BYLAWS
of the
GREATER WILSHIRE NEIGHBORHOOD COUNCIL

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ARTICLE I
NAME

The name of this Neighborhood Council shall be the Greater Wilshire Neighborhood Council ("Council" or "GWNC"), an officially recognized advisory council that is part of the Los Angeles Citywide System of Neighborhood Councils.

ARTICLE II
PURPOSE

A. The PURPOSE of the GWNC is to participate as a City of Los Angeles entity advising on issues of concern to our neighborhood and on the governance of the City of Los Angeles.

B. The MISSION and POLICY of the GWNC shall be to:

1. Respect the dignity and expression of viewpoints of all individuals, groups, and organizations involved in this neighborhood council.

2. Remain non-partisan and inclusive in our operations including, but not limited to, the election process for the Board of Directors and committee members.

3. Utilize the Early Notification System to inform our neighborhood council of matters involving the City of Los Angeles (and our community) in a way that is tailored to provide opportunities for involvement in the decision-making process.

4. Encourage all Stakeholders to participate in all activities of this neighborhood council.

5. Prohibit discrimination against any individual or group in our operations on the basis of race, religion, color, creed, national origin, ancestry, sex, sexual orientation, age, disability, marital status, income, homeowner status, renter status, or political affiliation.

6. Maintain fair, open, and transparent procedures for the conduct of Council business.

ARTICLE III
BOUNDARIES

Section 1: Boundary Description – The GWNC is bounded on the west by La Brea Avenue, from Olympic Boulevard north to Willoughby Avenue, east to Wilcox Avenue, south to Melrose Avenue, east to Manhattan Place (both sides), south to the south side of Clinton Street, east to the rear (western) property line of the lots fronting on Western Avenue, south along that property line to Beverly Boulevard (both sides), west to Manhattan Place (both sides), south to Sixth Street, west to Wilton Place, south to Seventh Street, east to Manhattan Place (both sides), south to Olympic Boulevard, and west to La Brea Avenue. See the attached map.

Section 2: Internal Boundaries – The GWNC is comprised of fifteen (15) *geographic areas*.

A. BROOKSIDE – Highland Avenue (both sides) from Olympic Boulevard north to Wilshire Boulevard; east to Muirfield Road (both sides); south to Olympic Boulevard; west to Highland Avenue.

B. CITRUS SQUARE – La Brea Avenue north from Third Street to Beverly Boulevard; east to Citrus Avenue (both sides); south to Third Street; west to La Brea Avenue.

C. COUNTRY CLUB HEIGHTS – Wilton Place from Olympic Boulevard north to 7th Street; east to Manhattan Place (both sides); south to Olympic Boulevard; west to Wilton Place.

D. FREMONT PLACE – Area east of Muirfield Road and west of Lucerne Boulevard between Wilshire Boulevard and Olympic Boulevard.

E. HANCOCK PARK – Highland Avenue (both sides) from Wilshire Boulevard north to Melrose Avenue; east to Rossmore Avenue (both sides); south to Wilshire Boulevard; west to Highland Avenue.

F. LA BREA/HANCOCK – La Brea Avenue from Wilshire Boulevard north to Third Street; east to Citrus Avenue (both sides); south to Wilshire Boulevard; west to La Brea Avenue.

G. LARCHMONT VILLAGE – Arden Boulevard (both sides) from Beverly Boulevard north to Melrose Avenue; east to Wilton Place; south to Beverly Boulevard; west to Arden Boulevard.

H. MELROSE NEIGHBORHOOD – La Brea Avenue from Beverly Boulevard north to Willoughby Avenue; east to Wilcox Avenue; south to Melrose Avenue; west to Citrus Avenue (both sides); south to Beverly Boulevard; west to La Brea Avenue.

I. OAKWOOD-MAPLEWOOD-ST. ANDREWS NEIGHBORHOOD – Wilton Place from Beverly Boulevard north to Melrose Avenue; east to Manhattan Place (both sides); south to Beverly Boulevard; west to Wilton Place.

