

# HERMON NEIGHBORHOOD COUNCIL BYLAWS

*(Adopted by stakeholders: December 7, 2016)*

*(Submitted for approval as part of L.A. City certification process: December 12, 2016)*

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*(Approved, with amendments, by the Board of Neighborhood Commissioners: May 25, 2017)*

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**ARTICLE I  
NAME**

The name of this Los Angeles City advisory board will be “Hermon Neighborhood Council” (HNC).

**ARTICLE II  
PURPOSE**

The purpose of the Hermon Neighborhood Council shall be to:

- A. Provide a forum for discussion and review of Hermon neighborhood issues and projects, as well as the delivery of City services to its stakeholders.
- B. Engage an ever broadening range of HNC area stakeholders in deliberation and collaboration on matters affecting the neighborhood, providing them in advance with balanced and necessary background information.
- C. Promote growing HNC area stakeholder participation in City of Los Angeles governance and decision-making processes, and to create a greater awareness and utilization of city services available to HNC area stakeholders.
- D. Advocate HNC issues to government and private agencies, where there is widespread neighborhood agreement.
- E. Inform and educate HNC area stakeholders and residents of civic events and other resources available to them.
- F. Work with other Los Angeles City neighborhood councils, neighboring communities, and local organizations on issues of common interest.

**ARTICLE III  
BOUNDARIES**

**SECTION 1: BOUNDARY DESCRIPTION**

The boundaries of the Hermon Neighborhood Council shall be as follows:

- Starting at where York Boulevard and the Arroyo Seco Parkway (SR 110) meet go east-southeast to the City of Los Angeles border with City of South Pasadena.
- Turn south along the city lines to Oak Hill Place.
- Turn south-southwest on Oak Hill Place, which becomes Hellman Avenue (and runs parallel to and one block west of Collis Avenue, following the eastern edge of the 90042 zip code), to Via Marisol.
- Go north west on Via Marisol to Via Colina.
- Turn south on Via Colina to west Cabrillo Villas.
- Turn west, along the property lines of the condominiums of Monterey Hills on the north side of Via Arbolada to the northern property line of the residential property on the east side of Monterey Road (4248 Monterey Road), and then to Ernest E. Debs Regional Park.
- Then, follow boundary of Ernest E. Debs Regional Park to Via Marisol.
- West on Via Marisol to the Arroyo Seco Parkway (SR 110), then go north east on the Arroyo Seco Parkway (SR 110) to York Boulevard (starting point).

**SHARED AREA(S)**

Note: Ernest E. Debs Regional Park is shared with Arroyo Seco, Historic Highland Park, and LA-32 Neighborhood Councils.

**SECTION 2: INTERNAL BOUNDARIES**

For purposes of electing area representatives, the HNC will consist of three districts approximately equal in estimated stakeholder numbers, as follows:

**HERMON-North**

Within the general HNC boundaries described herein, the entire area north of the midway point of Avenue 60.

**HERMON-West**

Within the general HNC boundaries described herein, the area south of the midway point of Avenue 60 that lies west of the midway point of Monterey Road (includes Ernest E. Debs Regional Park)

**HERMON-East**

Within the general HNC boundaries described herein, the area south of the midway point of Avenue 60 that lies east of the midway point of Monterey Road.

**ARTICLE IV  
STAKEHOLDER**

Stakeholders are individuals who: live, work, or own real property within the HNC boundaries, or those who declare a stake in the Hermon neighborhood as a community interest stakeholder – defined as a person who affirms a substantial and ongoing participation within the HNC’s boundaries and who may be in a community organization such as -- but not limited to -- educational, non-profit and/or religious organizations.

The HNC shall not discriminate in any of its policies, recommendations or actions, against any individual or group on the basis of race, religion, color, creed, national origin, ancestry, sex, sexual orientation, age, disability, marital status, income or political affiliation.

