

Harbor Gateway North Neighborhood Council
Bylaws Committee – September 27, 2021
Held via Zoom

Present: Nakiesha Scott (Chair), Rosalie Preston (Secretary), Jackie Jackson, Craig Kusunoki, Janet Mitchell, Fred Nichols, Keith Pitts, Luetta Watson, and Hannah Woods

- 1) **Welcome/call to order/roll call:** The meeting was called to order at 7:02 p.m. by Chair Nakiesha Scott. Roll call determined that there was a quorum.
- 2) **Approval of the September 2, 2021, Committee minutes:** It was moved by Fred Nichols, seconded by Hannah Woods, and passed 9-0-0 to approve the minutes as presented.
- 3) **Election of Vice Chair:** There was no nomination.
- 4) **Presentation by Freddy Cupen-Ames on Bylaws and Standing Rules and understanding the difference:** HGNNC Neighborhood Empowerment Advocate Freddy Cupen-Ames explained that the biggest difference between Bylaws and Standing Rules is that the Bylaws are the governing document. The Standing Rules fill in gaps that the Bylaws or Robert's Rules of Order/Rosenberg do not cover. He screen-shared the current Bylaws dated November 25, 2020, and said that the order of the Articles is the same for every Neighborhood Council per the Board of Neighborhood Commissioners as of October 2010. On the Department of Neighborhood Empowerment website, under Commission, all of the Commission's adopted policies that apply to Neighborhood Councils and are reflected in the Bylaws are listed there. He also highlighted the uniform voting age and definition of a stakeholder. Therefore, there are a number of sections in the Bylaws that a Neighborhood Council cannot change because they have been changed by City ordinance or Board of Neighborhood Commissioners' policy. In contrast, Standing Rules can provide more details and changes only require a Board vote. Bylaws changes require Departmental and even sometimes Board of Neighborhood Commissioners approval. In determining how to proceed, refer to the Bylaws, then Standing Rules, then Rosenberg's and then Robert's Rules of Order. The Department is working on a new Bylaws template with various options where changes can be made. That should be ready by early November. Procedures regarding keys to the Neighborhood Council office would go into the Standing Rules. Language in the Standing Rules cannot contradict the Bylaws. Changes to the Bylaws must be submitted to the Department of Neighborhood Empowerment before April 1, 2022. Ideally the proposed changes would go to the HGNNC Board at the March 8 Board meeting.
- 5) **Beginning review from Franz Rodrigues of the November 25, 2020, HGNNC Bylaws:** The previous Bylaws Committee Chair Franz Rodriguez said that there were three issues that the previous Committee dealt with, including internal boundary lines, the age of the Youth Representative, and setting a limit on the number of Committee members.
- 6) **Review by Rosalie Preston of the HGNNC Standing Rules adopted November 12, 2019, and listing of possible new Standing Rules needed:** Rosalie read out the current Standing Rules from the screen share.
- 7) **General public comment on non-agenda items:** None.

8) **Announcements:** None.

9) **Next meeting date/adjournment:** The Committee will meet on Mon. October 25 at 7 p.m.
The meeting was adjourned at 8:05 p.m.

Minutes taken by Rosalie Preston, Secretary

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