

CITY OF LOS ANGELES
CALIFORNIA



200 N. Spring Street
Los Angeles, CA 90012

Email: NCsupport@lacity.org
Website: www.empowerla.org

**Canoga Park Neighborhood
Council
Ad-hoc Bylaws Committee
Members**

Corinne Ho, Committee Chair
Anna Measles, Committee Member
Mireira Moran, Committee Member

**CANOGA PARK
NEIGHBORHOOD
COUNCIL**

Ad-Hoc Bylaws Committee Meeting Agenda
Tuesday, April 16th, 2025- 6:30 PM
In-Person Meeting
7248 Owensmouth Avenue,
Canoga Park, CA
91303

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Mireira Moran, Secretaria, por correo electrónico Mireiramoran@Canogaparknc.org para avisar al Concejo Vecinal.

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 Committee 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 3 minutes per speaker, unless adjusted by the presiding Chair of the Committee.

I. **CALL TO ORDER, COMMITTEE ROLL CALL**

II. **Welcome & Comments by Corinne Ho, Committee Chair:**

- a. Actions taken by the committee today and in subsequent committee meetings regarding CPNC Bylaws amendments or changes may be brought to the Board for a board action and will only be submitted to EmpowerLA for their review and consideration once they permeate Bylaws changes (TBD).

III. **Approval of the Minutes for Ad-Hoc Bylaws Committee meeting on 2024, July/18th.**
Unable to contact the previous Chair of the committee to obtain the said minutes. No minutes available to approve.

IV. **GENERAL PUBLIC COMMENT** - Comments from the public on other matters not appearing on the agenda that are within the Committee's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Committee 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 Committee meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the Chair of the Committee.

V. **NEW BUSINESS**

1. **Discussion and Possible Action** to approve any amendments or changes to Article V. Section 6 regarding how to fill Vacancies, including but not limited to Subsection (F). Below is Section 6 Vacancies as within current Bylaws dated April- 25-2024).

Article V. Section 6: Vacancies

If a Board seat becomes vacant, the Board may choose to verify Stakeholder status of an individual filling the vacant seat or may choose to request the Department do so following its internal procedure(s).

*Vacancies on the Board shall be filled using the following procedure:
Board Fills Vacancies*

A. Any Stakeholder interested in filling a vacancy on the Board shall submit a written application to the Board.

B. Applications will be reviewed by the executive committee, prior to presentation to the board, and deemed qualified or not.

C. The Board shall cause the matter to be placed on the agenda for the next regular meeting of the Board.

D. The Board shall vote on the application at the meeting. If multiple applications for one seat have been submitted, the candidate with the most votes wins.

E. The candidate who wins shall fill the remaining term of the Board seat unless an election or selection occurs sooner.

F. In no event shall a vacant seat be filled where an election is scheduled to occur within sixty (60) days of the date that a written application is presented to the Board.

2. **Discussion and Possible Action to** recommend possible changes to 'How to join the Board' by reviewing 'Join the Board' on the CPNC website's homepage and the FAQ's subsection ' How do I get involved with the CPNC'. Changes will be up for consideration by the Board then submitted as a request for change to our webmaster 'Concept to Web- Aaron DeVandry'.
3. Supporting Documents attached to this agenda:
 - a. None
4. Items for the next Ad-hoc Bylaws Committee meeting.
 - a. Next meeting: 3rd Wednesday, May 21st ,2025 – 6:30 PM at the Canoga Park Community Center, 7254 Owensmouth Ave. Canoga Park, 91303.

ADJOURNMENT

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, 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 the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.org

Public Posting of Agendas -

Neighborhood Council agendas are posted for public review as follows:

- 7248 Owensmouth Ave, Canoga Park, 91303
- www.CanogaparkNC.com
- You can also receive our agendas via email by subscribing to L.A. City's [Early Notification System \(ENS\)](#)

Notice to Paid Representatives -

If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@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 Canoga Park Neighborhood Council, 7248 Owensmouth Avenue, Canoga Park, 91303, at our website: www.Canogaparknc.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 Mireira Moran, Secretary, at email: Mireiramoran@canogaparknc.org

Reconsideration and Grievance Process -

For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website www.Canogaparknc.org