

**Sherman Oaks  
Neighborhood Council**

**Government Affairs Committee**

Lindsay Imber, Chair  
Kira Durbin  
Howard Katchen  
Tom Materna  
Stacey Segarra-Bohlinger

**Bylaws Committee**

Lindsay Imber, Chair  
Kira Durbin  
Harold Shapiro  
Lielt Endashaw  
David Silverman

CITY OF  
LOS ANGELES  
CALIFORNIA



**Sherman Oaks  
Neighborhood Council**



Sherman Oaks  
Neighborhood Council P.O.  
Box 5721  
Sherman Oaks, CA 91413

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

**Government Affairs  
&  
Bylaws Committee  
Joint Meeting  
Minutes**

Tuesday, January 27, 2025, 6:30 pm.  
Sherman Oaks Martin Pollard Branch Library

*The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.*

**1. Call to Order & Roll Call**

- a. Lindsay Imber, Chair, called the meeting to order at **6:35pm.**
- b. Stacey Segarra-Bohlinger called the roll.

**Government Affairs Committee:**

- i. **Present:** Durbin, Imber, Segarra-Bohlinger **(3)**
- ii. **Absent:** Katchen, Materna **(2)**

**Bylaws committee:**

- i. **Present:** Imber, Silverman, Durbin, Endashaw **(4)**
- ii. **Absent:** Shapiro, Katchen **(2)**

**2. Motion to approve Gov't Affairs Meeting minutes for Prior Meetings**

a. *A motion to approve the Minutes of the December 2025 joint Government Affairs bylaws Committee Meeting.*

**MOVED:** Durbin    **SECOND:** Imber

**YES:** Imber, Endashaw, Durbin, Silverman, Segarra-Bohlinger **(5)**

**NO:** (0)    **ABSTAIN:** (0)    **ABSENT:** Shapiro, Materna, Katchen **(3)**

**item 2a approved unanimously 5-0-0-3**

**3. Comments by Elected or Appointed Officials, City Agencies, and Staff - none**

**4. Comments on Non-Agenda Items Within Committee Jurisdiction**

*Remarks from Public*

**5. Chair's Report**

Final meeting of bylaws committee

Deadline / DONE rules necessitate timeliness

Keep an eye on City Council File System, County / State legislatures

Relating to personal rights,

issues with Immigration & Customs Enforcement

**6. Committee Business and Discussion**

**a. Government Affairs Committee: Sepulveda Transit Corridor Mod-Alt 5.  
CF 26-0046 Position: FOR**

*The Sherman Oaks Neighborhood Council (SONC) supports CF 26-0046, hereby supporting the selection of 'Modified Alternative 5' as the Locally Preferred Alternative by the Metro Board of Directors, as originally proposed by SONC in 2025, then-named Alternative 6R*

MOVED: Imber      SECOND: Segarra-Bohlinger

**YES:** Imber, Endashaw, Durbin, Silverman, Segarra-Bohlinger **(5)**

**NO:** **(0)**      **ABSTAIN:** **(0)**      **ABSENT:** Shapiro, Materna, Katchen **(3)**

**item 6a approved unanimously 5-0-0-3**

**b. Review and amendment of the SONC Governing Documents:**

1. Absence Policy (Bylaw V.7)

**Absence from Board Meetings**

DRAFT: In the event a Board member fails to attend four meetings during a calendar year the Board member will be subject to removal for the remainder of their term. "Absence" is hereby defined to be a failure of a Director to be in attendance by the time of the vote on the first order of business, unless excused by the President with concurrence of the Board members. "Absence" also occurs by an unexcused departure from the meeting prior to its conclusion. An absence will be excused when granted by the Presiding Officer with concurrence of the Board. An excuse may be requested in advance, or as a matter of personal privilege during a meeting. Late arrival, although constituting an "Absence", will not deprive

a board member from acting on all matters coming before the Board subsequent to that arrival. **Excused absence is defined as,**

- 1) Board or committee member is ill, taking care of an ill family member, or death of a family member
- 2) religious holiday
- 3) a conflict with another neighborhood council meeting or related event
- 4) employment, business obligation
- 5) declared emergency
- 6) school or education
- 7) any unforeseen non-routine event. All excused absence requests are to be submitted to the SONC President for determination and approval by board concurrence.

*[discussion relating to striking items, notification standard, applicability to virtual meetings]*

AMENDED: In the event a Board member fails to attend four meetings during a calendar year the Board member will be subject to removal for the remainder of their term. "Absence" is hereby defined to be a failure of a Board member to be in attendance by the time of the vote on the first order of business, unless excused by the President with concurrence of the Board members. "Absence" also occurs by an unexcused departure from the meeting prior to its conclusion. An absence will be excused when granted by the Presiding Officer with concurrence of the Board. An excuse may be requested in advance, or as a matter of personal privilege during a meeting. Late arrival, although constituting an "Absence", will not deprive a board member from acting on all matters coming before the Board subsequent to that arrival.

Excused absence is defined as:

- 1) Board or committee member is ill, taking care of an ill family member, or death of a family member
- 2) religious holiday
- 3) declared emergency.

All excused absence requests are to be submitted to the SONC President for determination and approval by board concurrence.

