



LEGALLY REQUIRED OFFICIAL POSTING
PLEASE DO NOT REMOVE UNTIL AUGUST 18, 2023

North Hills West Neighborhood Council **SPECIAL Board Meeting Agenda**
New Horizons Sam's Cafe 15725 Parthenia Street, North Hills, CA 91343

Thursday, August 17, 2023, 5:30 p.m.

PLEASE NOTE: This meeting will be in person, not virtually on Zoom.

Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to one (1) minute per speaker unless adjusted by the presiding officer of the Board. Alternatively, public comment *may* also be sent to Secretary@nhwnc.net **at least two hours before the meeting starts**; include in the email Subject Line "Public Comment" and the appropriate agenda item number.

ALL AGENDA ITEMS ARE SUBJECT TO DISCUSSION AND POSSIBLE ACTION BY THE BOARD

Supporting documents are available on our website at: www.nhwnc.net

Agenda items not completed may carry to the next GBM on Thursday, August 17, 2023

NHWNC Board Members:

Dave Brown, Pat Crone, Maggie Elliott, Garry Fordyce, Madlena Minasian, Kreshell Ramey

- 1. Call to order and Welcome by the Department of Neighborhood Empowerment (DONE).**
- 2. Pledge of Allegiance and Roll Call.**
- 3. Selections for open Board positions for the North Hills West Neighborhood Council. Bylaws Arrival V [NHWNC BYLAWS; ARTICLE V GOVERNING BOARD P. 6](#): "The Board shall consist of thirteen (13) Stakeholders elected by their peers (Stakeholders) and/or selected or appointed by the Board. The NHWNC values the diversity of its Stakeholders. This diversity shall be reflected in the election, selection, and appointment process. Currently, the NHWNC does not have the ability to achieve quorum. There are currently six board members, and per the NHWNC Bylaws, seven is required for quorum of a Board meeting. This meeting is a special board meeting happening to satisfy the Board of Neighborhood Commissioners's (BONC) [Loss of Quorum Policy](#). The meeting will be run by the Department of Neighborhood Empowerment. The composition of the Board shall be as follows:**
 - i. Residential Stakeholder Board Members (7) - Open to Stakeholders eighteen (18) years of age or older who live in a residence, either as a homeowner or a renter, within the boundaries of the NHWNC and must provide proof of residency.**

- ii. **General Stakeholder Board Members (5)** - Open to Stakeholders eighteen (18) years of age or older who own a business or property, or work within the boundaries of NHWNC and provide proof of such. These positions are also open to Stakeholders who participate in a community organization such as but not limited to religious institution, educational institution, community based organization, non-profit organization, neighborhood association, school/parent group, faith based group, senior group, youth group, arts association, service organization, boys or girls club, cultural group, or environmental group within the NHWNC boundaries and provide proof of consistent, active membership of said group.

- iii. **Community Interest Stakeholder (1)** – Open to Stakeholders eighteen (18) years of age or older who declare a stake in the neighborhood as a community interest stakeholder, defined as a person who affirms a substantial and ongoing participation with a community organization that has continuously maintained a physical street address for not less than one year, and that performs ongoing and verifiable activities and operations that benefit the neighborhood, and is located within the NC’s boundaries. A for-profit entity shall not qualify as a Community Organization.

- a. **Discussion and possible action to appoint one stakeholder to fill one of the vacancies on the North Hills West Neighborhood Council (NHWNC) Board.** Per the [Loss of Quorum Policy](#), from the Board of Neighborhood Commissioners, only one seat shall be filled at this meeting. This is because according to the NHWNC Bylaws, appointing a stakeholder to one vacant seat will raise the seats filled on the NHWNC Board from six to seven, therefore allowing the NHWNC Board to make quorum for future Board meetings. The NHWNC is currently seeking one (1) Residential Board Member, Seat term expiring 2025; one (1) General Board Member, Seat term expiring 2025; two (2) Residential Board Members, Seat term expiring 2027; two (2) General Board Members, Seat terms expiring 2027; and one (1) Community Board Member, Seat expiring 2027.
 - a. Each stakeholder must verify their stakeholder status through documentation. See [“2023 Neighborhood Council Elections Documentation Guide”](#) for more information on how to qualify for a seat on the Board. Also, see [NHWNC Bylaws](#) for information on Board seats and more about the NHWNC Board.
 - b. The Board will vote on who they believe to be the best candidate, and the candidate with the most votes will win.
 - c. The Department of Neighborhood Empowerment (DONE) will confirm their selection.

4. Adjournment

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation 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 availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.org

Public Posting of Agendas -

Neighborhood Council agendas are posted for public review as follows:

Posted for public review at Uncle Joe’s Donuts – 8704 Woodley – North Hills CA 91343 and posted on the NHWNC website www.nhwnc.net

- You can also receive our agendas via email by subscribing to L.A. City’s [Early Notification System \(ENS\)](#) Other Neighborhood Council agendas, City Dept, and Agencies agendas can also be subscribed to

Notice to Paid Representatives -

If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

Public Access of Records -

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at <https://www.nhwnc.net>

If you would like a copy of any record related to an item on the agenda, please contact secretary@nhwnc.net

Reconsideration and Grievance Process -

For information on the NC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website <https://www.nhwnc.net/agendas-minutes/minutes-and-agendas/bylaws/>

For more information about the NHWNC please call – 818-369-1708 – or mail to P.O. Box 2091 – North Hills, CA 91393-2091 or email to: board@nhwnc.net. We look forward to hearing from you!

Please Do Not Remove Before Friday, August 18, 2023

