

Report of the Rules & Bylaws Committee of the Coastal San Pedro Neighborhood Council meeting of 6 August 2015

Dean Pentcheff, Chair
11 August 2015

The meeting was called to order by Chair (Dean Pentcheff) at approximately 6:10pm.

Present were Committee members James Baeza, Doug Epperhart, Robert Gelfand, and Jason Villicano.

Agenda items were disposed of as follows:

3. *Motion to adopt changes suggested by the Department of Neighborhood Empowerment to Bylaws Article VII Section 3.*

Notifications and Postings, inserting the following text at the beginning:

“At a minimum, meeting notices shall be posted in compliance with the Ralph M. Brown Act and in compliance with City of Los Angeles Neighborhood Council posting policy. An updated listing of the Neighborhood Council’s physical posting location/s shall be kept on file with the Neighborhood Council.”, and to change “EmpowerLA” to “Department of Neighborhood Empowerment” or “Department” throughout that section.

Unanimously recommended to forward to Agenda Meeting (Chair abstained).

4. *Motion to adopt changes suggested by the Department of Neighborhood Empowerment to Bylaws Article XI, inserting the following text at the end:*

“Neighborhood Council grievance review process [sic] will be conducted pursuant to any and all City ordinances, policies, and procedures pertaining to Neighborhood Council grievances.”

Unanimously amended to correct grammar:

***The** Neighborhood Council grievance review process **shall** ~~will~~ be conducted pursuant to any and all City ordinances, policies, and procedures pertaining to Neighborhood Council grievances.*

Unanimously recommended to forward amended motion to Agenda Meeting (Chair abstained).

5. *Motion to adopt changes suggested by the Department of Neighborhood Empowerment to Bylaws Article XIV Section 1, substituting the following text for “Not applicable”:*

“Board member [sic] will abide by the Commission’s Neighborhood Council Board Member Code of Conduct Policy”.

6. *Motion to adopt changes suggested by the Department of Neighborhood Empowerment to Bylaws Article XIV Section 2, substituting the following text for “Not applicable”:*

“All board [sic] members must take ethics and funding training prior to making motions and voting on funding related matters”.

Agenda items 5 & 6 were considered together. Discussion developed the consensus that, since these changes have been mandated by DONE and agreed to by the CSPNC in their 2016 Election Stipulation Sheet, there is no need to forward these (again) to the Board for approval.

Unanimously recommended NOT to forward items 5 & 6 to the Agenda Meeting (Chair abstained).

7. *[Doug Epperhart] Motion to substitute the following text for Standing Rule 6:*

“The Secretary shall be responsible for ensuring that content posted on the website of the Coastal San Pedro Neighborhood Council complies with the Council’s editorial policy.”

Discussion centered on the desirability of insulating the Secretary from legal responsibility for improper or illegal postings (which this motion attempts to do). Consensus was that, although this is desirable, there a lack of time pressure and enough complexity in the issue that this motion should be reconsidered at the next Committee meeting.

Unanimously recommended to postpone consideration until next Rules & Bylaws meeting (Chair abstained).

8. [Doug Epperhart] Motion to substitute the following text for Standing Rule 10:

“In the interim between July 1 and the first regular meeting of the Council, the officers of the previous term shall continue in their duties. In the event that the presidency is vacated on July 1, the vice president shall serve as president. If the vice presidency is also vacated, the board member with the longest consecutive length of service shall assume the duties of president. If two members or more have served for an equal length of time, the senior member in age shall assume the duties of president.”

9. [Doug Epperhart] Motion to create a new Standing Rule:

“At the opening session of the Council, the longest serving member shall preside until a president of the Council has been elected under that member’s supervision. If two members or more have served for an equal length of time, the senior member in age shall have seniority.”

Agenda items 8 & 9 were considered together. Some discussion revolved around the contention that this involves a Bylaws change (not just a Standing Rule change), since item 8 changes the length of the term of office for officers. This was resolved when it was pointed out that current CSPNC bylaws specify that Board Member terms end June 30 (Article V Section 4), but the terms of officers persist “... until the election and qualification of their respective successors” (Article VI Section 4). Because of the complexity of this issue and the lack of time sensitivity, there was a consensus to postpone consideration.

