

Granada Hills South Neighborhood Council Bylaws

Table of Contents

Article I	NAME.....	3
Article II	PURPOSE.....	3
Article III	BOUNDARIES.....	4
	Section 1: Boundary Description	
	Section 2: Internal Boundaries	
Article IV	STAKEHOLDER.....	4
Article V	GOVERNING BOARD.....	4
	Section 1: Composition	
	Section 2: Quorum	
	Section 3: Official Actions	
	Section 4: Terms and Term Limits	
	Section 5: Duties and Powers	
	Section 6: Vacancies	
	Section 7: Absences	
	Section 8: Censure	
	Section 9: Removal	
	Section 10: Resignation	
	Section 11: Community Outreach	
Article VI	OFFICERS.....	7
	Section 1: Officers of the Board	
	Section 2: Duties and Powers	
	Section 3: Selection of Officers	
	Section 4: Officer Terms	
Article VII	COMMITTEES AND THEIR DUTIES.....	9
	Section 1: Standing	
	Section 2: Ad Hoc	
	Section 3: Committee Creation and Authorization	

Article VIII	MEETINGS.....	10
	Section 1: Meeting Time and Place	
	Section 2: Agenda Setting	
	Section 3: Notifications/Postings	
	Section 4: Reconsideration	
Article IX	FINANCES.....	12
Article X	ELECTIONS.....	13
	Section 1: Administration of Election	
	Section 2: Governing Board Structure and Voting	
	Section 3: Minimum Voting Age	
	Section 4: Method of Verifying Stakeholder Status	
	Section 5: Restrictions on Candidates Running for Multiple Seats	
	Section 6: Other Election Related Language	
Article XI	GRIEVANCE PROCESS.....	14
Article XII	PARLIAMENTARY AUTHORITY.....	15
Article XIII	AMENDMENTS.....	15
Article XIV	COMPLIANCE.....	15
	Section 1: Code of Civility	
	Section 2: Training	
	Section 3: Self-Assessment	
ATTACHMENT A	– Map of Neighborhood Council.....	16
ATTACHMENT B	- Governing Board Structure and Voting.....	17

ARTICLE I NAME

The name of this Neighborhood Council shall be the Granada Hills South Neighborhood Council ("Neighborhood Council").

ARTICLE II PURPOSE

A. The **OBJECTIVES** of the Neighborhood Council are to:

1. Promote good planning and land use, fair taxation, representative government and the general welfare of the community of Granada Hills ("Community") ;
2. Provide an inclusive open forum for the discussion, deliberation and collaboration of Community issues;
3. Act as an advocate for the Community on issues with government agencies and other organizations;
4. Collaborate with other organizations within the Community to help them in accomplishing their goals which the Neighborhood Council determines to support and are consistent with these Bylaws; and
5. Monitor the delivery and enforcement of city services within our boundary area.

B. The **POLICY** of the Council is to:

1. Inform the membership, stakeholders and others of upcoming issues, activities, projects and/or changes which may affect or have the potential to affect the Community;
2. Avoid interfering in the internal affairs of any individual, group or organization;
3. Provide assistance to individuals and groups in achieving goals which promote Community betterment;
4. Facilitate open debate on all aspects of any issue before the Neighborhood Council (within reasonable parameters determined by the Neighborhood Council Chair or acting chair of the meeting);
5. Make recommendations for civic action consistent with these Bylaws;
6. Have fair and open procedures for the conduct of Council business;
7. Prohibit discrimination against any individual or group in our operations on the basis of race, religion, color, creed, national origin, ancestry, sex, sexual orientation, age disability, marital status, homeowner/renter status, income, or

political affiliation; and

8. Utilize the Early Notification System to inform the Council on matters involving the City of Los Angeles and our Community to enhance involvement in the decision-making process.
9. Refrain from acting as a political organization or providing active support to any candidate or political organization. The Neighborhood Council may adopt a position in support of, or opposition to, a ballot measure or legislation; however, no public funds may be expended to advance such a position.
10. Refrain from affiliating itself with any partisan political groups or organizations.

ARTICLE III BOUNDARIES

Section 1: Boundaries – The area within the following boundary lines shall define the Neighborhood Council:

WEST:	Aliso Canyon Wash
NORTH:	118 Freeway
SOUTH:	North of Devonshire street
EAST:	405 Freeway

Section 2: Internal Boundaries – Not Applicable.

