

# Atwater Village Neighborhood Council Bylaws

Approved October 5, 2012

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## **ARTICLE I NAME**

Upon certification, the name of the Neighborhood Council shall be the Atwater Village Neighborhood Council (“Council” or “AVNC”), an officially recognized advisory council here by part of the Los Angeles Citywide system of Neighborhood Councils.

## **ARTICLE II PURPOSE**

A. The **PURPOSE** of the Council is to participate as an advisory body on issues of concern to our Neighborhood Council and in the governance of the City of Los Angeles.

B. The **MISSION** of this Council is:

1. To provide an inclusive open forum for public discussion of issues concerning City governance, the needs of this Neighborhood Council, the delivery of City services to the stakeholders of AVNC and on matters of a Citywide nature;
2. To advise the City of Los Angeles on issues concerning City governance, the needs of the stakeholders of AVNC, the delivery of City services to the stakeholders of the Council, and on matters of a Citywide nature;
3. To create ties to and foster relationships with other communities to work together in addressing mutually beneficial needs and in achieving mutual goals;
4. To educate stakeholders so that they can make informed decisions about the issues concerning City governance, the needs of the stakeholders of AVNC, the delivery of City services to this neighborhood council, and on matters of a Citywide nature;

C. The **POLICY** of this Council shall be:

1. To respect the dignity and expression of viewpoints of all individuals, groups, and organizations involved in this Neighborhood Council;
2. To remain inclusive in our operations and encourage participation and input of any individuals, groups, and organizations with varying viewpoints, including, but not limited to, the election process for governing body and committee members;
3. To maintain a channel of communication on a regular basis to inform our Neighborhood Council, including, but not limited, to the utilization of the Early Notification System as needed, and quarterly mailings, e-mails, postings, and communication through other neighborhood groups, of matters involving the City of Los Angeles and our community in a way that is tailored to provide opportunities for involvement in the decision-making process;
4. To encourage all Community Stakeholders to participate in all activities of this Neighborhood Council;

5. To 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;
6. To have fair, open, and transparent procedures for the conduct of our Neighborhood Council business;
7. To develop in the stakeholders a sense of personal pride and responsibility for their neighborhood and their City.

### **ARTICLE III BOUNDARIES**

**Section 1: Boundary Description** – The Council includes a geographic area that meets the requirements for areas that have less than 20,000 residents.

The external boundaries are described as follows:

- A. **North:** 134 Freeway, including Griffith Park.
- B. **East:** Railroad tracks (Los Angeles/Glendale boundary) south to Casitas Ave. and the Los Angeles River.
- C. **South:** Casitas Ave. south of the 2 Freeway to the Los Angeles River.
- D. **West:** 5 Freeway, including the Los Angeles River and Griffith Park.

The boundaries of the Council are set forth in Attachment A - Map of Atwater Village Neighborhood Council.

**Section 2: Internal Boundaries** – The internal boundaries are described as follows:

- A. **North Atwater:** North side of Los Feliz Blvd. to the northern external boundary.
- B. **Central Atwater:** South side of Los Feliz Blvd. to north side of Glendale Blvd..
- C. **South Atwater:** south side of Glendale Blvd. to the southern external boundary.

### **ARTICLE IV STAKEHOLDER**

Neighborhood Council membership is open to all Stakeholders. "Stakeholders" shall be defined as those who live, work, or own property in the neighborhood and also to those who declare a stake in the neighborhood and affirm the factual basis for it.

In addition, Stakeholders shall include the following in this Council area:

1. Homeowners
2. Renters
3. Property owners
4. Business owners
5. Employees of businesses
6. Cultural institutions and their members
7. Religious institutions and their members
8. Service or community nonprofit organizations and their members
9. Schools and their students
10. Parks and recreation

With the exception of service or community nonprofit organizations, all Stakeholder groups must have a physical location or operate within the AVNC boundaries or shared areas as described in these bylaws. Service or community nonprofit organizations must either operate within the Neighborhood Council or include Atwater Village in its service area. Stakeholders shall have all rights and privileges, including the rights to vote and the right to hold office, with the exception that only youth aged sixteen (16) or older have the right to hold office.

#### **ARTICLE V GOVERNING BOARD**

The Board of Directors (hereinafter “the Board”) shall be the Governing Body of the Council within the meaning of that term as set forth in the Plan for a Citywide System of Neighborhood Councils (“Plan”).

