

PROPOSED CHANGES FORM

MVCC 2022 ELECTIONS AND BYLAWS COMMITTEE

Submissions for proposed bylaws changes should be sent to the Chair in writing with ample time to review and place on the agenda - one week or more.

CURRENT LANGUAGE CROSSED OUT; PROPOSED LANGUAGE IN RED; RATIONALE FOLLOWING EACH ITEM:

NOTE: Potential changes were noted in the "Standing Rules Change" document that I received. It contained no "rationales"; therefore, if no "rationale" is provided below, the change is from that version. Additionally, this document does NOT contain all of the "potential changes" in the aforementioned document.

1. Authority

These Mar Vista Community Council (MVCC) Standing Rules supersede all prior versions and are subordinate to - and ~~must~~ **shall** adhere to - the MVCC Bylaws; the California Brown Act; the Department of Neighborhood Empowerment (DONE) rules; the Board of Neighborhood Commissioners (BONC) rules; and all local, state, and federal laws that apply.

Rationale: While "must" and "shall" are interchangeable in meaning, a mixture of both is undesirable; consistently using "shall" is preferred.

2. Communications

2.2.1. The posting of committee agendas, minutes, **supporting documents**, and other calendar items by that committee's representative(s).

Rationale: Provide clarity of responsibilities.

3. Expenditures

3.1.3 Community Improvement ~~Grant (CIG)~~ **Project (CIP)** or a Neighborhood Purpose Grant (NPG), as permitted and described by The City of Los Angeles.

3.4 All MVCC ~~CIG~~ **CIP** and NPG applications submitted to the Board for approval shall include all completed, required, or relevant forms as required by the City of Los Angeles, and a Community Benefit Statement.

3.4.1 CIP and NPG applications from a 501(c)(3) shall include a current Form 990 for Board review.

Rationale: The City no longer uses "Grant" for Community Improvement. They now use "Project". Knowing the financial status of an organization requesting City funds is an important piece of information to make a wise decision in spending Taxpayer dollars.

4. Board Agendas

- 4.1. Agenda items with supporting documents, council file number, “directed to”, and/or other pertinent information ~~must~~ shall be submitted to the Chair, Secretary , or designee (due date for submission to be determined by Chair). ~~The Secretary may solicit agenda items via email, at least ten days prior to a scheduled Board meeting, of all Board members and Committee chairs and/or co-chairs.~~

Rationale: Use “shall” for consistency. Include “Chair” and “designee” as 1) the Chair has ultimate responsibility for agenda (per the Bylaws); and 2) a designee may need to be named during a Secretary vacancy. Since submitting agenda items is the responsibility of the submitter and not the recipient, the last sentence should be stricken.

5. Meeting Minutes and Public Notice

- 5.1. The Secretary, or designee, shall ~~forward~~ upload draft board meeting minutes to the website ~~by e-mail to all Board members and committee chairs within ten days of six days prior to the next Board meeting and final minutes uploaded within ten days of approval.~~
- 5.3. *Notice of each policy motion passed at the board meeting (↔) shall be sent to each policy’s associated parties (~~6.D~~) within ten days of Board action, at the discretion of the Chair.
- 5.4. *Upon approval of the minutes by the board, the Secretary (↔) or designee (↔) shall:
 - 5.4.1 Post the minutes to ~~an easily accessible~~ the appropriate page on the MVCC website.
 - 5.4.2 Post each “Policy”, “Funding”, and “Administrative” motion to ~~an easily accessible~~ the appropriate page on the MVCC website according to category.

Rationale: “Circulation of minutes or other documents for approval by the board outside of a public meeting” is an example of a “Serial” Communication which violates The Brown Act. Therefore, this portion of 5.1 should be stricken. Yet, minutes should be available to everyone in a timely fashion. Therefore, uploading minutes to MarVista.org makes them available to all 24/7. Other items are grammar or clarity related.

6. Western Regional Alliance of Councils (WRAC)

- 6.5 All MVCC representatives to WRAC ~~must~~ shall vote on any policy issue before WRAC in accordance with the existing policies and actions taken by MVCC on that issue.

Rationale: “Shall” consistency.

7. Ethics and Transparency

- 7.1. *All Board and committee agendas shall include a standing agenda item for the “Declaration of Ex(-)Parte Communications and Conflicts-of-Interest” by each present MVCC board member, committee chair or co-chair.
- 7.2. *Ex(-)Parte declarations ~~must~~ shall be noted in the official minutes of meetings, including details such as meeting dates, identities of the participants, and the substance of the communication.

Rationale: Ex parte is without a hyphen. “Shall” consistency.

8. Committee Constitution

- 8.1. All committees shall be formed in accordance with Article ~~VII~~ VII of the MVCC Bylaws.
- 8.2. *Ad-Hoc Committees ~~and~~ may be established by majority Board vote to perform specific, time-delimited tasks, and shall be disbanded upon completion of those tasks.
- 8.3. All MVCC Board members shall serve as chair, co-chair, or a vice-chair of no fewer than one committee.

Rationale: Error, typo, and grammar corrections.

9. Committee Business

- ~~9.3 Items requested by a Director, or by petition of no fewer than five stakeholders, shall be agendized by the committee chair within 60 days.~~
- ~~9.8 A committee officer or designated stakeholder shall represent the minority position of each controversial motion or resolution considered by the Board via a minority report.~~
- 9.10 Each committee chair or designee, shall **upload draft committee minutes to the website six days prior to the next meeting and final minutes uploaded within ten days of approval.** ~~post meeting minutes upon committee approval to the committee’s page on the MVCC website.~~

Rationale: 9.3 contradicts the Bylaws (which are a higher authority); 9.8 is burdensome, not realistic, and has not been done in the three years that I have been involved with the MVCC. At the very least, “shall” should be changed to “may”; 9.10 is clearer language and consistent with 5.1 (Board posting requirements).

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DATE 1/9/22

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