**ARTICLE V  
GOVERNING BOARD**

**SECTION 1: COMPOSITION**

The Board shall be comprised of **nine (9)** representatives, elected from among and by the HNC stakeholders, as follows:

- 3 - District Representatives**
- 4 - Community Resource Representatives**
- 2 - Special Interest Representatives**

**A. District Representatives (3).**

District representatives must be stakeholders within the district they wish to represent. They shall be elected by those stakeholders who live, work, own real property, or who declare a stake in that same district of the Hermon neighborhood as a community interest stakeholder. Each of the three geographical districts of the HNC -- as defined in Article III, Section 2 (Hermon-North, Hermon-West, and Hermon-East) shall elect one district representative.

**B. Community Resource Representatives (4).**

Community Resource Representatives shall be elected by the stakeholders at large. There shall be one such representative for each of the following four (4) resource groupings within the HNC area:

- 1) Community Organizations: Educational**
  - (Suggested for) individuals employed by or having an ongoing and significant affiliation with educational institutions/organizations within the HNC boundaries, or educators who are otherwise HNC stakeholders.
- 2) Community Organizations: Charitable, Civic, or Faith-based**
  - (Suggested for) individuals employed by or having an ongoing and significant affiliation with faith-based entities, residential associations, not-for-profits, or other established organizations based within the HNC area.
- 3) Quality of Life.....Environment, Health, and Safety (1 seat)**
- 4) Cultural.....History, Culture, and the Arts (1 seat)**

**C. Special Interest Representatives (2).**

Special Interest Representatives shall be elected by the HNC stakeholders at large. There shall be one such representative for each of the following special interest areas within the HNC:

- 1) Youth Representative (aged 16-20)**
- 2) Community Interest Representative**

**SECTION 2: QUORUM**

A minimum of six (6) HNC Board members shall be required at HNC meetings in order to transact board business. A majority vote of the Board members present shall be sufficient to transact business unless otherwise stated in these bylaws.

### **SECTION 3: OFFICIAL ACTIONS**

A simple majority vote of the Board representatives present, not including abstentions, shall be sufficient Board business unless otherwise stated in these bylaws.

### **SECTION 4: TERMS AND TERM LIMITS**

Representatives shall serve a term of two years or until their successors take office. No representative shall serve more than three (3) consecutive terms in the same category.

No stakeholder may serve more than four (4) consecutive terms in any combination of board seats without first having taken leave of the board for at least one full year.

### **SECTION 5: DUTIES AND POWERS**

- A. The elected leadership of the Hermon Neighborhood Council shall be its Board of Representatives (Board). Subject to the powers reserved to stakeholders herein, the Board has the power to establish policies, procedures, and positions of the HNC, and to review and recommend actions to governmental and other entities on issues affecting the Hermon neighborhood.
- B. Members of the Board will adhere to any and all applicable City of Los Angeles Conflict of Interest Codes.

### **SECTION 6: VACANCIES**

Board vacancies shall be filled by a selection process to be held during a regular meeting of the Board. This process, to be detailed in the Standing Rules, shall include a mechanism by which stakeholders who would otherwise be eligible to vote for candidates for the empty seat (as part of a regular election; see Attachment A) and who are present at that meeting may state their preference from among the eligible candidates. A majority vote of the Board members present shall be sufficient to fill the vacancy.

### **SECTION 7: ABSENCES**

Board members are expected to attend all HNC meetings. If the Board finds a Board member has two consecutive unexcused absences, or three total unexcused absences from HNC Board meetings in a calendar year, the Board shall declare that seat vacant and agendaize naming a replacement at the next regular meeting, in keeping with standing rules concerning selection of replacements. An excused absence is defined as one for which the Board member has notified a Board officer that he or she will be absent prior to the meeting.

In the event a Board member exceeds four consecutive absences of any kind (excused or unexcused), the Board Chair or Vice Chair shall contact the Board member and suggest alternatives, such as – but not limited to – the Board member’s voluntary resignation, to allow his/her stakeholder constituency to have adequate representation.

## SECTION 8: CENSURE

There shall be no Board censure clause or similar disciplinary actions included in these bylaws. As co-equal representatives elected by HNC stakeholders, Board members shall respect the right of the area's stakeholders to determine whether each Board representative is operating in the best interest of the neighborhood council (see also Article V, Section 9: "Removal").