ARTICLE IV STAKEHOLDER

Neighborhood Council membership is open to all Stakeholders. Stakeholders shall be defined as those who live, work or own real property in the neighborhood and also to those who declare a stake in the neighborhood as a community interest stakeholder, defined as a person who affirms a substantial and ongoing participation within the Neighborhood Council's boundaries and who may be in a community organization such as, but not limited to, educational, non-profit and/or religious organizations

ARTICLE V GOVERNING BOARD

The Neighborhood Council is headed by a Board of Directors ("Board"), which is elected by the Stakeholders of the Neighborhood Councils. The Board shall represent the Stakeholders in the boundary of the Neighborhood Council.

Section 1: Composition – The Board shall consist of twenty-one (21) Stakeholders elected, selected or appointed by the Board and/or Community Stakeholders and the

immediate past President as an ex-officio non-voting Board member.

The composition of the Board shall be as follows:

- A. **At-Large Directors** – Ten (10) Directors shall be elected as “At-Large.” An At-Large director is any Stakeholder not running for, or elected to, a specific-seat position defined below. One (1) such At-Large Director shall be elected by Stakeholders who declares a stake in the neighborhood as a community interest stakeholder.
- B. **Special Interest Directors** – Eleven (11) Directors shall be elected for specific-seat positions defined as follows:
 - 1. Business. This Director shall who own or work (full- or part-time) for a business located within the boundaries of the Neighborhood Council, or from persons legally operating a business from their primary residence located within the boundaries of the Neighborhood Council.
 - 2. Community Organization. This Director shall be a member of a community organization (e.g. neighborhood watch, veterans, service, volunteer, political, or other) which regularly meets at least four (4) times a year within the boundaries of the Neighborhood Council.
 - 3. Education. This Director shall work (full- or part-time) for an educational institution (e.g. school, adult school, daycare center, pre-school, or other educational group) located within the boundaries of the Neighborhood Council.
 - 4. Parks and Cultural Arts. This Director shall be a member of a park organization or cultural arts organization (e.g. library, historic society, theater group, museum, music or arts or culture) which meets at least four (4) times per year and is located within the boundaries of the Neighborhood Council OR this Director shall live within the boundaries of the Neighborhood Council and be a member of a parks organization or Cultural Arts organization that meets at least four (4) times a year. This Director shall also report on issues affecting the environment.
 - 5. Faith-Based Groups. This Director shall be a member of a church, temple, mosque or other faith-based group operating from a facility physically located within the boundaries of the Neighborhood Council. If one of these facilities also operates a full-time educational program within the Neighborhood Council boundaries, a school representative may also apply to be elected to the Neighborhood Council as the Education representative.
 - 6. Homeowners. This Director shall own and live in a residential dwelling condominium, townhouse or apartment located within the boundaries of the Neighborhood Council.

7. Renters. This Director shall rent and reside in a residential dwelling condominium, townhouse or apartment located within the boundaries of the Neighborhood Council.
8. Seniors. This Director shall be at least fifty-five (55) years old and reside within the boundaries of the Neighborhood Council.
9. Students. This Director shall be a student ages sixteen (16) through twenty-five (25), attending a school or residing within the boundaries of the Neighborhood Council.
10. Youth Organizations. This Director shall be a member of a youth-based organization (e.g. Boy Scouts, Girl Scouts, Indian Guides, 4-H Clubs, Little League, AYSO, and other youth organizations) which regularly holds meetings or activities at least four (4) times per year within the boundaries of the Neighborhood Council.
11. Commercial Property Owner: This Director shall own property zoned for commercial purposes within the boundaries of the Neighborhood Council.

Membership in the Neighborhood Council is automatically forfeited when one no longer lives, works, owns property, is a student within the boundaries of the Neighborhood Council or is a member of a community based organization that meets at least four (4) times a year within the boundaries of the Neighborhood Council.

The Board shall reflect the diversity of the Neighborhood Council's Community Stakeholders. Accordingly, no single Community Stakeholder group shall comprise a majority of the Board unless extenuating circumstances are warranted and approved by the Department of Neighborhood Empowerment ("Department").