**Section 1: Composition** – The Board shall consist of seventeen (17) Stakeholders elected, selected or appointed by the Board and/or Community Stakeholders. The composition of the Board shall be as follows:

**A. Six (6) Residents** – Two (2) from North Atwater, Two (2) from Central Atwater, and (2) from South Atwater.

**B. Two (2) Business Representatives** – Representing businesses operating within the AVNC boundaries.

**C. Two (2) Community Groups/Non-Profit Representatives** – Representing community groups or non-profit organizations operating within the AVNC boundaries or including Atwater Village in its service area.

**D. Two (2) Church/Religion Representatives** – Representing churches or religious groups operating within the AVNC boundaries.

**E. One (1) School Representative** – Representing schools within the AVNC boundaries.

**F. One (1) Parks and Recreation Representative** – Representing Parks and Recreation within the AVNC boundaries.

**G. Three (3) Special Interest Representatives** – The three (3) special interest representatives shall be made by appointment by the Board to ensure representation from any under-represented group or groups of Stakeholders as delineated above, or to provide the Board with particular expertise, assistance, or knowledge which would be of particular value to the Board and the Stakeholders, such as Atwater Village's Los Angeles Police Department community lead officer. Such appointment shall be made within sixty (60) days of the election. Nominations shall be submitted or solicited for review by the Board.

No single Stakeholder group shall hold a majority of Board seats unless extenuating circumstances exist and are approved by the Department of Neighborhood Empowerment (“Department”).

**Section 2: Quorum** – The quorum shall be nine (9) members of the Board. No floating quorums are allowed.

**Section 3: Official Actions** - The Board shall take Official Action by a majority vote of a quorum of the Board. A majority vote on any matter on the Board's agenda cannot be made unless there is a quorum of the Board members present. Official action shall occur when the Board approves, fails to approve, or disapproves by vote any resolutions, positions, or decisions with respect to an item on its agenda which becomes the official or representative voice on said item for the AVNC.

Any Board member under the age of eighteen (18) will not participate in decision-making votes related to entering into contracts or expenditures of the AVNC. In these instances, any Board member under the age of eighteen (18) will abstain from voting, but may participate in any discussions regarding such matters prior to voting

**Section 4: Terms and Term Limits** – A Board member’s term shall be for the duration of two (2) years or until a successor is elected or appointed.

In no event shall any Board member serve on the Board for more than eight (8) consecutive years.

**Section 5: Duties and Powers** – The Board shall actively identify the needs and concerns of AVNC Stakeholders. They shall maintain an open channel of communication to keep the Stakeholders within their Stakeholder group informed and to hear Stakeholder needs and concerns of matters involving the City of Los Angeles and the community in a way that is tailored to provide opportunities for involvement in the decision-making process. They shall encourage all Community Stakeholders to participate in all activities of this neighborhood council.

The Board is the decision-making body of the AVNC and has the power to make rules for proceeding, appoint non-board members to the Committees, make amendments to the Bylaws provided approval is given by the Department, establish priorities for issues

affecting stakeholders, presents the opinion of the Stakeholders officially to the City of Los Angeles and other government agents, and perform other duties in conformance to the policies and laws governing the Neighborhood Councils.

**Section 6: Vacancies** – A vacancy on the Board shall be filled by the following procedure:

A. Any Stakeholder(s) interested in filling a vacant seat on the Board shall submit a written application(s) to the Secretary.

B. The Secretary shall then ensure that the matter is placed on the agenda for the next regular meeting of the Board.

C. If only one (1) Stakeholder has made application for a vacant seat, then a vote of the Board shall be taken and the applicant installed by a two-thirds (2/3) vote of the Board. If more than one (1) Stakeholder has made an application for an empty seat, then an open and fair vote shall be taken at the next regular meeting by all Stakeholders present. The vote shall be presided over by the Board and shall include one (1) vote per Stakeholder.

D. When a vacant seat is filled by the aforementioned process, that seat shall be filled only until the next general election is held to fill all seats on the Board. In no event shall a vacant seat be filled where the election to fill all seats on the Board is scheduled to be held within one hundred and twenty (120) days from the date the applicant (Stakeholder proposing to fill the vacancy) tenders a written application to the Secretary.

E. The appointed applicant's term shall be limited to the term for the vacated seat.

**Section 7: Absences** – A Board member shall be permitted a maximum of four (4) absences at regular meetings per "Council Year" which begins with the first scheduled Council meeting following the Board member's election or appointment and continuing for the next eleven (11) months thereafter. Upon the fifth absence, the Board member may be removed from the Council. An absence is valid regardless of the reason for the absence and even if a meeting is not held because there was no quorum. The Board shall provide written notice to the Board member who reaches four (4) absences stating that the next absence may result in the removal of the Board member. Written notice can be by email or by first class registered mail to the Board Member's last known address.