J. RIDGEWOOD - WILTON - ST. ANDREWS SQUARE – Wilton Place (both sides) from Third Street north to Second Street; north along Wilton Drive (both sides) and Ridgewood Place (both sides) to Beverly Boulevard; east to Manhattan Place (both sides); south to Third Street; west to Wilton Place.

K. SYCAMORE SQUARE – La Brea Avenue from Olympic Boulevard north to Wilshire Boulevard; east to Citrus Avenue (both sides); south to Olympic Boulevard; west to La Brea Avenue.

L. WESTERN-WILTON ("WE-WIL") NEIGHBORHOOD – Wilton Place (both sides) north from Sixth Street to Third Street; east to Manhattan Place (both sides); south to Sixth Street; west to Wilton Place.

M. WILSHIRE PARK – Crenshaw Boulevard from Olympic Boulevard north to Wilshire Boulevard; east to Wilton Place; south to Olympic Boulevard; west to Crenshaw Boulevard.

N. WINDSOR SQUARE – Arden Boulevard (both sides) from Wilshire Boulevard north to Beverly Boulevard; east to Van Ness Avenue (both sides); south to Wilshire Boulevard; west to Arden Boulevard.

O. WINDSOR VILLAGE – Lucerne Boulevard (both sides) from Olympic Boulevard north to Wilshire Boulevard; east to Crenshaw Boulevard; south to Olympic Boulevard; west to Lucerne Boulevard.

ARTICLE IV
STAKEHOLDER

Neighborhood Council membership is open to all Stakeholders. "Stakeholders" shall be defined as those who live, work, or own property in the neighborhood and also those who declare a stake in the neighborhood and affirm the factual basis for it.

ARTICLE V
GOVERNING BOARD

The Board of Directors ("the Board") shall be the Governing Body of the Council within the meaning of that term as set forth in the *Plan for a Citywide System of Neighborhood Councils* ("the Plan").

Section 1: Composition –The GWNC Board shall number twenty-one (21) members, who shall be qualified and elected as specified in Article X of these Bylaws, representing the Council's *geographic areas* and *special interest categories* as follows:

A. Geographic Areas: Fifteen (15) Directors shall be Stakeholders representing, one (1) each, the Council's fifteen (15) *geographic areas* defined in Article III, Section 2.

B. Special Interest Categories: Six (6) Directors shall be Stakeholders representing, one (1) each, the Council's six (6) *special interest categories,* as those categories are defined below:

1. One (1) - "Business," from among representatives of business and/or business associations located within Council boundaries.

2. One (1) - "Renter," from among renters who live but do not also own property located within Council boundaries.

3. One (1) - "Education," from among representatives of educational institutions located within Council boundaries.

4. One (1) - "Religious," from among representatives of religious organizations located within Council boundaries.

5. One (1) - "Other Nonprofit," from among representatives of other nonprofit groups located within Council boundaries.

6. One (1) - "At-Large," from among all Stakeholders.

C. Alternates: Each member of the Board shall have an Alternate who is authorized to vote in that Board member's absence. Alternates shall have the same qualifications and shall be selected by the same method, and at the same time, as voting members.

D. Board Representation: This Council's goal, as set forth in Article II above, is to foster a Board that fairly represents as many of the Council's constituencies as possible. The Board shall reflect the diversity of the Council's Stakeholders. Accordingly, no single Stakeholder group shall comprise a majority of the Council's Board unless extenuating circumstances warrant and are approved by the Department of Neighborhood Empowerment (Department). So long as they each meet the qualifications for candidacy set forth below in Article X, Directors and their Alternates need not belong to the same Stakeholder category or community-based organization. Directors and Alternates should remember that the apportionment of the Board is designed to encourage participation that is widespread in geography and diverse in interests and experiences.

Section 2: Quorum – Three-fifths (3/5) of the twenty-one (21) member Board (13 members) shall constitute a quorum. A vote on any matter on the Board's agenda cannot be made unless there is a quorum present at the time of the vote.

Section 3: Official Action – The Board shall take Official Action by a majority vote of the total number of Board members present at a meeting, except as otherwise expressly provided herein. There shall be no proxy voting.

