



# Venice Neighborhood Council

## Board of Officers Meeting

Westminster Elementary School (Auditorium)

1010 Abbot Kinney Blvd, Venice, 90291

Monday, October 30, 2006 at 7:00 PM



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## Agenda

**PUBLIC Comment:** The public is requested to fill out a "Speaker Card" to address the Board on any item on the agenda. Comments from the public on agenda items will be heard only when that item is being considered. Comments from the public on other matters, not appearing on the agenda but within the Board's subject matter jurisdiction, will be heard during the Public Comment period. Public comment is limited to two (2) minutes per speaker, unless modified by the presiding officer of the Board.

**TRANSLATION Services:** Si requiere servicios de traducción, favor de notificar a la oficina 3 días de trabajo (72 horas) antes del evento. Si necesita asistencia con esta notificación, por favor llame a nuestra oficina 213.473.5391.

**Protocol:** *the remaining executive officers and seven Community Officers elected to two year terms in 2005 will take their chairs when the assembly is called to order by the outgoing president. Then the honored guest will be asked to step forward and give the installation oath to the newly elected Executive Officers and Community Officers. All Board of Officers members will then take their seats.*

1. Call to Order and Roll Call
2. Inauguration of New Board Members
  - a. Continuing board members take their seats
  - b. Newly elected officers to stand and be sworn in by our honored guest
3. Approval of the Agenda
4. New Business: (approx. **7:20 PM**)
  - a. Elect 4 Community Officers to Administrative Committee as per VNC Bylaws: [30 min]
    - i. Nominations
    - ii. Vote by 14 Community Officers
  - b. Rules and Elections Committee: Procedures for application, nomination and election of stakeholders to Land Use and Planning Committee and Neighborhoods Committee [30 min]
  - c. Confirm Meeting Date and Times for New Board Term [10 min]
  - d. Removal of Rebecca Tafoya from the VNC Board: for failure to attend more than four consecutive meetings as per VNC Bylaws Article IV.G.3. and requiring a  $\frac{3}{4}$  majority of the board present. [20 min]
  - e. Fill vacant board positions by appointment: specifically Outreach Officer and possibly vacant At-Large seat(s) as per VNC Bylaws Article IV.G.4. [30 min]
  - f. Chair asks for volunteers to fill posts of Facilities Manager, Posting Manager, and Parliamentarian [10min]
5. Announcements: [10 min] (approx. **9:30 PM**)
  - a. President calls for volunteers to help with Facilities, Posting of Notices (DeDe)
  - b. Explain new standing committees: Administrative, Neighborhood, Outreach and Event Planning, Education (DeDe)
  - c. President explains procedure for ad hoc committees
6. Announcements & Public Comment on items not on the Agenda [15 min] (approx. **9:40 PM**)  
(no more than 2 minutes per person)
7. Adjourn (approx **9:55 PM**)

The Venice Neighborhood Council holds its regular meetings on the second Tuesday of the month and may also call any additional required special meetings in accordance with its Bylaws and the Brown Act. All are welcome to attend. The agenda for the regular and special meetings is posted for public review at the Vera Davis Center, Groundworks Coffee, Venice Library, Oakwood Rec, on the website [www.grvnc.org](http://www.grvnc.org) and the VNC email announcement list. The Venice Neighborhood Council complies with Title II of the Americans with Disabilities Act and does not discriminate on the basis of any disability.

Upon request, the Venice Neighborhood Council will provide reasonable accommodations to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure the availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting the Neighborhood Council Secretary at (310) [310.399.5515](tel:310.399.5515) or please send an e-mail that states the accommodations that you are requesting to [secretary@grvnc.org](mailto:secretary@grvnc.org).



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### **PROCESS FOR RECONSIDERATION:**

The Board may reconsider or amend its actions through the following Motion for Reconsideration process:

1. The Board's approval of a Motion for Reconsideration must occur within the following specific periods of time: The Motion for Reconsideration must be approved either:

(a) during the same meeting where the Board initially acted; or (b) during the Board's next regularly scheduled meeting that followed the meeting where the action subject to reconsideration occurred.

These specified time frames do not prevent the Neighborhood Council from convening any special meetings within the specified time frames to address a Motion for Reconsideration.

2. Before the Board reconsiders any matter, the Board must approve a Motion for Reconsideration. The Motion for Reconsideration must be approved by official action of the Board. After determining in the affirmative that an action should be reconsidered, the Board then has the authority to re-hear, continue, or take action on the item that is the subject of reconsideration within any limitations that are stated in the Motion for Reconsideration.

3. The Motion for Reconsideration shall only be proposed by a member of the Board that previously voted on the prevailing side of the original action that was taken by the Board (the "Moving Board Member"). The Moving Board Member may make the Motion for Reconsideration by either:

(a) an oral motion that is made during the same meeting where the action that is the subject of reconsideration occurred, or

(b) by properly placing the Motion for Reconsideration on the agenda of a meeting that occurs within the allowed specified periods of time as stated above.

4. If the Motion for Reconsideration is made subsequent to the meeting where the action that is the subject of reconsideration occurred, then the Motion for Reconsideration must be on that subsequent meeting's agenda. The Moving Board Member places a Motion for Reconsideration on the agenda by submitting an agenda request form at least three days before the next Executive Committee Meeting. The Moving Board Member's memorandum must briefly state the reason(s) for requesting the reconsideration, and provide the Executive Committee with the language necessary to complete the information that must be stated in the agenda. The language that must be stated in the agenda is an adequate description of the:

(a) Motion for Reconsideration and its description of the item that is to be re-heard; and

(b) A proposed action that may be adopted by the Board if the Motion for Reconsideration is approved.

5. When the Motion for Reconsideration is brought before the board for consideration, then that motion may be seconded during the public hearing by any member of the Board.

6. This reconsideration process shall be conducted at all times in accordance with the Brown Act, including that: any discussion on the issue remain within permissible discussion parameters; that any decision is made during the public hearing; and that, if the Motion for Reconsideration is considered at a subsequent meeting to the meeting where the act that is the subject of reconsideration occurred, then the Motion for Reconsideration is properly listed on that meeting's agenda.

### **PROCESS FOR FILING A GRIEVANCE:**

Any Stakeholder who is adversely affected by a decision of the Board of Officers may submit a written Grievance to the Secretary. All grievances shall be referred to the Rules and Elections Committee for review and recommendation to the Board of Officers. The Board shall review the grievance and committee findings. All grievances shall be reviewed and appropriate action taken not more than sixty (60) days after receipt of the. The Board may receive a copy of the panel's report and recommendations prior to the meeting by the Board, but the matter shall not be discussed among the Board members until the matter is heard at a meeting of the Board pursuant to the Brown Act.

This formal grievance process is not intended to apply to persons who disagree with a position or action taken by the Board at one of its meetings. Those grievances can be aired at Board meetings. This grievance process is intended to address matters involving procedural disputes, e.g., the Board's failure to comply with Board Rules or these Bylaws, or its failure to comply with the City's Charter, the Plan, local ordinances, and/or State and federal law.

In the event that a grievance cannot be resolved through this grievance process, then the matter may be referred to DONE for consideration or dispute resolution in accordance with the Plan.