Section 2: Quorum – A quorum shall be eleven (11) of the twenty-one (21) Directors on the Board must be established before any official meeting or official Board action is taken.

Section 3: Official Actions – Once a quorum is established, the Neighborhood Council will take official action by a majority vote taken among the Directors. A majority shall be defined as any number in excess of 50% of the votes cast, exclusive of abstentions and recusals.

A Director who is less than eighteen (18) years of age shall be precluded and shall recuse him- or herself from voting on matters regarding expenditure of funds, entering into contracts, contractual matters, or determinations that will advise any third party in City government on a contract or contract related matter, including contract terms.

Section 4: Terms and Term Limits – Directors shall serve a term of two (2) years.

Section 5: Duties and Powers – It is the responsibility of the Directors elected to represent all the Stakeholders in the Neighborhood Council. The Directors elected to

specific seat categories should also bring issues relating to their specific area of representation to the Neighborhood Council's Board and Stakeholders.

No Officer, Board Director or Committee Chair shall be entitled to receive a profit from activities associated with Neighborhood Council business. This is not to prohibit Board reimbursement of any Officer, Director or Committee Chair for approved out-of-pocket expenses used for Neighborhood Council business pursuant to City policies and procedures.

Section 6: Vacancies – Vacant positions on the Board shall be filled by a majority vote of the Board. Such appointed Directors shall meet the requirements of that vacant seat as specified in these Bylaws and shall complete the term of the replaced Director.

Section 7: Absences – Any Director who fails to attend six (6) board meetings in any two (2) year period or has three (3) unexcused absences in any one (1) year period may be removed by a majority vote of the Board. The Board shall consult with its legal counsel, the Office of the City Attorney throughout the removal process.

Section 8: Censure – Intentionally left blank.

Section 9: Removal – See Section 7 above.

Section 10: Resignation – Intentionally left blank.

Section 11: Community Outreach – The Neighborhood Council shall have a standing Community Outreach Committee which will report its activities and recommendations to the Board monthly at the regular Council meeting pursuant to Article VII, Section 1A.

The Neighborhood Council is committed to developing a system whereby pertinent information transmitted through the City's Early Notification System shall be made available in a timely manner.

ARTICLE VI OFFICERS

Section 1: Officers of the Board – The Executive Officers ("Officers") are: President, Vice President, Secretary, and Treasurer.

Section 2: Duties and Powers – The duties of the Officers are as follows and also include such additional duties as may be adopted by official action of the Board:

A. The President shall:

1. preside over all Neighborhood Council General and Special Meetings and determine whether a quorum of Directors is present;

2. appoint all Standing Committee Chairs from the Board with the approval of the Board;
3. appoint all Standing Committee members, Ad Hoc Committee Chairs and Ad Hoc Committee members from Stakeholders (including the Board) with the approval of the Board;
4. represent or appoint a Designee to represent the Neighborhood Council on issues of community concern;
5. appoint a Parliamentarian (who shall not be from the Board) from among the Stakeholders; and
6. be an ex-officio member of all Standing Committees.

B. The Vice-President shall:

1. preside over meetings in the absence of the President and serve if the President is unable to serve; and
2. secure the meeting location and any necessary permits for Neighborhood Council General and Special Meetings.

C. The Secretary shall:

1. record minutes of all meetings; make said minutes available to interested parties;
2. post meeting notices in accordance with the Brown Act;
3. act as custodian for all records of the Council, maintaining said records in appropriate form, excluding finance and membership records;
4. file all documents, reports, certificates and writings in compliance with federal, state and local law;
5. submit required Neighborhood Council information to the City of Los Angeles;
6. and perform these responsibilities in conjunction with other Directors, while retaining responsibility for said duties.

D. The Treasurer shall:

1. serve as financial officer for the Neighborhood Council and maintain

procedures for accountability in accordance with the Department guidelines and GAAP (Generally Accepted Accounting Principles);

2. prepare all budgets and records for Neighborhood Council funds;
3. act as custodian of all financial accounts, books and records of the Neighborhood Council and maintain these records in an appropriate form, provide a report to the Board, at least quarterly, on all financial matters and provide open access to financial records when requested.

E. The Parliamentarian shall settle questions on parliamentary procedure using a current revision of Robert's Rules of Order as well as the Neighborhood Council Bylaws provided that neither conflicts with the Brown Act.