## SECTION 9: REMOVAL

Other than for excessive absences (see Article V, Section 7) the Board may not remove a Board member without the express consent of the stakeholders eligible to vote for candidates for that representative's seat. As co-equal representatives elected by HNC area stakeholders, the Board shall respect the right of its stakeholders to determine whether their elected representatives should continue to serve on the Board or be removed as the result of a vote of the stakeholders themselves. The Board may adopt a mechanism as part of its Standing Rules by which the constituents represented by that Board member may petition to hold a vote at a meeting of the Board that could remove and replace any representative. Any such mechanism enacted shall include a method by which the representative in question has a right to appeal to the stakeholders to vote against removal.

## SECTION 10: RESIGNATION

Any Representative may resign by submitting a written resignation to the Board Chairperson.

## SECTION 11: COMMUNITY OUTREACH

In addition to the formal communications overseen by the standing Outreach and Selections Committee, outreach to stakeholders is the responsibility of all Board members, each being called upon to maintain regular contact with the stakeholders within their area of representation. (See also Article VII, Section 1).

# ARTICLE VI OFFICERS

## SECTION 1: OFFICERS OF THE BOARD

There shall be three officers of the HNC. They shall be the **Chairperson, Vice Chairperson, and Treasurer**. Officers shall be elected by the seated board. Their duties and responsibilities shall include, but are not necessarily limited to, the following:

## SECTION 2: DUTIES AND POWERS

- A. The **Chairperson** (or Chair) shall be the convening officer of the HNC Board of Representatives. The Chair shall be responsible for the general oversight of HNC Board and stakeholder meetings. The Chair shall arrange the agenda order for, and preside over all HNC Board meetings.
- B. The **Vice Chairperson** (or Vice Chair) shall assume the duties of the Chair when the Chair is unable to perform duties of office. Additionally, the Vice Chair shall act as the Outreach and Selections Chair for the HNC, maintaining stakeholder contact records in order to facilitate regular

communications with area stakeholders. During election years, the Vice Chair may also appoint – with the Board’s approval -- and convene an ad hoc Candidate Recruitment Committee.

- C. The **Treasurer** shall maintain the financial records of the HNC and oversee all finances. The Treasurer shall submit account statements to the Department of Neighborhood Empowerment (DONE) in accordance with that City department’s requirements. The Treasurer shall report on the financial status of the HNC at each regular meeting, and make HNC financial records available to the public as required by law. The Treasurer shall adhere to all DONE and HNC fiscal procedures.
- D. **Express Limitations on Officer Powers.** Collectively, HNC officers shall never be deemed to constitute an “executive committee” or possess any authority not specifically assigned to them individually in these bylaws or conferred by special action of the full Board. Decisions of the HNC Board will be made as a committee of the whole by all representatives present and at publicly noticed meetings -- unless delegated in advance by Board action to a committee or task group created by the board and given power to act. All communication from departments and elected officials of the City of Los Angeles addressed only to officers and/or an “executive committee” of same will be shared in real-time with the full board, for discussion and possible action at the next meeting, or – if requiring immediate attention -- at a special meeting called by the Chair.

A **secretary** -- who is not an officer -- may also be selected by the Board as a volunteer to record the minutes of meetings for the year. If deemed necessary, this function may be approved as a paid-service relationship by the Board, reporting to the Chair, using approved City vendors. In each case, the HNC will maintain historical records and make such records available to the public as required.

### SECTION 3: SELECTION OF OFFICERS

- A. At the first meeting following certification, following subsequent elections, or at the start of each fiscal year (as deemed most appropriate by the elected Board and so stated in its Standing Rules), as the first order of business, the Board shall elect by voice vote the Chairperson, Vice Chairperson, and Treasurer.
- B. Officer positions which become vacant shall be filled by majority vote of the Board.

### SECTION 4: OFFICER TERMS

- A. Officers shall serve a term of one year or until their successors take office. Officers may not serve more than three (3) consecutive terms in the same office. A stakeholder may not serve more than four (4) consecutive one-year terms in any combination of officer positions. Terms of office will begin on a date to be determined by the Board, based on the scheduling of elections by the appropriate City authorities.
- B. Any officer may resign by submitting a written resignation to the Board.
- C. The Board may remove any Board member from an officer position for any of the following reasons:
  - 1) The officer is unable to carry out her/his duties and responsibilities under Article V1, due to time limitations, illness, or other personal obligations; or otherwise fails to carry out his/her duties.