Section 4: Terms and Term Limits – Board members and Alternates shall serve two (2) year renewable terms, commencing and ending at the first Board meeting convened after certification of the results of the Election of Directors. No person shall serve as a Board member or Alternate for more than four (4) consecutive two (2) year terms. For purposes of this Article, service of six (6) months or more of a two (2) year term shall be deemed service of a full term.

Section 5: Duties and Powers - The primary duties of the Board shall be to govern the Council and to carry out its objectives.

A. Accountability: The affairs and business of the Council shall be managed by the Board.

B. Privacy: The Council shall protect the privacy of its Stakeholders. Any Stakeholder database created by or on behalf of the Council shall be used exclusively for the purposes of Stakeholder communication, notice, and outreach. In no event shall any such database be compiled from public meeting sign-in sheets. The Council shall deny and refuse to disclose such database and all Stakeholder information pursuant to California Public Records Act Sections 6254(c) and 6255, and such other provisions of law regarding the protection of records from disclosure.

C. Communication: No individual Director of the Board shall speak for the Board or otherwise publicly represent a Board position unless authorized to do so by Official Action of the Board. The Board may, by Official Action, delegate to any individual the authority to present before any public body a standing Council position previously adopted by the Board or a statement that the Council has had insufficient time to develop a position or recommendation on a matter before that body. Such authority may be revoked at any time by the Board.

Section 6: Vacancies – During a Director's or Alternate's term, he or she must continue to be qualified to run for the seat to which he or she was elected or appointed. (As an example, a Director elected to represent a geographical area must continue to live, work, or own property in that area). If a Director or Alternate no longer qualifies, that Director's or Alternate's position shall be deemed to have been vacated. When a Director is not present at a meeting or vacates the Board, his or her position shall be filled by the Alternate (just for the meeting when the Director is absent but permanently when the Director has vacated the position). When a Director's position has been filled permanently by the Alternate, when an Alternate vacates the Board, or when no Alternate was elected, a replacement for the Alternate shall be appointed by the Board. Where both the Director's and the Alternate's seat are vacant (for example, where no one stood for election), replacements for both shall be appointed by the Board. Any qualified Stakeholder interested in serving as such a replacement Director or Alternate shall submit a written application to the Secretary within forty-five (45) days after the date a replacement seat becomes open. After the lapse of forty-five (45) days, the Secretary shall forward the names of all applicants to the Board. The Board shall have discretion to appoint the replacement from the applicants or among any other qualified Stakeholders. The term of all appointed Directors and Alternates shall be limited to the term for the vacant seat.

Section 7: Absences – "Poor Attendance" is when a Director misses three (3) consecutive Board meetings. If a Director misses three (3) consecutive Board meetings, the Director shall be deemed suspended, and shall not be entitled to vote or speak on any matter except as provided in this paragraph. The Secretary shall then have the matter placed on the agenda for a vote of the Board at the next regular meeting of the Board. A vote of "No Confidence" by two-thirds (2/3) of the entire number of the Board shall be necessary to remove the identified Board member forthwith. The Director who is the subject of the removal action shall not take part in the vote on the matter, but will be allowed to speak at the Board meeting prior to the vote. If an adequate number of Board Directors are not present to pass a motion for removal, the matter shall be placed on the agenda for the next regular meeting, and every meeting thereafter, until such time as a vote is taken. A Board-approved removal under this section shall be effective upon passage, and the Director's position shall be deemed vacated. The suspension of a Director pursuant to this section shall remain in effect until (a) his or her removal becomes effective, or (b) a vote of "No Confidence" on his or her removal fails, or (c) his or her term expires.

Section 8: Censure – Intentionally left blank.

Section 9: Removal – A Director may be removed for Poor Attendance in Section 7 above, or may be recalled in response to a petition.

