

**COMMITTEE MEMBERS**

Jennifer Clark - Chair  
Michael Coleman - Vice Chair  
  
Veronica Jimenez  
  
Jennie Palluzzi  
Zaid Diaz-Arias (Ex-Officio)

Email: [ByLaws@NHNENC.org](mailto:ByLaws@NHNENC.org)



**NORTH HOLLYWOOD NORTHEAST  
NEIGHBORHOOD COUNCIL**

**MINUTES**

Meeting Type:  
**ByLaws Committee**

Date:  
**Wednesday, March 13, 2024  
7:30 pm**

Location:  
**Los Angeles Fire Station 89,  
Community Room  
7063 Laurel Canyon, L.A., CA 91605**

**NORTH HOLLYWOOD NORTHEAST  
NEIGHBORHOOD COUNCIL**

Regular Board Meetings  
the 3rd WEDNESDAY  
January through December @ 7PM

**LA Fire Station 89  
7063 Laurel Canyon, L.A., CA 91605  
Community Room**

**Enter the Fire Station gate to find  
the Community Room at the back of  
the Station. There is ample parking  
available inside the Station. Please  
do not drive more than 5 mph and  
do not block the driveway.**

Email: [Board@NHNENC.org](mailto:Board@NHNENC.org)

Website: [www.nhnenc.org](http://www.nhnenc.org)

\*President/Chair reserves the right to move agenda items to accommodate speakers

**Public Comments**— 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 3 minutes per speaker, unless adjusted by the presiding officer of the Board.

<u>Item #</u>	<u>Topic</u>	<u>Responsible Person</u>
1	<b>Meeting Called to Order at 7:40pm - Roll Call - Quorum achieved</b>  <b>4 Present:</b> Jennifer Clark, Michael Coleman, Jennie Palluzzi, and Zaid Diaz-Arias <b>1 Absent:</b> Veronica Jimenez (Excused)	Chair
2	Comments by Government Officials (3 min each) None Present	Various
3	Public Comments on Non-Agenda Items (3 min each) None Present	Various
4	Approval of Minutes from January 31, 2024 ByLaws Committee meeting  Motion to approve as amended moved by Jennie Palluzzi. Seconded by Michael Coleman	Chair

	<b>Motion approved 4/0/0</b>	
	<b>ByLaws</b>	
5	<p style="text-align: center;"><b>Discussion and Possible Action:</b> <a href="#">ByLaws</a></p> <p>Motion is moved by Jennie Palluzzi. Seconded by Michael Coleman.</p> <p>Reviewed edits/amendments made and made further edits/amendments.</p> <p>Motion to recommend the draft as edited/amended for NHNENC Board approval moved by Michael Coleman. Seconded by Jennie Palluzzi.</p> <p><b>Motion approved 4/0/0</b></p>	Chair
	<b>Standing Rules</b>	
6	<p style="text-align: center;"><b>Discussion and Possible Action:</b> <a href="#">Standing Rules</a></p> <p>Motion is moved by Zaid Diaz-Arias. Seconded by Jennie Palluzzi.</p> <p>Reviewed edits/amendments made and made further edits/amendments.</p> <p>Motion to recommend the draft as edited/amended for NHNENC Board approval moved by Jennie Palluzzi. Seconded by Zaid Diaz-Arias.</p> <p><b>Motion approved 4/0/0</b></p>	Chair
	<b>Committee Business</b>	
7	<p><b>Discussion and Possible Action:</b> Stakeholders interested in becoming members of the ByLaws committee will be allotted 2 mins to speak. (To become a committee member, the Chair shall appoint a member and the Board will ratify per Article VII§3 of the bylaws)</p> <p style="text-align: center;">None Present</p>	Chair
	<b>Concluding Statements</b>	
8	<b>Committee Member Announcements</b>	Committee Members
	None	
9	<p>Motion to adjourn moved by Jeannie Palluzzi. Seconded by Michael Coleman.</p> <p>Meeting is adjourned at 8:45pm</p>	Chair

**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 3 minutes per speaker unless adjusted by the presiding officer of the Board.

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

- For viewing during open hours: Valley Plaza Branch, Los Angeles Public Library, 12311 Vanowen Street, North Hollywood, CA 91605
- Our website: [NHNENC.org](http://NHNENC.org)
- You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

**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 Zaid Diaz-Arias, Board Secretary, by email [dmeneses@nhnenc.org](mailto:dmeneses@nhnenc.org) and [board@nhnenc.org](mailto:board@nhnenc.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: [nhnenc.org](http://nhnenc.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 Zaid Diaz-Arias, Board Secretary, by email [dmeneses@nhnenc.org](mailto:dmeneses@nhnenc.org) and [board@nhnenc.org](mailto:board@nhnenc.org).

**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](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

**RECONSIDERATION AND GRIEVANCE PROCESS** – For information on the NHNENC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NHNENC Bylaws. The Bylaws are available at our Board meetings and our website [NHNENC.org](http://NHNENC.org).

**SERVICIOS DE TRADUCCION** – Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacta Zaid Diaz-Arias, Secretaria de la Mesa Directiva, por correo electrónico [dmeneses@nhnenc.org](mailto:dmeneses@nhnenc.org) y [board@nhnenc.org](mailto:board@nhnenc.org) para avisar al Concejo Vecinal.