- 2) The officer prevents the HNC from carrying out its responsibilities and mission as outlined in the Los Angeles City Charter and by these bylaws.
- 3) The officer is elected to a City officer position as defined in the Governmental Ethics Ordinance of the City of Los Angeles and becomes ineligible for his or her HNC position.
- 4) The officer no longer has HNC stakeholder status.
- 5) The officer fails to disclose, or fails to recuse her/himself in the event of a disqualifying interest.

With the exception of provisions 3 and 4 above (for which no Board vote is needed), a two-thirds (2/3) vote of the representatives present at an HNC meeting is required for officer removal for any other listed reason. Such action shall be effective immediately upon the Board vote to remove.

## **ARTICLE VII COMMITTEES AND THEIR DUTIES**

All standing committees shall be “committees of the whole” comprised of all members of the HNC Board of Representatives present and any stakeholders attending its meetings. The following committees shall operate in this manner, as prescribed, meeting in concurrence with regular sessions of the Board, to allow for better participation and greater transparency – unless called to meet for a special, separate meeting, of necessity. With the exception of said special meetings, standing committees will meet in advance of the regular Board sessions, at the same location and deal primarily with agenda items also listed for action of information on the Board’s agenda for that evening.

### **SECTION 1: STANDING**

#### **A. Outreach and Selections Committee**

The Outreach and Selections Committee shall be chaired by the Vice-Chair. That committee shall oversee communication with all HNC stakeholders in accordance with the Brown Act. Outreach will include: regular distribution of mail and flyers; agenda notifications in public places, and through the City ENS distribution system; use of local and appropriate social media; and announcements by E-mail to addresses provided during voter registration, on voluntary meeting sign-in sheets, or otherwise collected. The committee may also oversee (or establish an ad hoc committee to do so) the publication of periodic informational mailings, one or more regular news publications, or establish/maintain a Website or HNC-controlled social media sites. The committee shall also maintain a database of all mail and e-mail addresses for interested stakeholders to allow the broadest outreach possible.

In the event of Board vacancies, the committee shall organize outreach to make such vacancies known neighborhood-wide, collect applications from candidates for the vacant seats, verify candidate eligibility, and provide the list of prospects to the Board for selection purposes. During election years, the committee will also work in conjunction with the ad hoc Elections Committee (see Article VII, Section 2A) to broadly communicate all candidate- and voting-specific deadlines and details, to insure area-wide participation.

B. Budget and Finance Committee.

The Budget and Finance Committee shall be chaired by the Treasurer. The committee shall be responsible for the oversight and administration of all HNC financial matters and present a proposed budget for Board approval on an annual basis. The committee shall also review all financial reconciliation materials prior to their submission to the Board.

The Board, as a whole, will operate – as needed – as the body assigned to propose amendments to the bylaws or oversee the discussion and appropriate action for amendments proposed for any other sources, establish and update any standing rules deemed necessary.

The Board, as a whole, will also operate – whenever needed – as the body assigned to review and make recommendations on all planning and land use management issues within HNC boundaries.

**SECTION 2: AD HOC**

Ad hoc committees may be established by the Board at any time, specific to a limited purpose and timeframe. Subject to Board approval, at the Chairperson’s discretion s/he may appoint chairs of ad hoc committees or pass the selection of a chair to the membership of that committee. This excludes ad hoc committees dealing with grievances (see Article XI).

**SECTION 3: COMMITTEE CREATION AND AUTHORIZATION**

Committees advise the Board and only make recommendations on possible actions by the Board. Except in the event of being authorized by the Board in advance to act in lieu of full Board action, committees do not have the authority to act without Board approval.

**ARTICLE VIII  
MEETINGS**

All meetings shall be open to the public in accordance with the Ralph M. Brown Act.