A Director may be removed by the submission of a written petition that (a) identifies the Director to be removed, (b) describes in detail the reason(s) for removal, and (c) includes the signatures of a

minimum of two hundred fifty (250) Stakeholders. Upon verification of such a petition, the Secretary shall have the matter placed on the agenda for a vote of the Board at the next regular meeting of the Board. A vote of "No Confidence" by two-thirds (2/3) of the entire number of the Board shall be necessary to remove the identified Director member forthwith. The Director who is the subject of the removal action shall not take part in the vote on the matter, but will be allowed to speak at the Board meeting prior to the vote. If an adequate number of Board Directors are not present to pass a motion for removal, the matter shall be placed on the agenda for the next regular meeting, and every meeting thereafter, until such time as a vote is taken. A Board-approved removal under this Article VI shall only be effective with the written concurrence of the Office of the City Attorney, and only then shall the Director's position be deemed vacated. No more than one (1) recall petition may be filed per term of office against a Director.

Section 10: Resignation – A Board Director may resign from the Council, and the position shall then be deemed vacant. Any Director of the Board who ceases to be a Stakeholder is required to submit his or her resignation to the Board for discussion and action at a Board meeting.

Section 11: Community Outreach – In pursuit of the Policy established in Article III of these Bylaws, the Board shall at all times promote and maintain a system of outreach to involve all Stakeholders in all activities of this neighborhood council, including to recruit nominees for subsequent election to the Board. The purpose of this outreach is to maximize the opportunity for every Stakeholder to participate.

The Council shall establish a system to communicate with Stakeholders on a regular basis and to allow for proper notice of membership meetings. The Council shall create and maintain an e-mail list, which shall be used to distribute announcements to all Stakeholders who request to be included on the list, and such list shall be used for Council purposes only. In addition, these e-mail notices will be sent to all community-based organization leaders in the Council area who request to be included on the list. Further, the Council will publish announcements and updates on a publicly available website and in one (1) or more local periodicals on a regular, but not less than bi-monthly, basis.

ARTICLE VI
OFFICERS

Section 1: Officers of the Board – Officers shall include a President, a Vice-President, a Secretary, and a Treasurer.

Section 2: Duties and Powers – The duties of the Officers are as follows and also include such additional duties as may be adopted by Official Action of the Board:

A. President: The President shall be the chief executive officer of the Council and its Board. He/she will preside over meetings and serve as the chief representative and spokesperson of the Council to the community and the City of Los Angeles.

   The President may appoint a Parliamentarian, who shall serve at the pleasure of the President. The Parliamentarian shall advise the President on procedural matters, including on the application of *Robert's Rules*, any Board Rules, and these Bylaws, during meetings.

B. Vice-President: The Vice President shall fulfill the responsibilities of the President in the President's absence and in other ways as the President or Board may prescribe.

C. Secretary: The Secretary shall keep the minutes of the Board meetings and perform such other duties as may be prescribed by the Board. An Assistant Secretary may be appointed by the President, with concurrence from the Secretary.

D. Treasurer: The Treasurer shall oversee and be charged with full custody and control of Council funds and assets, all as more fully set forth in Article IX, Finances. The Treasurer will abide by Generally Accepted Accounting Principles. An Assistant Treasurer may be appointed by the President, with concurrence from the Treasurer.

Section 3: Selection of Officers – All Officers shall be elected from among members of the Board by a Board majority vote at the first Board meeting convened after certification of the results of the election of Directors.

Section 4: Officer Terms – Officers shall serve two (2) year renewable terms. The Board may replace any officer at any time by a majority vote.

ARTICLE VII
COMMITTEES AND THEIR DUTIES

The Board may create a system for the election, selection or appointment of Stakeholders to committees, sub-committees and/or ad hoc committees as need arises. When committees are established or disbanded, that action shall be noted by the Secretary in Board meeting minutes.

Section 1: Standing – See Board Rules.

Section 2: Ad Hoc Committees – The Board may create Ad Hoc Committees as needed to deal with temporary issues.

Section 3: Committee Creation and Authorization – All committee meetings shall be governed by Board Rules or by Robert's Rules where no Board Rules apply.

