

CITY OF LOS ANGELES
CALIFORNIA



200 N. Spring Street
Los Angeles, CA 90012

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

**Ad-hoc Bylaws Committee
Members**

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

**CANOGA PARK
NEIGHBORHOOD
COUNCIL**

Special Ad-Hoc Bylaws Committee Meeting Agenda

Wednesday, June 18th 2025- 6:00 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 will be brought to the Board for board action and will only be submitted to EmpowerLA for their review and consideration once they permeate Bylaws changes (TBA). Any amendments to the current CPNC Bylaws proposed by this Committee will be voted on by the Committee once reviews, discussion and amendments are completed.

III. **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.

IV. **Approval of the Minutes for Special Ad-Hoc Bylaws Committee meetings**

- a. 2025, April 16th

V. **NEW BUSINESS**

1. **Resuming the review, discussion and possible amendments** from the last committee meeting held on May 29th. This process is in consideration of the EmpowerLA neighborhood Council bylaws.
2. **Establish processes to be incorporated** in the CPNC Standing Rules that is concurrently being created effective on this day June 18th, 2025.
3. **Discussion and Possible action to recommend** that the CPNC General Board Meeting be changed from the 4th Wednesday to an earlier week in the month and with a starting time earlier than 7:00 pm. Create a language reflecting this modification in date/time to be incorporated in the Bylaws and Standing rules.
4. Supporting Documents attached to this agenda:
-Minutes- 2025, April 16th
5. **Items for the next Ad-hoc Bylaws Committee meeting.**
 - a. Next meeting: To be determined at this meeting.

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:

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- You can also receive our agendas via email by subscribing to L.A. City's [Early Notification System \(ENS\)](#)

Notice to Paid Representatives -

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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



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**Ad-Hoc Bylaws
Committee Members**

Corinne Ho- Chair
Committee Members
Anna Measles
Mireira Moran

**CITY OF LOS ANGELES
CALIFORNIA**

**CANOGA PARK
NEIGHBORHOOD
COUNCIL**

**Minutes Ad-Hoc Bylaws Committee Meeting
Wednesday, April 16, 2025, 6:30 PM**

In-Person Meeting
7248 Owensmouth Ave.
Canoga Park, CA 91303

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I. CALL TO ORDER, Committee Roll at 6:46 PM.

Committee Meeting Roll Call

Committee Members	April 16th, 2025			
Corinne Ho	x			
Anna Measles	x			
Mireira Moran	A			

X/V= Present/Virtual, A = Absent, E = Excused, /= Not on the Board at this time, L = Late, LE = Left early

II. Welcome & Comments by Corinne Ho, Committee Chair

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

III. Approval of the minutes for Ad-Hoc Bylaws Committee meeting on 2024, July 18. Unable to contact the Previous Chair of the committee to obtain 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.

NONE

V. **NEW BUSINESS**

1. Discussion and possible action to approve amendments or to 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 24-2025.
Anna Measles **moved.** Corinne Ho seconded

Committee Member	Yes	No	Abstain	Ineligible	Absent	Recused
Anna Measles	X					
Corinne Ho	X					
Mireira Moran					X	

Motion approved

Article V., Section 6: Vacancies

The next item in the agenda was removed
“F” on the agenda was moved here, next

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

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

- A. Any Stakeholder interested in filling a vacancy on the Board shall submit a written application to the Board, 14 days prior to next Board meeting by email, see website.
- B. Applications will be reviewed by the Officers of the Board

“C: on agenda removed

C. The Board will vote on the application at the meeting. If multiple applicants for one seat have been

Submitted, the candidate with the most votes wins.

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

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 subsection “How do I get Involved with the CPNC”. Change will be up for consideration by the Board then submitted as a request for change to our website, ‘Concept to web-Aaron DeVandy’. Conversation with Aaron DeVandy, webmaster, Recommending changes to a simpler procedure-one [click](#). No action at this time.

3. Supporting items attached to this agenda
None

4. Items for next meeting, 3rd Wednesday, May 21, 2025.
Review/edit FAQ on CPNC website.

VI. Adjournment at 8:10 PM.

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