**SECTION 1: MEETING TIME AND LOCATION**

- A. Regular meetings of the HNC shall take place on the second Thursday evening of every odd-numbered month, as follows:
  - a. January, March, May, July, September, and November.
- B. Special meetings of the HNC may be called by the Chairperson or a majority of the Board. The purpose of the meeting shall be stated in the notice, and no other business may be transacted at the special meeting.
- C. At the first meeting of each year, HNC stakeholders will vote on where to hold regular council meetings.

## **SECTION 2: AGENDA SETTING**

The Chairperson shall arrange the agenda for, and preside over all HNC meetings. To the greatest extent possible, the Chair will accept and consider for inclusion on the agenda those action and/or informational items suggested by other Board representatives and area stakeholders so long as those items are: a) deemed to be within the stated purpose and purview of the HNC; or, b) offered far enough in advance of required agenda-posting timelines.

## **SECTION 3: NOTIFICATIONS AND POSTINGS**

Announcements of meetings and other events of the neighborhood council shall be posted on the HNC's official website, if one exists, and -- at the least -- in three (3) physical locations determined by the seated board and listed in the council's Standing Rules. At a minimum, posting requirements will adhere to the City's prevailing neighborhood council agenda-posting policy (or policies).

## **SECTION 4: RECONSIDERATION**

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

- A. 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 that an action should be reconsidered, the Board 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.
- B. The Motion for Reconsideration must be brought, and the Board's approval of a Motion for Reconsideration must occur, either during the same meeting where the Board initially acted or during the Board's next regularly scheduled meeting that follows the meeting where the action subject to reconsideration occurred. The Board may also convene a special meeting within these specified time frames to address a Motion for Reconsideration.
- C. A Motion for Reconsideration may be proposed only by a member of the Board (the "Moving Board Member") who previously voted on the prevailing side of the original action that was taken by the Board.
- D. The Moving Board Member may make the Motion for Reconsideration orally during the same meeting where the action that is the subject of reconsideration occurred, or 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.
- E. In order to properly place the Motion for Reconsideration on the agenda of the subsequent meeting, the Moving Board Member shall submit a memorandum to the Chairperson at least two (2) days in advance of the deadline for posting notices for the meeting. The memorandum must briefly state the reason(s) for requesting the reconsideration, and provide an adequate description of the matter(s) to be re-heard and the proposed action that may be adopted by the Board if the Motion for Reconsideration is approved.
- F. A Motion for Reconsideration that is properly brought before the Board may be seconded by any member of the Board.
- G. This reconsideration process shall be conducted at all times in accordance with the Brown Act.

## **ARTICLE IX FINANCES**

- A. The Board shall adhere to all rules and regulations issued by appropriate City officials regarding the HNC’s finances, where the term “appropriate City officials” means those officials and/or agencies of Los Angeles who have authority over certified neighborhood councils.
- B. The Board shall review its fiscal budget and make adjustments as needed to comply with all applicable L.A. City laws and administrative rules, remaining compliant with generally accepted accounting principles and the City’s mandate for the use of a standardized budget.
- C. At each regular meeting of the Board, the Treasurer shall provide detailed reports of HNC accounts.
- D. All financial accounts and records shall be available for public inspection and posted on the HNC website, if available.
- E. At least once each quarter, the Chairperson and at least one (1) other individual other than the Treasurer – as designated by the Board -- shall examine the HNC’s accounts and attest to their accuracy before submitting the documentation to DONE for further review.
- F. The HNC will not enter into any contracts or agreements except through DONE.

## **ARTICLE X ELECTIONS**

### **SECTION 1: ADMINISTRATION OF ELECTION**

HNC elections will be conducted pursuant to any and all L.A. City ordinances, policies, and procedures pertaining to neighborhood council elections, taking into account any election procedure options available to the neighborhood council and stipulated by a vote of the Board. DONE is authorized to conduct a special meeting within 90 days where, through a selection process, the initial governing board is seated.

### **SECTION 2: GOVERNING BOARD STRUCTURE AND VOTING**

The number of Board seats, the eligibility requirements for holding any specific Board seats, and which stakeholders may vote for the Board seats are noted in Attachment A.