ARTICLE VIII
MEETINGS

Board meetings shall comply with the Ralph M. Brown Act and shall be noticed and conducted in accordance with the Act. Meetings of the Board of Directors shall be open and public to permit the most Stakeholders to participate, as far as possible, in the conduct of business, deliberation, and the decision-making process

Section 1: Meeting Time and Place – Regular meetings of the Board shall be held on the second Wednesday of every month, or at such other times as directed by the Board, and shall occur no less than once per calendar quarter. Special meetings may be called at any time by the Board, provided

proper notice is given under the Brown Act. Board meetings shall take place at a location within Council boundaries.

Section 2: Agenda Setting – See Board Rules.

Section 3: Notifications/Postings – Notification of all Board meetings shall include, to the fullest extent possible, posting on the Early Notification (ENS) System of the City of Los Angeles, on the Council's website, at a minimum of five (5) public or commonly frequented locations throughout the Council area, and in one (1) or more publication(s) local to the Council area. Posted agendas shall offer translation assistance in Spanish and Korean.

Agendas will be e-mailed to any and all Stakeholder lists maintained by the Council. Pursuant to the Ralph M. Brown Act, should any Stakeholder request in writing to receive an agenda by mail, it will be mailed, and a fee shall be charged to the Stakeholder.

Section 4: Reconsideration – The Board may reconsider and amend its action on items listed on the agenda if reconsideration takes place (a) immediately following the original action, or (b) at the next regular meeting. A Motion for Reconsideration can only be made by a Board member (the "Moving Member") who previously voted on the prevailing side of the original action taken. If the Moving Member wishes the motion to be scheduled at the next meeting following the original action, then two (2) items shall be placed on the agenda for that next meeting: (1) the Motion for Reconsideration of the described matter, and (2) the motion on the actual matter, should the Motion for Reconsideration be approved. If a Motion for Reconsideration is not heard on the same date the action originally was taken, the Moving Member must submit a memorandum to the Secretary identifying the matter to be reconsideration and a brief description of the reason(s) for requesting reconsideration. The aforesaid shall all be in compliance with the Ralph M. Brown Act.

ARTICLE IX
FINANCES

Subject to further guidance from the City of Los Angeles, the following financial policies shall be followed:

A. Accounting: The Treasurer shall establish and oversee a system of bookkeeping and accounting for the Council that complies with Generally Accepted Accounting Principles or other standards promulgated by the City of Los Angeles for neighborhood councils and that conforms to all applicable local, state, or federal laws. The Treasurer may request authorization from the other members of the Board to retain a financial professional to assist in creating a bookkeeping and accounting system. The Treasurer may also request the assistance of the Department when implementing same. The Treasurer, however, shall be ultimately responsible for the maintenance of the system of bookkeeping and accounting and for the protection of all Council assets.

B. Regular Financial Reports to the Board: The Treasurer shall make a financial report at every regular meeting of the Board.

C. Annual Reports to the City: The Treasurer shall be responsible for preparing, or coordinating the annual preparation of, a financial statement for the Department. The Treasurer also shall coordinate and cooperate with the Department on establishing a process and/or a system by which the financial statements, books, and accounts can be reviewed by the Department pursuant to the Plan.

D. Inspection of Financial Records: The financial statements, books, and accounts of the Council shall be open for inspection and copying by any member of the public upon a written request to the Board. The Board shall establish fair and open procedures to permit inspection within a reasonable time. Any copying of financial records shall be performed by an established copy service, and the charge for such a service shall be paid by the person or entity requesting the copies.

E. Fiscal Year: The fiscal year for the Council shall start on July 1st and end on June 30th of each year.

F. Treasurer's Duties: The Treasurer must insure that:

1. The bank reconciliation is prepared monthly.

2. All disbursements are approved by the President.

3. All checks are signed by the President or Vice President and are counter-signed by the Treasurer or Assistant Treasurer, if an Assistant Treasurer has been appointed, and these officers shall be deemed the approved signatories as required by the Department

G. Contents of Financial Statements:

1. A financial statement is to be prepared in accordance with Generally Accepted Accounting Principles or other standards promulgated by the City of Los Angeles for neighborhood councils.

2. Financial statements must describe the use of funds or grants and must include: amounts appropriated; expenses paid; and ending balances of the funds or grants.