Section 3: Selection of Officers – Executive Officers shall be elected at the first meeting following a Board member election by the Board.

Section 4: Officer Terms – Officers shall serve two (2) year terms and shall serve at the will of the Board.

ARTICLE VII COMMITTEES AND THEIR DUTIES

Section 1: Standing

- A. Community Outreach Committee. This committee shall be responsible for coordinating information exchange between Stakeholders, the Board and all outside community groups; shall seek out prospective Stakeholders and potential Directors from groups which are under-represented in the Neighborhood Council; shall report to the Board monthly on its outreach efforts for the month, the Committee's suggestions for further improving communication and outreach for the Neighborhood Council; shall update the Board on the Committee's ongoing communication and outreach project; establish measurable goals with deadlines that may track progress toward the overall objectives for improving communication and outreach; will distribute periodic announcements to all Stakeholders within the boundaries of the Neighborhood Council; shall be responsible for establishing written procedures for communicating with all Stakeholders on a regular basis in a manner ensuring that information is disseminated evenly and in a timely manner in accordance with the Plan for a Citywide System of Neighborhood Councils ("Plan"); will endeavor to use modern technology to its advantage to deliver information to Stakeholders.
- B. Membership Committee. This committee shall be responsible for establishing and maintaining all membership records of the Neighborhood Council. This shall include names, addresses and email addresses of all members. These records will remain private and only be used by the Neighborhood Council for official purposes.

Stakeholders' personal information will remain private to the extent allow by law.

- C. Other Committees. Other Standing Committees as identified in the Standing Rules, appointed by the President, and approved by the Board.

Section 2: Ad Hoc – It is anticipated the President and the Board may wish to create Ad Hoc Committees and appoint Stakeholders (including Directors) as head of those committees. This action shall be done with the approval of a majority of Directors during a regular meeting.

Section 3: Committee Creation and Authorization

- A. No more than five (5) Directors of the Board may serve on a Standing Committee, which additionally may be comprised of any number of Stakeholders deemed appropriate.
- B. The quorum needed to conduct official meetings will be a majority of existing committee members. A Standing Committee may take official action by a simple majority vote of members present.
- C. Committee actions, recommendations and policies shall be subject to approval by the Board of Directors.
- D. Committee Chairs shall set the agendas for their respective committees.
- E. Committee meetings shall be regularly scheduled as to place and time, and fall under the Brown Act. Committee chairs shall preside.

ARTICLE VIII MEETINGS

All meetings, including posting and notifications of agendas, as defined by the Ralph M. Brown Act (*California Government Code Section 54950.5 et seq.*), shall be noticed and conducted in accordance with the Act and all other applicable laws and governmental policy.

Section 1: Meeting Time and Place

- A. General Meetings – The Board shall meet at least quarterly on a consistent day and time, and at a regular location within the boundaries of the Neighborhood Council. If a meeting day falls on a holiday, or there is another reason to change the date or venue, the change shall be posted on the website and at a minimum of five (5) public locations seventy-two (72) hours prior to the new meeting.
- B. Special Meetings – If urgent action is required to respond to an item or situation, the President or Vice President may convene a Special Meeting with concurrence of at least five (5) other Directors. A Special Meeting may also be

called at any time by fifty (50) Stakeholders of the Neighborhood Council petitioning the Board. A quorum of Board Members is required to take official Board action at Special Meetings.

- C. The Neighborhood Council will work with the Department to obtain approved meeting sites which are ADA compliant.
- D. Public Comment and Testimony Period – All meetings of the Neighborhood Council, including Special Meetings, shall be conducted under the provisions of the Brown Act and shall be open to the Public. Public comment and testimony shall be taken after an item is presented, but before it is voted on by the Board.
- E. Adjournment and Suspension of Meetings – All meetings may be adjourned or suspended to another specified date, time and place not beyond the next regularly scheduled meeting of the Board. Such adjourned and suspended meetings must meet notification requirements in the Brown Act.

Section 2: Agenda Setting - The agenda for all Neighborhood Council General and/or Special Meetings shall be set by the President. Stakeholders, and Board members, may make requests to add particular items to a future agenda during the public comment period and/or Board comment period at a meeting of the Neighborhood Council.