### **SECTION 3: MINIMUM VOTING AGE**

Area stakeholders, 16 years of age or older and as otherwise defined in Article IV, Subsection A, may register to vote in HNC elections, apply to run for Board seats, and/or serve on committees.

### **SECTION 4: METHOD OF VERIFYING STAKEHOLDER STATUS**

Voters will verify their stakeholder status through written self-affirmation.

### **SECTION 5: RESTRICTIONS ON CANDIDATES RUNNING FOR MULTIPLE SEATS**

A candidate shall declare their candidacy for no more than one (1) position on the HNC Board during a single election cycle.

### **SECTION 6: OTHER ELECTION RELATED LANGUAGE**

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**ARTICLE XI  
GRIEVANCE PROCESS**

Stakeholders shall have the right to express and be heard regarding any grievance involving 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. The stakeholder must submit the grievance in writing to the DONE website. An ad hoc committee shall consider the grievance. The ad hoc committee shall consist of three Board members randomly selected by the Vice Chair from a list established at the beginning of each year by Board members willing to hear grievances. The ad hoc committee’s recommendations must be heard by the board. Any grievance not resolved to the satisfaction of the grievant, shall be referred to the City’s regional grievance panels if/when created. This process is intended to be used only for grievances involving procedural disputes.

**ARTICLE XII  
PARLIAMENTARY AUTHORITY**

A. Governing Authority.

The latest edition of Robert’s Rules of Order shall serve as the governing parliamentary authority of the HNC. A Parliamentarian may be appointed by the Board to assist in the conduct of meetings. In the case of any conflict between these bylaws and the governing parliamentary authority, these bylaws shall prevail.

B. Standing Rules.

Standing Rules may be adopted by the Board to supplement these bylaws, and shall not be construed to change or replace any bylaw provisions. Standing rules may be adopted, amended, or repealed by a vote of the Board.

**ARTICLE XIII  
AMENDMENTS**

- A. Any Board member may propose an amendment to these bylaws by requesting that the Chair place the item on the agenda.
- B. Any stakeholder may propose an amendment to these bylaws during the public comment period of a regular Board meeting.
- C. Any proposal to amend the bylaws shall be formalized in writing and noticed on the agenda for public discussion and Board vote at its next regular meeting.
- D. An amendment to these bylaws requires a two-thirds (2/3) vote of the Board members present at a duly noticed general or special meeting. All changes shall then be forwarded to DONE for review and approval.
- E. Amendments shall not be valid, final or effective until approved by DONE. Once approved, any changes in the bylaws shall become effective immediately.

## **ARTICLE XIV COMPLIANCE**

The HNC shall comply with all Federal, State, and City laws, including applicable ethics and conflict of interest provisions. In addition, the HNC shall comply with all applicable provisions of the Ralph M. Brown Act.

### **SECTION 1: CODE OF CIVILITY**

The HNC and its elected representatives, in addition to area stakeholders serving on HNC committees, shall conduct all neighborhood council business in a civil, professional and respectful manner, adhering to the Code of Civility adopted by DONE. HNC representatives will also abide by the Board of Neighborhood Commissioners' Neighborhood Council Board Member Code of Conduct Policy

### **SECTION 2: TRAINING**

All Board members shall take training in the fundamentals of L.A. City neighborhood council operation, including – but not necessarily limited to – ethics, funding, workplace violence, and sexual harassment training provided by the City within fifty-five (55) days of being seated, or else lose their HNC Board voting rights until training has been completed. All Board members must take ethics and funding training prior to making motions and voting on funding related matters.

### **SECTION 3: SELF ASSESSMENT**

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<sup>1</sup> Article VI, Section 1 of the “*Plan for a Citywide System of Neighborhood Councils*” calls for each NC to “survey its community stakeholders at least once biennially....The form of the review shall be prescribed by DONE.”

