

**ARROYO SECO  
NEIGHBORHOOD COUNCIL**  
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# CITY OF LOS ANGELES CALIFORNIA

**c/o EmpowerLA - DONE**  
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## OFFICERS

Martha F. Benedict  
PRESIDENT

Jack Fong  
VICE-PRESIDENT

Valerie Harragin  
SECRETARY

Judy Knapton  
TREASURER

Ariel Van Zandweghe  
REGISTRAR



## RULES & ELECTION COMMITTEE

Jack Fong, Chair

### Members

Martha Benedict, Valerie Harragin, Judy Knapton, Roy Payan

## GEOGRAPHICAL REPRESENTATIVES

Andrea Moran, Hermon  
Judy Shane, Hermon  
Martha Benedict, Montecito Heights  
Roy Payan, Montecito Heights  
Judy L. Knapton, Monterey Hills  
Darius Adle, Monterey Hills  
Valerie Harragin, Mount Washington  
Paul Jacques, Mount Washington  
Andrea Jayasekera, Mount Washington  
Andrew Ptashnik, Mount Washington  
Joseph Riser, Sycamore Grove  
Sergio Vidal-Echeverria, Sycamore Grove

## AT LARGE REPRESENTATIVES

Teresa "Teri" Bonsell, At Large  
Jack Fong, At Large  
Terry Saltzman, Community Non-Profits  
Brittany Wolfson, Education & Youth  
Nina Zippay, Environment  
Margaret Barto, Faith-based Organizations  
Annie Sakamoto, Healthcare & Seniors  
Ariel Van Zandweghe, Recreation, Culture, & Arts  
Alfred Buhler, Retail, Wholesale, & Service

# ARROYO SECO NEIGHBORHOOD COUNCIL (ASNC)

SPECIAL MEETING OF THE BOARD WITH

## THE RULES AND ELECTION COMMITTEE

Thursday February 28, 2013 · 6:30pm · Ramona Hall, 4580 North Figueroa Street, Los Angeles, CA 90065

### AGENDA

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, assisted listening devices, or 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 by contacting Department of Neighborhood Empower, at (213) 978-1551 or toll-free at 311.

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all members of the Board in advance of a meeting, may be viewed at the Neighborhood Council meeting or on the Neighborhood Council website by clicking or visiting [www.asnc.us](http://www.asnc.us).

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 días de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR LLAME A NUESTRA OFICINA AL (213) 978-1551.

- 1. WELCOME AND INTRODUCTORY REMARKS** (1 min.) Chair Jack Fong
- 2. GENERAL PUBLIC COMMENT** The public may provide comments to the board on nonagenda items within the Committee's subject matter jurisdiction. However, please note that under the Brown Act, the committee is prevented from acting on the issue you bring to its attention until the matter is agendaized for discussion at a future public meeting. (Limited to 2 minutes per speaker.)
- 3. CODE OF CONDUCT** (ASNC Board 1/23/12) Discussion and possible action fulfilling motion passed January 2012: "The ASNC Rules & Elections Committee will formulate a code of conduct for the board to consider that all present and future board members must adhere to, plus define the process to censure members who fail to comply to be added to Standing Rules." May be reconsidered as an addition to ASNC Bylaws to replace language "ARTICLE XIV, SECTION 1: CODE OF CIVILITY Intentionally left blank."
- 4. CREATION OF CENSURE PROCESS IN ASNC BYLAWS** (Judy Knapton) Discussion and possible action approving Bylaws language to define the means of Censure. Current: "SECTION 8: CENSURE Intentionally left blank."
- 5. ISSUES COMMITTEE ESTABLISHMENT** (ASNC Board 2/25/13) Discussion and possible action approving Bylaws language to define the Issues Committee and its functions.
- 6. MOTION PROCESS** (ASNC Board 2/25/13) Discussion and possible action approving Standing Rules language to describe the process whereby a motion may be included on the ASNC Board Agenda. See ASNC Bylaws, Article VIII, Section 2 AGENDA SETTING.



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**RAMONA HALL COMMUNITY CENTER**

- 7. STANDING RULES REGARDING FUNDING PROCESS** (ASNC Board 2/23/13) Request that ASNC funding procedures be provided in writing in the ASNC's Standing Rules. Recommend that all procedures and/or processes that are in use or considered by custom to be in use but not appearing in the Standing Rules be written by the Rules & Elections Committee and approved by the Board for the benefit of board members, stakeholders and for maximum transparency of board activities.
- 8. RECONSIDERATION OF POSTING LOCATIONS** (Martha Benedict) Discussion and possible action approving changes to posting locations described in ASNC Standing Rules as follows: "a. Mount Washington Elementary School Bulletin Board (3981 San Rafael Avenue, 90065); b. Supermarket at Avenue 45 & Figueroa (133 W. Avenue 45, Sycamore Grove, 90065); c. Ramona Hall Community Center (4580 N. Figueroa Street, Highland Park, 90065); d. Montecito Heights Recreation Center (4545 Homer Street, 90031); e. Adult Day Healthcare Center at Avenue 60 & Monterey (5926 Monterey Road, Hermon, 90042); f. TBD posting location at Bud Weiner Park (Via Marisol/Via Arbolada, Monterey Hills, 90042) -- pending City Recreation & Parks billboard installation; g. ASNC's official Website at [www.ASNC.us](http://www.ASNC.us); h. ASNCAlert Yahoo Group (opt-in E-mail listserv)"
- 9. COMMUNICATIONS & OUTREACH COMMITTEE DESCRIPTION** (Ariel van Zandweghe/Rick Laudati, Communications & Outreach Committee, 5 min.) Discussion and possible action approving changes to the ASNC Bylaws description of the Communications & Outreach Committee. **Current:** "The Communications and Outreach Committee shall communicate with all ASNC Stakeholders in accordance with the Brown Act." **Proposed:** "The Communications and Outreach Committee shall be charged with all communications to stakeholders in all neighborhoods within the ASNC boundaries for any ASNC matter in accordance with the Brown Act."
- 10. PARLIAMENTARY PROCEDURE AT BOARD MEETINGS.** (Rick Laudati) A lack of parliamentary procedure at board meetings is inconsistent with ASNC Bylaws. Discussion and possible action directing the board to conform to standard parliamentary procedures, recommending that a qualified Parliamentarian be present at meetings of the ASNC board.
- 11. BOARD MEMBER TERM LIMITS.** (Martha Benedict) Discussion and possible action approving changes to the ASNC Bylaws description regarding term limits. **Current:** "SECTION 4: TERMS AND TERM LIMITS A. Geographic Representatives shall serve a term of two (2) years or until their successors take office. No Geographic Representative shall serve more than two (2) consecutive terms. B. At Large Representatives shall serve a term of two (2) years or until their successors take office. No At Large Representative shall serve more than two (2) consecutive two (2) year terms." **Proposed:** ASNC board members shall serve a term of two (2) years or until their successors take office. SECTION 4: TERMS AND TERM LIMITS No ASNC board member shall serve more than two (2) consecutive two (2) year terms. Individuals having served the maximum two consecutive terms in any position are not eligible to run for election or be appointed by the ASNC Board to fill a board vacancy for two years after the completion of their maximum term.
- 12. AGENDA-RELATED DOCUMENTS AT BOARD MEETINGS.** (Roy Payan) Discussion and possible action adding to Standing Rules that all documents related to the regular meeting agenda must be submitted to the ASNC President 72 hours in advance to be posted on [www.asnc.us](http://www.asnc.us) and reproduced for distribution at the meeting. No other agenda-related documents may be distributed at the meeting.

**13. ADJOURNMENT**