Section 3: Notifications/Postings - Agendas for Board meetings and committees shall be posted at a minimum of five (5) public locations at specified in Attachment C of the Certification Application with a minimum of seventy-two (72) hours' notice prior to Regular Meetings and twenty-four (24) hours' notice prior to Special Meetings.

Section 4: Reconsideration – The Board is the only body authorized to make decision for the Neighborhood Council. Any Stakeholder within the Neighborhood Council boundaries may make a request during the public comment section of the same meeting that a Board item be reconsidered. However the decision to reconsider must be made by the Board.

The Board may reconsider or amend its actions through the following Motion for Reconsideration process, in accordance with the Brown Act:

- A. The Board approval of a Motion for Reconsideration must take place during the same meeting in which the Board acted, or during the next regularly scheduled Board meeting. This will not prevent the Board from convening a Special Meeting within the specified time frame to address a Motion for Reconsideration.
- B. Before reconsidering a matter, the Board must approve a Motion for Reconsideration and may then re-hear, continue, or take action on the item, subject to limitations stated in the Motion for Reconsideration.
- C. A Motion for Reconsideration shall be proposed only by a Director (the "Moving

Board Member”) who voted on the prevailing side of the original action. The Moving Board Member shall make the Motion for Reconsideration by either:

1. an oral motion made during the same meeting where the action that is the subject of reconsideration occurred; or
 2. properly placing the Motion for Reconsideration on the agenda of a meeting occurring within the time periods stated above.
- D. If the Motion for Reconsideration is made subsequent to the meeting where the action that is the subject of reconsideration occurred, the Motion must be placed on the agenda by submitting a memorandum to the President and Secretary at least three (3) days in advance of the deadline for posting notices for the meeting. The Moving Board Member’s memorandum must briefly state the reason(s) for requesting reconsideration and provide the language necessary to complete the information to be stated in the agenda, including a description of the Motion for Reconsideration, the item to be re-heard, and a proposed action that may be adopted by the Board if the motion is approved.
- E. A Motion for Reconsideration brought before the Board may be seconded by any Board member during the public hearing.
- F. This reconsideration process shall be conducted at all times in accordance with the Brown Act, including that: any discussion on the issue remain within permissible discussion parameters; that any decision is made during the public hearing; and that if the Motion for Reconsideration is considered at a subsequent meeting to the meeting where the act that is the subject of reconsideration occurred, then the Motion for Reconsideration is properly listed on that meeting’s agenda.

ARTICLE IX FINANCES

The Neighborhood Council shall comply with all financial accountability requirements as specified by City Ordinance and with financial reporting requirements prescribed by the Department.

Each month, the Treasurer shall provide to the Board detailed reports of the Council’s accounts. The Neighborhood Council will not enter into any contracts or agreements except through the Department.

ARTICLE X ELECTIONS

Section 1: Administration of Election – The Neighborhood Council elections will be conducted pursuant to any and all City ordinances, policies and procedures pertaining to Neighborhood Council elections.

Section 2: Governing Board Structure and Voting – The number of Board seats, the eligibility requirements for holding any specific Board seats, and which Stakeholders may vote for the Board seats are noted in Attachment B.

Once a Stakeholder identifies their community affiliation, they will also be able to vote for the specific-seat category for which they meet the qualifications to act as a Director. If they qualify for multiple specific-seat categories they can also vote for the specific-seat Directors in those categories.

Section 3: Minimum Voting Age – All Community Stakeholders aged sixteen (16) years old and above shall be entitled to vote in the Neighborhood Council elections.

Section 4: Method of Verifying Stakeholder Status – Voters will verify their Stakeholder status by providing acceptable documentation.

Section 5: Restrictions on Candidates Running for Multiple Seats – A candidate may declare their candidacy for more than one (1) position on the Council Board during a single election cycle.

If a candidate seeking multiple Board positions on the Council is declared the winning candidate for more than one position, the candidate will be required to vacate all except one (1) Board position within no more than three (3) days from the day the elections are certified, or from the day all election recounts and challenges are resolved, whichever date is later. These vacated positions shall be filled with the remaining candidate who received the most votes, or if none, via the vacancy clause. If the candidate does not vacate all except one (1) Board position by the deadline, the candidate will be stripped of all positions except for the position for which the candidate received the most votes.

