



AGENDA - WHWCNC OFFICERS MEETING

Thursday, Nov 7, 2019 – 6:30 pm

Location: West Valley Warner Center Chamber of Commerce Meeting Room

6101 Owensmouth Ave, Woodland Hills, CA 91367

Park in the Ruth Chris Restaurant parking lot.

The door to the Chamber is to the left of Ruth Chris at the Owensmouth entrance to the closed Promenade Mall

***PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – The public is requested to fill out a “**Speaker Card**” to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. 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 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

Comments from Stakeholders and the Public on Agenda items will be heard only when the respective item is being considered. Comments within the Board’s subject matter jurisdiction on other matters not appearing on the Agenda will be heard during the Public Comment period. Public Comment is limited to 20 minutes.

The opinions, positions or actions taken by the Woodland Hills-Warner Center Neighborhood Council do not represent or imply similar opinions held by the Owner, Landlord, L.A.U.S.D, or representatives of any venue hosting a meeting of the Neighborhood Council Board, or affiliated committees.

***NC BOARD MEMBER INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** - One audience board member, per one absent committee board member, may make a two-minute public comment on items not on the agenda and a two-minute comment on items on the agenda. Please sign in with the Chair of the committee when you arrive, first come first served.

Officer Members: Joyce Fletcher-President, Sheppard Kaufman-Vice President,
Paul Lawler-Treasurer, Komalpreet Kaur Batth -Secretary, Don Patterson-Parliamentarian

- Call to Order
- Pledge
- Roll Call
- **Public Comment: Items not on the Agenda (15 minutes)**

AGENDA ITEMS:

Items for discussion and possible vote:

- 1. NC Standing Rules and Bylaws**
- 2. Board Retreat – Date, location and planning assignments**
- 3. Assignment of a bi-monthly day, location and time to hold regular Officer Meetings**
- 4. Best Practices - Writing Recommendations and Community Impact Statements**
- 5. Duties of the Secretary and Assistant Secretary**

6. Review of Committees

7. Board Meeting procedure

8. Officer comments, reports and concerns:

President

Vice President

Treasurer

Secretary

Parliamentarian

9. Other topics that may arise in the course of discussion related to governance of the board

10. Adjournment of meeting:

Please see the WHWCNC website calendar for the next Officers meeting date.

Go to www.wh.council.org and click on calendar.

***THE AMERICAN WITH DISABILITIES ACT** - 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 and 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 you wish to attend by contacting Joyce Fletcher, at (818)-340-6554 or email j.fletcher@whcouncil.org or the Department of Neighborhood Empowerment at (213) 978-1551 EmpowerLa@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 our website: www.whcouncil.org or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Joyce Fletcher at (818) 340-6554 or email j.fletcher@whcouncil.org

***PUBLIC POSTING OF AGENDAS** – agendas are posted for public review as follows:

- www.whcouncil.org – go to the website Calendar page and click on the date – Board meetings are held on the second Wednesday of each month. Check the calendar for any change of meeting date.
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

***RECONSIDERATION AND GRIEVANCE PROCESS** - For information on the WHWCNC process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the WHWCNC Bylaws. The Bylaws are available at our Board meetings and our website at www.whcouncil.org