

Charter and By-Laws for the Los Angeles Neighborhood Council Coalition (LANCC)

Charter

The Neighborhood Councils of the City of Los Angeles do hereby create this Los Angeles Neighborhood Council Coalition (LANCC) to provide a more effective voice for the residents of Los Angeles, to create a more effective system of Neighborhood Councils, in order to facilitate communication with each other and City Government, and to fulfill the rights and responsibilities under the Los Angeles City Charter as follows:

Los Angeles Ordinance No 174006 states that the goals and objectives of the Neighborhood Council system include:

Promoting and facilitating communication, interaction and collaboration among all neighborhood councils regarding their common and disparate concerns; and fostering a sense of community for all people to express ideas and opinions about their neighborhoods and their government.

By-Laws

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Article 1. MISSION AND STRUCTURE

Section 1. Mission Statements

The Los Angeles Neighborhood Council Coalition may:

- 1) Provide opportunities for Neighborhood Councils (NCs) to communicate with each other on issues of common interest, including citywide issues, regional issues, and local issues with citywide or regional implications.
- 2) Develop and maintain expertise on Los Angeles City issues
- 3) Provide assistance to NCs regarding elections, bylaws and grievances
- 4) Educate NCs about how to effectively bring issues before Los Angeles City Government
- 5) Educate the public and City government about NCs.
- 6) Establish a structure to report the positions taken by NCs on Los Angeles City issues
- 7) Take positions on significant issues and communicate them to the public, NCs, and to the City of Los Angeles

Section 2. Core Principles

- 1) The LANCC is intended to enhance the ability of Certified NCs to have their voices heard on issues affecting their neighborhoods and the City of Los Angeles
- 2) All NCs will be provided a full and equal opportunity to participate in the Los Angeles Neighborhood Council Coalition.
- 3) Each NC may participate in the LANCC to the extent it is willing and able; when an NC chooses to participate, it will be on an equal basis with all other participating NCs.
- 4) The LANCC will be open to the public and inclusionary in its organization and its operations.
- 5) The LANCC shall respect all applicable laws, ordinances, and regulations.

Section 3. Structure

3.1 Officers

The following officers will be elected by the majority present at the January meeting to serve for a term of one year:

Chair
Vice Chair
Secretary
Treasurer

3.2 Steering Committee

The LANCC Steering Committee shall support the LANCC by advising on the LANCC operations, agendas, and the LANCC mission. The following organizations and groups shall have the right to send a representative to LANCC Steering Committee meetings and have full rights of participation:

City Watch/media
The Neighborhood Council Budget Advocates (NCBA)
Congress of Neighborhoods
DWP-MOU
DWP-Advocacy Committee
Plan Check NC
NC Regional Alliances such as Valley Alliance of NCs, Harbor Alliance of NCs, Westside Regional Alliance of Councils, North East Central Alliance, South LA Area Neighborhood Councils, etc.

The individuals representing the above listed groups shall be kept track of in the Minutes of the LANCC, in keeping with common practices of the NC System.

3.3 The LANCC will run its meeting under the Parliamentary Authority of Roberts Rules of Order

3.4 Meetings shall be held regularly

3.5 The LANCC will organize Committees on an as needed basis

3.6 The LANCC will maintain Standing Rules. The LANCC may create and approve Standing Rules that shall govern the operations of the LANCC. These Rules shall be approved by a simple majority of the NC Representatives present at the LANCC meeting.

Article 2. DUTIES AND RESPONSIBILITIES

Section 1. Officers

All officers shall assist in setting LANCC agendas and keeping track of City of Los Angeles and Neighborhood Council issues. The LANCC Standing Rules shall further specify the officer duties and responsibilities. The officers shall be members of the Steering Committee

Chair

- a. The LANCC Chair shall be the primary administrative officer, keep order by running fair meetings, and protect the rights of all the NCs and participants

Vice Chair

- b. The LANCC Vice Chair shall preside over meetings in the absence of Chair, or when the Chair steps down for any reason

Secretary

- a. Secretary will be responsible for administrative functions of LANCC;
 1. Track all pending motions/issues before LANCC
 2. Keep Master Calendar
 3. Disseminate information/reports to NCs, governmental entities and media
 4. Responsible for communications and outreach as directed by the Steering Committee
 5. Supervise website
 6. Maintain e-mail distribution lists

Treasurer

- a. The Treasurer is responsible for any LANCC funds and shall providing regular financial reports to the Officers and Steering Committee
- b. If applicable; the Treasurer oversees any 501c3 Nonprofit Organization that the LANCC uses as its fiduciary agent

Section 2. Regional Alliance Representatives

The LANCC recognizes the importance of Regional Alliances and encourages their participation at every level of LANCC

- * Regional Alliances may report on issues significant to their regions, and they may submit motions for LANCC to consider

* Regional Alliances shall designate their representatives to the Steering Committee as they see fit, and inform the LANCC Officers if a formal designation is made

Section 3. Neighborhood Council Representatives

- a. The LANCC, as a Coalition of Neighborhood Council Representatives, is the authority that oversees the actions of this organization.
- b. The NC Representatives have the authority to oversee the planning, the scheduling, the funding, and operations of the LANCC.
- c. The requirement for voting at a LANCC meeting by an NC Representative is a designation for that purpose by the NC
- d. There may be more than one delegate from an NC present at LANCC monthly meetings, but there may be only one vote per delegation from any NC, on a LANCC Motion
- e. Town Hall meetings called by LANCC shall be exempt from this one vote per NC rule.
- f. All NC Representatives shall sign in to the LANCC meetings.

Article 3. AMENDMENT OF THE LANCC BY-LAWS

Section 1. Amendment of the By-Laws

- a. Anyone may propose an amendment to these By-Laws
- b. All amendments shall be submitted in writing at a LANCC meeting, where a vote by a simple majority of those present, will move the proposed amendment to the next LANCC regularly scheduled monthly meeting, to be placed on that agenda.
- c. At the following regular meeting, a two-thirds vote of LANCC NC Reps present and voting will be required to pass any amendments to these By-Laws.

(Date of adoption)

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