Section 6: Other Election Related Language

- A. Notification shall be posted on the Neighborhood Council website and at no less than five (5) public sites.
- B. Each candidate for Director may address Stakeholders at a Candidate Forum prior to the voting process.

ARTICLE XI GRIEVANCE PROCESS

The formal grievance process for the Neighborhood Council shall be as follows:

- A. Any grievance by a Stakeholder must be submitted in writing to the Board.
- B. At the next regularly scheduled General Meeting following receipt of a submitted grievance, the Board shall compile a list of Stakeholders who wish to serve on a grievance panel. The list of potential panelists shall remain open for seven (7) days following the meeting date so that others who express interest may be added to the list.
3. At the end of the seven-day period, the Board Secretary shall randomly draw five (5) names to serve on the Ad Hoc grievance panel. The Board shall determine the method of randomness.
4. The Secretary will coordinate a time and a place for the panel to meet with the person(s) submitting the grievance to discuss resolutions. The meeting shall be held within fourteen (14) days of panel selection. The Secretary shall facilitate the meeting.
5. After hearing the grievance, the panel will deliberate solutions and draft a report and recommendation for presentation at the regularly scheduled Board meeting.
6. The Secretary will add the grievance panel's recommendation to the agenda of the next regularly scheduled General Meeting. The Board may receive a copy of the panel's report and recommendations prior to the meeting, but the matter shall not be discussed among the Board until the matter is heard at a meeting of the Board pursuant to the Brown Act.
7. The Board shall hear the grievance, take into consideration the grievance panel's recommendation and shall vote by official action at that time on the matter.
8. This formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board. Those grievances can be aired at regular meetings. Rather, the process is intended to address matters involving procedural disputes, e.g., Board failure to comply with these Bylaws.
9. In the event a grievance cannot be resolved through this process, the matter may be referred to the Department for consideration.

ARTICLE XII PARLIAMENTARY AUTHORITY

Neighborhood Council business shall be conducted in accordance with the Brown Act, any

Granada Hills South Neighborhood Council Bylaws - Approved 01-26-2014

applicable local, state and federal law, neighborhood council Bylaws (if not in conflict with the above mentioned laws), then Robert's rules of Order (if not in conflict with the above mentioned laws and Bylaws).

ARTICLE XIII AMENDMENTS

All suggested amendments to these Bylaws shall be submitted in writing, facsimile or e-mail to the Secretary, who shall place suggested amendments on the agenda of the next Board meeting for discussion and vote. These Bylaws shall be amended by a two-thirds (2/3) majority vote, **meaning that two-thirds (2/3) of the votes case, exclusive of abstentions and recusals must be in the affirmative.** Amendments approved by the Neighborhood Council shall be forwarded within two (2) weeks to the Department and shall not be valid, final or effective until approved by the Department.