Unanimously recommended to postpone consideration until next Rules & Bylaws meeting (Chair abstained).

10. [Doug Epperhart] Motion to create a new Standing Rule:

“Standing rules shall have effect from the date of their adoption at the first regular meeting of the board’s term until the first regular meeting of the next term or until the board shall adopt standing rules for the new term.”

11. [Doug Epperhart] Motion to create a new Standing Rule:

“On the motion of a board member, the provisions of these standing rules may be suspended if supported by two thirds of the voting members.”

Agenda items 10 & 11 were considered together. There was a consensus that these are unnecessary, since they essentially replicate clauses in *Robert’s Rules of Order Newly Revised*, already adopted by CSPNC.

Unanimously recommended NOT to forward items 10 & 11 to the Agenda Meeting (Chair abstained).

12. Motion to create a new Standing Rule:

“The standing meeting of the Board of the Coastal San Pedro Neighborhood Council shall be on the third Monday of each month, or may be one week later at the Board’s discretion to avoid falling on Federal or State holidays.”

13. Motion to amend Standing Rule 1, appending the following text:

“The standing Agenda Meeting shall be one week prior to each Board meeting, or may be one week earlier at the Board’s discretion to avoid falling on Federal or State holidays.”

Agenda items 12 & 13 were considered together. To avoid restricting the Board’s freedom of action, the motions were unanimously amended to remove the last clause in each of them:

The standing meeting of the Board of the Coastal San Pedro Neighborhood Council shall be on the third Monday of each month, or may be one week later at the Board’s discretion ~~to avoid falling on Federal or State holidays.~~

The standing Agenda Meeting shall be one week prior to each Board meeting, or may be one week earlier at the Board’s discretion ~~to avoid falling on Federal or State holidays.~~

Unanimously recommended to forward amended items 12 & 13 to the Agenda Meeting (Chair abstained).

14. Motion to incorporate the text of Standing Rule 2 (Organization and Composition of Committees) and Standing Rule 4 (Election of Committee Chairs and Vice Chairs) into Bylaws Article VII (Committees and their Duties) Section 3 (Committee Creation and Authorization), and to subsequently remove those Standing Rules.

Discussion concerned the relative merits of having organizationally-structural rules (like committee structure and organization) in the Bylaws *versus* the desirability of retaining the flexibility of having those rules in the Standing Rules. No strong consensus was achieved. However, there was also discussion of the

(historically accumulated) disorganization of the current committee rules between Bylaws clauses and the two Standing Rules clauses. Consensus was that it would be worth recasting all those rules into a coherent unit for further consideration as a Bylaws amendment at a later date. Chair will prepare that revised text for the next Rules & Bylaws committee meeting.

Unanimously recommended to postpone consideration until next Rules & Bylaws meeting (Chair abstained).

15. *Motion The Coastal San Pedro Neighborhood Council (CSPNC) shall allocate an amount not to exceed \$500 to purchase copies of Robert's Rules of Order Newly Revised 11th Edition and O.G. Jones Parliamentary Procedure at a Glance to be owned by CSPNC and loaned to all seated Board members.*

Discussion covered several topics: the potential for confusing or overwhelming Board members with the full *Robert's Rules* book; the desirability of ensuring that Board members have an authoritative text for procedural questions; the merits of the Jones booklet *versus* possible other supplements; and the number of copies that would actually be needed, since some Board members already own *Robert's Rules*.

The motion was amended to specify 10 copies, reduce the amount of money requested, and change the loan clause:

*The Coastal San Pedro Neighborhood Council (CSPNC) shall allocate an amount not to exceed ~~\$500~~ **\$250** to purchase **10** copies of Robert's Rules of Order Newly Revised 11th Edition and O.G. Jones Parliamentary Procedure at a Glance to be owned by CSPNC and loaned to ~~all~~ seated Board members.*

Recommended to forward item 15 to the Agenda Meeting (voting "aye": Baeza, Epperhart, and Villicano; voting "nay": Gelfand; abstaining: Pentcheff).

The meeting was adjourned at 8:00pm.