**ATTACHMENT A – Governing Board Structure & Voting**  
**HERMON NEIGHBORHOOD COUNCIL – 9 Board Seats**

<b>BOARD POSITION</b>	<b># OF SEATS</b>	<b>ELECTED or APPOINTED?</b>	<b>ELIGIBILITY TO RUN FOR SEAT</b>	<b>ELIGIBILITY TO VOTE FOR SEAT</b>
<b>HERMON-NORTH DISTRICT Representative</b>  Term: 2 Years	1	Elected	Stakeholders who live, work, or own real property or those who declare a stake as a community interest stakeholder in HNC’s <u>HERMON-NORTH</u> district area and are 16 years or older.	Stakeholders who live, work, or own real property or those who declare a stake as a community interest stakeholder in HNC’s <u>HERMON-NORTH</u> district area and are 16 years or older.
<b>HERMON-WEST DISTRICT Representative</b>  Term: 2 Years	1	Elected	Stakeholders who live, work, or own real property or those who declare a stake as a community interest stakeholder in HNC’s <u>HERMON-WEST</u> district area and are 16 years or older.	Stakeholders who live, work, or own real property or those who declare a stake as a community interest stakeholder in the <u>HERMON-WEST</u> district area and are 16 years or older.
<b>HERMON-EAST DISTRICT Representative</b>  Term: 2 Years	1	Elected	Stakeholders who live, work, or own real property or those who declare a stake as a community interest stakeholder in HNC’s <u>HERMON-EAST</u> district area and are 16 years or older.	Stakeholders who live, work, or own real property or those who declare a stake as a community interest stakeholder in HNC’s <u>HERMON-EAST</u> district area and are 16 years or older.

<b>BOARD POSITION</b>	<b># OF SEATS</b>	<b>ELECTED or APPOINTED?</b>	<b>ELIGIBILITY TO RUN FOR SEAT</b>	<b>ELIGIBILITY TO VOTE FOR SEAT</b>
<b>(Community Organizations): EDUCATIONAL Representative</b>  Term: 2 Years	1	Elected	Stakeholders who live, work, or own real property or those who declare a stake as a community interest stakeholder within the HNC boundaries and are 16 years or older.	Stakeholders who live, work, or own real property or those who declare a stake as a community interest stakeholder within the HNC boundaries and are 16 years or older.
<b>(Community Organizations): CHARITABLE, CIVIC, or FAITH- BASED Representative</b>  Term: 2 Years	1	Elected	Stakeholders who live, work, or own real property or those who declare a stake as a community interest stakeholder within the HNC boundaries and are 16 years or older.	Stakeholders who live, work, or own real property or those who declare a stake as a community interest stakeholder within the HNC boundaries and are 16 years or older.
<b>QUALITY OF LIFE (Environment, Health &amp; Safety) Representative</b>  Term: 2 Years	1	Elected	Stakeholders who live, work, or own real property or those who declare a stake as a community interest stakeholder within the HNC boundaries and are 16 years or older.	Stakeholders who live, work, or own real property or those who declare a stake as a community interest stakeholder within the HNC boundaries and are 16 years or older.
<b>CULTURAL (History, Culture &amp; the Arts) Representative</b>  Term: 2 Years	1	Elected	Stakeholders who live, work, or own real property or those who declare a stake as a community interest stakeholder within the HNC boundaries and are 16 years or older.	Stakeholders who live, work, or own real property or those who declare a stake as a community interest stakeholder within the HNC boundaries and are 16 years or older.

BOARD POSITION	# OF SEATS	ELECTED or APPOINTED?	ELIGIBILITY TO RUN FOR SEAT	ELIGIBILITY TO VOTE FOR SEAT
<b>YOUTH Representative</b> Term: 2 Years	1	Elected	Stakeholders who live, work, or own real property or those who declare a stake as a community interest stakeholder within the HNC boundaries <u>and are between 16 and 20 years of age.</u>	Stakeholders who live, work, or own real property or those who declare a stake as a community interest stakeholder within the HNC boundaries and are 16 years or older.
<b>COMMUNITY INTEREST Representative</b> Term: 2 Years	1	Elected	Stakeholders who live, work, or own real property or those who declare a stake as a community interest stakeholder within the HNC boundaries and are 16 years or older.	Stakeholders who live, work, or own real property or those who declare a stake as a community interest stakeholder within the HNC boundaries and are 16 years or older.

# ATTACHMENT B – Map of Neighborhood Council: HERMON Neighborhood

