Posting Policy approved by the Board of Neighborhood Commissioners (BONC). Notice of a regular meeting shall be a minimum of three (3) days (72 hours) in advance of the meeting and at least one (1) day (24 hours) in advance of a special meeting.

#### Section 4: Reconsideration

~~The VNC shall follow the procedure for reconsideration as described in Robert's Rules.~~

The Board may reconsider or amend its action through a Motion for Reconsideration process described in Robert's Rules and defined in its Standing Rules, either during the same meeting where the Board initially acted or during the Board's next regularly scheduled meeting that follows the meeting where the action subject to reconsideration occurred.