## 2. Board/Committee Alternate Seats (Bylaw V.1 / Standing Rule C.4.d)

### **Bylaw V.1:**

DRAFT: The President, with approval from the Board, may appoint a SONC stakeholder(s) as an alternate member of the Council, who shall meet the same qualifications as the Board Member(s) they are appointed as an alternate for. Alternates may be appointed for a specific seat or for a

single designated area (of the seven designated areas) & may only vote due to board member absence.

**C.4.d:**

DRAFT: Committee Chairs, with concurrence from the President and approval of the Executive Committee, may appoint a SONC stakeholder(s) to serve as an alternate member of their committee.

*[discussion relating to assigning alternate positions to candidates who did not win their election; whether applicable to committees and/or board; may vs shall]*

*[no changes to language in draft]*

3. Community Interest At Large Seats - **Bylaw V.1.c:**

DRAFT: One (1) CISBM may be elected in each of the seven (7) designated areas. Unlike RSBM and BSBMs, CISMBs are elected at large from within the entirety of SONC's geographic boundaries such that three CISBM seats are elected every four years and the remaining four CISBM seats are elected every four years in staggered fashion. Bylaw V.4: Four CISBM seats will be elected in the same election as RSBM and BSBM seats in Areas #1, 3, 5, and 7, while the remaining CISBM seats will be elected in the same election as RSBM/BSM Areas #2, 4, and 6. Bylaw X.2: Stakeholders shall select one of the seven (7) geographic areas, based on stakeholder status, as stated in Article V, in which they will cast their vote for a BSBM and RSBM to represent that geographic area, as well as three or four CISBMs (depending on election year) for at-large representation. Stakeholders may register for one particular geographic area for each election. They may not vote for candidates in any other geographic area during the election, with the exception of the at-large CISBM seats.

*[discussion relating to participation, elections, redundant language, whether business seat should also be at large]*

AMENDED: Unlike RSBMs, BSBMs & CISMBs are elected at large from within the entirety of SONC's geographic boundaries such that three BSBM and CISBM seats are elected every four years and the remaining four BSBM and CISBM seats are elected every four years in staggered fashion.

**Bylaw V.4:** Three BSBM and three CISBM seats will be elected in the same election as RSBM seats in Areas #1, 3, 5, and 7, while

the remaining four BSBM and four CISBM seats will be elected in the same election as RSBM Areas #2, 4, and 6.

**Bylaw X.2:** Stakeholders shall select one of the seven (7) geographic areas, based on stakeholder status, as stated in Article V, in which they will cast their vote for a RSBM to represent that geographic area, as well as three or four BSBM & three or four CISBMs (depending on election year) for at-large representation. Stakeholders may register for one particular geographic area for each election. They may not vote for candidates in any other geographic area during the election, with the exception of the at-large BSBM and CISBM seats.

4. General Public Comment before Elected Officials (New Bylaw or Rule)

**a. Electronic Public Comment (New Bylaw or Rule)**

DRAFT: To the extent practicable, the General Public Comment period shall be placed toward the start of the agenda and shall precede Comments by Elected Officials, Staff, etc. The Outreach Committee shall be charged with establishing a form on the SONC website through which to receive electronic public comment prior to each meeting of the full council. The agenda shall indicate to the public how to submit electronic comments online.

*[discussion relating to how electronic comments are submitted/compiled; deadline for submission; bifurcating item regarding general comment during the meeting; electronic comment submission; time minimums / president discretion to cut-off comment period]*

AMENDED: To the extent practicable, the General Public Comment period shall be placed toward the start of the agenda and shall precede Comments by Elected Officials, Staff, etc. The Outreach Committee shall be charged with establishing a form on the SONC website through which to receive electronic public comment prior to each meeting of the full council. Where cumulative public comment for a particular item is no more than 10 speakers per item, public comment time offered to each speaker shall be at least one minute in length.

5. Limit Presentations - **Bylaw VIII.2:**

DRAFT: When crafting agendas for each regular monthly meeting of the full council, the President shall restrict guest presentations to a cumulative total of 30 minutes in length, allocating this time to no more than two guest speakers or entities. This provision shall not be applicable to board

member presentations relating to motions appearing on the agenda. Pursuant to Bylaw VI.2.c, the Second Vice President shall serve as timekeeper for presentations.

*[discussion relating to guideline vs rule; one speakership rather than 2; eliminating time limit]*

AMENDED: Committees are encouraged to have appointments for no fewer than: One Chair and One Vice Chair; or Two Co-Chairs.

6. Outreach Committee appointments for: (Standing Rule)  
Newsletter Editor, Website Admin, Social Media, Photographer Standing Rule **C.1.d**: The Outreach Committee shall appoint from its membership an editor for the monthly newsletter, administrator for the SONC website, manager for SONC social media, and photographer/videographer or archivist to work in concert with the social media manager. The same person may serve in more than one role.

*[skipped for timeliness to consider number 7]*

7. Require Vice or Co-Chair for all committees (Standing Rule)

**Standing Rule C.4.c:**

DRAFT: Each committee shall receive appointments for no fewer than: One Chair and One Vice Chair; or Two Co-Chairs.

AMENDED: Committees are encouraged to have appointments for no fewer than: One Chair and One Vice Chair; or Two Co-Chairs.

*Amendments approved without objection by unanimous consent*

**7. Closing Announcements** *none*

**8. Adjournment: Meeting adjourned by unanimous consent at 7:54pm**

Respectfully submitted

A handwritten signature in cursive script, appearing to read "Stacy". The signature is written in black ink and is positioned below the text "Respectfully submitted".