3. The annual financial statement (Section C, above) is to be submitted to Department annually pursuant to Department policies and procedures.

ARTICLE X
ELECTIONS

Section 1: Administration of Election – The Council's election will be conducted pursuant to any and all City ordinances, policies and procedures pertaining to neighborhood council elections.

Section 2: Governing Board Structure and Voting – The number of Board seats, the eligibility requirements for holding any specific seat, and which community Stakeholders may vote for Board seats, are noted in Attachment B.

Only such Stakeholders who are present at the election shall be permitted to vote. There shall be no absentee voting, including but not limited to voting by mail or proxy.

Stakeholders who live, work or own property within the Council boundaries may cast one (1) vote for a *geographic area* candidate seeking to represent the Stakeholder's address and one (1) vote for a *special interest category* in which the Stakeholder qualifies to vote including the "at large" *special interest category*. Stakeholders who declare a stake in the neighborhood and affirm the factual basis for it may only vote for the "at large" *special interest category*. No Stakeholder may cast more than two (2) votes.

Section 3: Minimum Voting Age – All Stakeholders aged eighteen (18) and above shall be entitled to vote in the Neighborhood Council elections.

Section 4: Method of Verifying Stakeholder Status – Voters will verify their Stakeholder status by providing acceptable documentation. Stakeholder status may also be established by means of declaring a stake (or interest) in the neighborhood and providing documentation supporting that declaration

Section 5: Restrictions on Candidates Running for Multiple Seats – A candidate shall declare their candidacy for no more than one (1) position on the Board during a single election cycle.

Section 6: Other Election Related Language - The candidate receiving the most votes in each *geographic area* shall be considered elected as a Board Director; the candidate receiving the second-most votes in each *geographic area* shall be considered elected as the Alternate for that seat. The candidate receiving the most votes in each *special interest category* shall be considered elected as a Board Director; the candidate receiving the second-most votes in each *special interest category* shall be considered elected as the Alternate for that seat. If any second-place candidate declines to be the Alternate, the third-place candidate shall be considered elected as the Alternate, and so on.

ARTICLE XI
GRIEVANCE PROCESS

A. Applicability: This formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board at its meetings. Those differences of opinion 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.

B. Procedure: Any grievance by a Stakeholder must be submitted in writing to the Board. The Board shall refer the matter to an *ad hoc* grievance panel comprised of five (5) Stakeholders, who are randomly selected by the Secretary from a list of such individuals (not Board members or Alternates) who previously have expressed an interest in serving from time-to-time on such a grievance panel. The Secretary will maintain the list as a public record of the Board. The Secretary will coordinate a time and a place for the panel to meet with the person(s) submitting a grievance to discuss ways in which the dispute may be resolved. As and when applicable, the activities of any *ad hoc* grievance panel shall be subject to the meeting requirements of the Ralph M. Brown Act.

C. Report: Thereafter, one (1) panel member selected by the panel shall promptly (within two (2) weeks of the panel's meeting) prepare a written report to be forwarded by the Secretary to the Board outlining the panel's collective recommendations for resolving the grievance. The Board may receive a copy of the panel's report and recommendations prior to any meeting by the Board, but the matter shall not be discussed among the Board members until the matter is heard at the next regular meeting of the Board pursuant to the Ralph M. Brown Act.

D. Board Action: At its next regular meeting, the Board shall discuss the panel's report and take one (1) of the following actions: (1) affirm or reject the panel's recommendation; or (2) respond to the recommendation and ask the panel to reconvene with the person(s) submitting the grievance to consider the Board's response so the panel might outline a revised recommendation to the Board; or (3) table any decision for one (1) meeting cycle to allow time to seek advice from the Department as to how to proceed. If the last option is selected, the Secretary shall forward the matter to the Department for advice, and the response received from the Department will be forwarded by the Secretary to the panel with the request that the panel reconvene with the person(s) submitting the grievance to consider the Department's response so the panel might outline a revised recommendation to the Board.