ARTICLE XIV COMPLIANCE

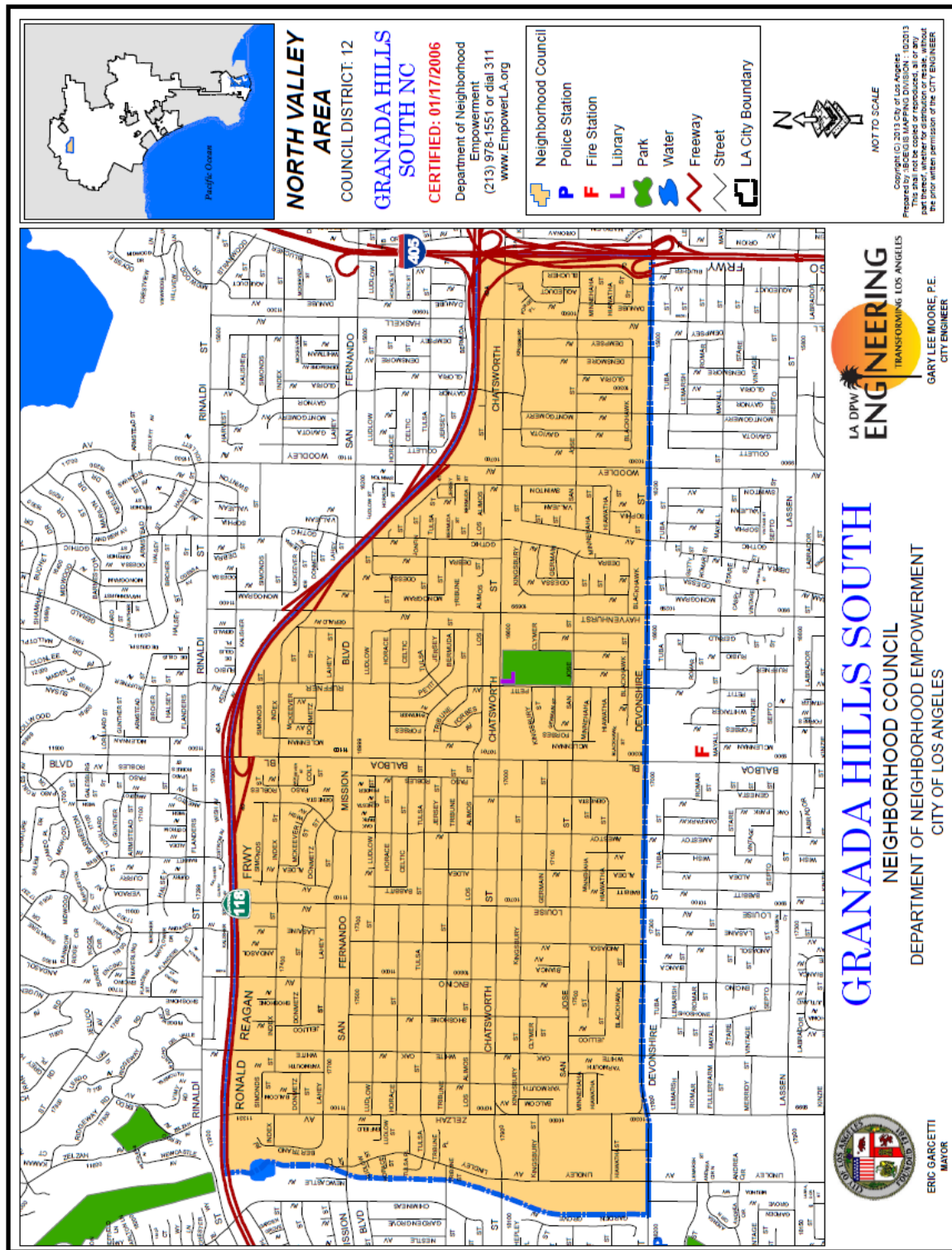
The Neighborhood Council, its representatives, and all Stakeholders shall: (1) refrain from violating the Bylaws; (2) be subject to any and all applicable Ethics Laws; and (3) abide by the Plan and all applicable local, county, state and federal laws.

Section 1: Code of Civility – The Neighborhood Council, its representatives, and all Stakeholders shall endeavor to conduct Neighborhood Council business in a professional and respectful manner.

Section 2: Training – Intentionally left blank.

Section 3: Self-Assessment – Intentionally left blank.

ATTACHMENT A - Map of Granada Hills South Neighborhood Council



ATTACHMENT B – Governing Board Structure and Voting

Granada Hills South Neighborhood Council – 21 Board Seats

BOARD POSITION	# OF SEATS	ELECTED OR APPOINTED?	ELIGIBILITY TO RUN FOR THE SEAT	ELIGIBILITY TO VOTE FOR THE SEAT
Member-at-Large Directors Term: 2 Years	9	Elected	Any stakeholder not running or elected for a specific-seat position defined below and who is 16 years or older.	Any Stakeholder who lives, works, or owns property in the neighborhood or to those who declare a stake in the neighborhood as community interest stakeholders and who is 16 years or older.
Member-at-Large Community Interest Director Term: 2 Years	1	Elected	Community interest stakeholder and who is 16 years or older.	Community interest stakeholder and who is 16 years or older.
Renters Director Term: 2 Years	1	Elected	Stakeholder who rents and resides in a home, condominium, townhouse, or apartment within the boundaries of the Neighborhood Council and who is 16 years or older.	Stakeholder who rents and resides in a home, condominium, townhouse, or apartment within the boundaries of the Neighborhood Council and who is 16 years or older.
Community Organizations Director Term: 2 Years	1	Elected	Stakeholder who is a member of a community organization that regularly meets within the boundaries of the Neighborhood Council and who is 16 years or older.	Stakeholder who is a member of a community organization that regularly meets within the boundaries of the Neighborhood Council and who is 16 years or older.
Commercial Property Owner Director Term: 2 Years	1	Elected	Stakeholder who owns property that is zoned for commercial purposes within the boundaries of the Neighborhood Council and who is 16 years or older.	Stakeholder who owns property that is zoned for commercial purposes within the boundaries of the Neighborhood Council and who is 16 years or older.
Faith-Based Groups Director Term: 2 Years	1	Elected	Stakeholder who is a member of a church, temple, mosque and other faith-based groups that have facilities physically located within the boundaries of the Neighborhood Council and who is 16 years or older.	Stakeholder who is a member of a church, temple, mosque and other faith-based groups that have facilities physically located within the boundaries of the Neighborhood Council and who is 16 years or older.

