

**SCNC BOARD**

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[studiocitync.org](http://studiocitync.org)



**Bylaws & Procedures Standing Committee**  
**Monday, August 5th, 2019**  
**7:00 PM**

4024 Radford Avenue, Editorial 2, Room 6  
Studio City, CA 91604 (818) 655-5400

Committee Members: Nancy Kremer (Chairman), Adam Summer (Board Member), Eric Previn, Peter Cole, Brian Carroll (President, ex-officio)

1. Call to Order.
2. Public Comments on non-agenda items within the Committee's jurisdiction.
3. Officer Reports, approval of Minutes from July, 2019.
4. Discussion and possible motion with regard to draft Operating Procedures and draft Bylaws.
5. Comments from members.
6. Adjournment

**Studio City Neighborhood Council Committee Meeting Agendas are posted for public review on the SCNC website at [studiocitync.org](http://studiocitync.org) and at the CBS Studio Center Radford and Colfax gates.**

The SCNC meetings are held on an active studio lot. Due to security issues, all stakeholders are required to park in the studios parking structure. There are a limited number of accessible parking spaces in front of the meeting room and while there is no direct path of travel to the meeting room via a sidewalk, the studio and NC want to assure that stakeholders with disabilities are able to access the meeting without difficulty.

Stakeholders with disabilities who have a valid DMV placard, use a wheelchair, walker or cane, and/or those who have difficulties walking distances should contact (860)490-9883 or [bcarroll@studiocitync.org](mailto:bcarroll@studiocitync.org) to request shuttle assistance at least 24 hours prior to the meeting in order for the studio to arrange services for the meeting.

### **PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS**

The public is requested to fill out a "Speaker Card" to address the Board on any item on the Agenda PRIOR to the Board taking action on an item. Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments on other matters, not appearing on the Agenda that are within the Board's subject matter jurisdiction, will be heard during the Public Comments On Non-Agenda Items period.

### **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 three (3) business days (72 hours) prior to the meeting you wish to attend by contacting the Studio City Neighborhood Council (860)490-9883 or by e-mail to [bcarroll@studiocitync.org](mailto:bcarroll@studiocitync.org).

### **RECONSIDERATION PROCESS**

Reconsideration of a vote by the Board may be called as a motion by the Board members that voted on the prevailing side of the decision.

### **GRIEVANCE PROCESS**

A stakeholder or group of stakeholders may present a grievance concerning the legality of actions by the Board during public comment. Substantive grievances will be examined by a panel set by the Board and the decisions may be appealed to the Department of Neighborhood Empowerment.

### **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 at [studiocitync.org](http://studiocitync.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 [office@studiocitync.org](mailto:office@studiocitync.org).

### **SCNC BYLAWS**

Please be advised that the Bylaws of the Studio City Neighborhood Council provide a process for reconsideration of actions as well as a grievance procedure. For your convenience, the Bylaws are available during every meeting.