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

ARTICLE XII
PARLIAMENTARY AUTHORITY

Where the Board has not adopted its own rules for conducting its meetings, the Board shall follow the most recent edition of Robert's Rules of Order, Newly Revised. "Rules for the Conduct of the Greater Wilshire Neighborhood Council Meetings" (hereinafter "Board Rules") may be developed and adopted by a two-thirds (66%) vote of the total number of Board members present at a meeting. Board Rules may be changed or modified by the Board at future meetings in the same manner (two-thirds (2/3) vote of members present). Board Rules formally adopted and set forth in writing shall, unless contrary to state or federal law, take precedence where there is a conflict with Robert's Rules.

ARTICLE XIII
AMENDMENTS

A. At any regular Board meeting whose agenda includes a proposed Bylaw amendment, and after public discussion at the meeting, these Bylaws may be amended or revised by a two-thirds (2/3) vote of the entire number of the Board. Within fourteen (14) days after such a vote to amend the Bylaws, a Bylaws Amendment Application shall be submitted to the Department for review and approval by the Department, all in accordance with the Plan. The Bylaws amendments will not be effective until approved by the Department.

B. Changes, additions, or deletions to these Bylaws may be proposed by the Board or any Stakeholder(s) during the public comment period of a regular meeting of the Board or prior to distribution of the notice of such a meeting. Such a proposal must be formalized in a writing

delivered to the Secretary who will include the proposal on the agenda for public discussion at the next regular meeting.

ARTICLE XIV
COMPLIANCE

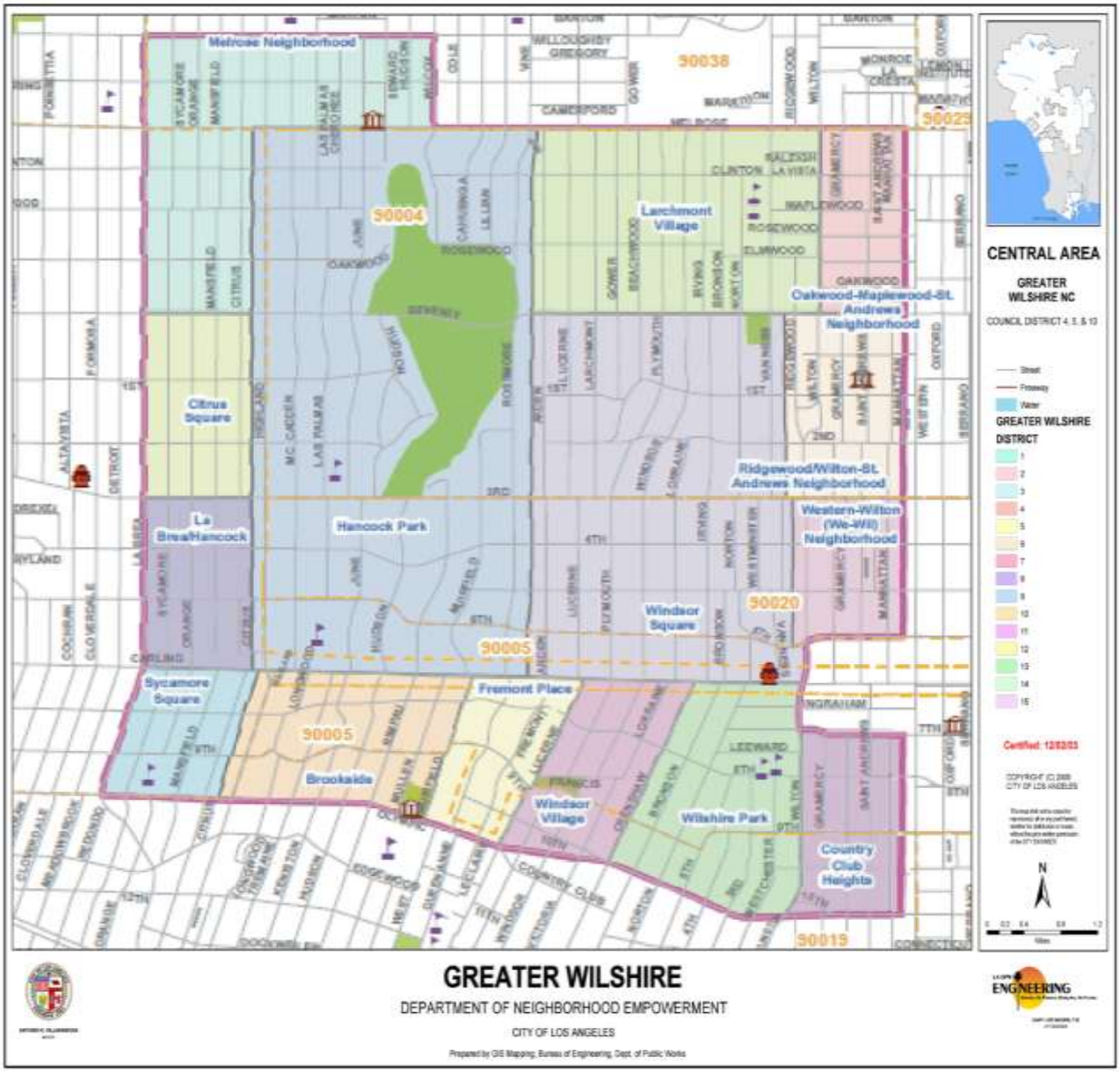
The Board, its representatives, and all committee members shall refrain from knowingly and intentionally violating these Bylaws and any Rules of the Board and shall abide by the Plan and all city, county, state, and/or federal laws that apply.