BOARD POSITION	# OF SEATS	ELECTED OR APPOINTED?	ELIGIBILITY TO RUN FOR THE SEAT	ELIGIBILITY TO VOTE FOR THE SEAT
Business Director Term: 2 Years	1	Elected	Stakeholder owns or works for a business that is physically located within the boundaries of the Neighborhood Council, or from persons legally operating a business from their primary residences within the boundaries of the Neighborhood Council and who is 16 years or older.	Stakeholder who owns or works for a business that is physically located within the boundaries of the Neighborhood Council, or from persons legally operating a business from their primary residences within the boundaries of the Neighborhood Council and who is 16 years or older.
Homeowners Director Term: 2 Years	1	Elected	Stakeholder who owns and lives in a residential dwelling, condominium, townhouse, or apartment within the boundaries of the Neighborhood Council and who is 16 years or older.	Stakeholder who owns and lives in a residential dwelling, condominium, townhouse, or apartment within the boundaries of the Neighborhood Council and who is 16 years or older.
Parks & Cultural Arts Director Term: 2 Years	1	Elected	Stakeholder who is a member of a park organization or Cultural Arts organization, e.g. libraries, historical societies, theater groups, museums, or organizations dedicated to enhancing music, arts or culture that meets at least four times a year or who lives within the boundaries of the Neighborhood Council and is a member of a parks organization or Cultural Arts organization that meets four times a year and who is 16 years or older.	Stakeholder who is a member of a park organization or Cultural Arts organization, e.g. libraries, historical societies, theater groups, museums, or organizations dedicated to enhancing music, arts or culture that meets at least four times a year or who lives within the boundaries of the Neighborhood Council and is a member of a parks organization or Cultural Arts organization that meets four times a year and who is 16 years or older.
Youth Organizations Director Term: 2 Years	1	Elected	Stakeholder who is a member of a youth-based organization whose meetings or activities are regularly held within the boundaries of the Neighborhood Council and who is 16 years or older.	Stakeholder who is a member of a youth-based organization whose meetings or activities are regularly held within the boundaries of the Neighborhood Council and who is 16 years or older.
Students Director Term: 2 Years	1	Elected	Stakeholder who is a student, ages 16 through 25, attending a school or residing within the boundaries of the Neighborhood Council.	Stakeholder who is a student, ages 16 through 25, attending a school or residing within the boundaries of the Neighborhood Council.

BOARD POSITION	# OF SEATS	ELECTED OR APPOINTED?	ELIGIBILITY TO RUN FOR THE SEAT	ELIGIBILITY TO VOTE FOR THE SEAT
Education Director Term: 2 Years	1	Elected	Stakeholder who works (full or part-time) for a school, adult school, daycare center, pre-school, or other educational group (an <i>Educational Institution</i>) located within the boundaries of the Neighborhood Council or who lives within the boundaries of the Neighborhood Council and works for any Educational Institution and who is 16 years or older.	Stakeholder who works (full or part-time) for a school, adult school, daycare center, pre-school, or other educational group (an <i>Educational Institution</i>) located within the boundaries of the Neighborhood Council or who lives within the boundaries of the Neighborhood Council and works for any Educational Institution and who is 16 years or older.
Senior Director Term: 2 Years	1	Elected	Stakeholder who resides within the boundaries of the Neighborhood Council and shall be at least 55 years old.	Stakeholder who resides within the boundaries of the Neighborhood Council and shall be at least 55 years old.