Section 1: Code of Civility –The Council, its representatives, and all Stakeholders will endeavor to conduct Council business in a professional and respectful manner.

Section 2: Training – Intentionally left blank.

Section 3: Self Assessment – Intentionally left blank.

ATTACHMENT A - Map of Greater Wilshire Neighborhood Council



ATTACHMENT B – Governing Board Structure and Voting

Greater Wilshire Neighborhood Council – 21 Board Seats

BOARD POSITION	# OF SEATS	ELECTED OR APPOINTED?	ELIGIBILITY TO RUN FOR	ELIGIBILITY TO VOTE FOR THE SEAT
Geographic Area Directors 1 to 15 Term: 2 Years	15	Elected	Stakeholders who live, work or own property within the respective geographic areas and who are 18 years or older.	Stakeholders who live, work or own property within the respective geographic area and who are 18 years or older.
Renter Representative Term: 2 Years	1	Elected	Stakeholder who rents and lives but does not own property within the GWNC and who is 18 years or older.	Stakeholders who rent and live but do not own property in the GWNC and who are 18 years or older.
Business Representative Term: 2 Years	1	Elected	Stakeholder who is a regular and ongoing participating representative of a business or business association within the GWNC boundaries and who is 18 years or older.	Stakeholders who are regular and ongoing participating representatives of a business or business association within the GWNC boundaries and who are 18 years older.
Education Representative Term: 2 Years	1	Elected	Stakeholder who is a regular and ongoing participating representative of an educational institution within the GWNC and who is 18 years of age or older.	Stakeholders who are regular and ongoing participating representatives of an educational institution within the GWNC and who are 18 years or older.
Religion Representative Term: 2 Years	1	Elected	Stakeholder who is a regular and ongoing participating representative of a religious organization within the GWNC and who is 18 years or older.	Stakeholders who are regular and ongoing participating representatives of a religious organization within the GWNC and who are 18 years or older.
Other Nonprofit Representative Term: 2 Years	1	Elected	Stakeholder who is a regular and ongoing participating representative of another nonprofit group within the GWNC and who is 18 years or older.	Stakeholders who are regular and ongoing participating representatives of another nonprofit group within the GWNC and who are 18 years or older.
At Large Representative Term: 2 Years	1	Elected	Any regular and ongoing participating stakeholder who lives, works, owns property within the GWNC or who declares a stake in the neighborhood and affirms the factual basis for it and who is 18 years or older.	Stakeholders who live, work, own property within the GWNC or those who declare a stake in the neighborhood and affirm the factual basis for it and who are 18 years or older.