**Section 8: Censure** – Intentionally left blank.

**Section 9: Removal** – Board members may be removed or replaced for the following reasons:

A. **Absences:** See Section 7 above.

B. **Change or Loss of Stakeholder Status:** A Board member who is no longer a Stakeholder in Atwater Village shall be automatically removed as a Board member. It is the responsibility of each Board member to notify the Co-Chairs of any change of Stakeholder status within thirty (30) day so such change.

C. **Unlawful Behavior:** A Board member may be removed for any and all behavior in violation of federal, state or local laws, including but not limited to:

1. Embezzlement of Council funds
2. Misappropriation of Council funds
3. Buying or selling votes in Board member elections
4. Making or soliciting bribes for votes on particular issues

D. **Violation of Bylaws and/or AVNC Code of Civility**

E. **Removal by AVNC Action:** A Board member may be removed by the submission of a written petition which: (i) identifies the Board member to be removed; (ii) describes in detail the reason for removal; and (iii) includes the signatures of one hundred (100) Stakeholders from the geographic area represented by the Board member.

E. **Removal Procedures:** Once a petition for removal of a Board member has been received, the AVNC shall follow the removal procedures:

1. **Meeting:** Removal of a Board member shall be heard at a regular meeting. The proposed removal will be placed on the Agenda for consideration by the Board at the earliest general AVNC meeting. If the next general meeting is more than thirty (30) days away, then a special meeting may be called no sooner than fifteen (15) days in order to give notice to the Board Member. The proposed removal will be placed on the agenda for consideration by the AVNC at the special meeting.
2. **Notice:** The Board member shall be given written notice of the proposed removal and the reasons for the proposed removal. Notice shall be sent by email or by first class registered mail to the Board member's last known address a minimum of fourteen (14) days prior to the AVNC meeting hearing the proposed removal.
3. **Opportunity to be Heard:** The Board member shall be given an opportunity to be heard, either orally or in writing. The hearing shall be held, or the written statement shall be considered, at the meeting where the proposed removal is agendized.



4. **Decision:** The Board shall decide whether or not the Board member should be removed. Any removal of a Board member pursuant to this subsection shall require an affirmative vote of two-thirds (2/3) of the Board members present and voting. The Board member being considered for removal shall not take part in the removal vote. If the vote is affirmative the position shall be determined vacant.
5. **Counsel:** The AVNC may consult with its legal counsel, the Offices of the City Attorney throughout this removal process
6. **Reinstatement:** The Board member may seek reinstatement through the Grievance Procedure provided in the bylaws.

**Section 10: Resignation** – A Board member may resign from the Council, and the position shall then be deemed vacant. Any member of the Board who ceases to be a Stakeholder is required to submit his or her resignation to the Board for discussion and action at a Board meeting.

**Section 11: Community Outreach** – The Board shall direct that a system of outreach be instituted to find and obtain nominees for subsequent election to the Board. The purpose of this outreach is to put forth a reasonable effort to inform and give every Stakeholder desiring to participate on the Board an opportunity to become a Board member. To that end, a period of at least sixty (60) days prior to any election shall be given to candidates for purposes of soliciting Stakeholder support.

## **ARTICLE VI OFFICERS**

**Section 1: Officers of the Board** – The Board shall designate the following Officer positions: two (2) Co-Chairs, Treasurer, and Secretary. The Secretary is not required to be a member of the Board.

**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. **Co-Chairs** – Either or both Co-Chairs set the agenda for Board with any input from the committees. Either or both Co-Chairs will have the authority to direct and control the board meetings or appoint another Board member to direct and control the meetings.

B. **Treasurer** – The Treasurer is charged with the responsibility of establishing an accounting system for the Council, maintaining the records of the Council's finances and book of accounts, and preparing any financial reports for the Department pursuant to the Plan.

C. **Secretary** – There shall be a position known as a Secretary to the Board or Secretary. The Board shall select or appoint someone for this position which will

entail keeping the minutes of the Board meetings, and any other duties prescribed by the Board. An Alternate Secretary to the Board may also be selected or appointed by the Board to serve as an alternate secretary in the absence of the primary Secretary to the Board or to take minutes at committee meetings, as needed. The Secretary and Alternative Secretary may be removed and replaced by rules established by the Board.

**Section 3: Selection of Officers** – These positions shall be filled by consensus or, if consensus cannot be reached, by majority vote of the Board at the first meeting following the elections.

**Section 4: Officer Terms** - The Officers shall serve two (2) year terms and serve at the pleasure of the Board. They may stand for reelection.

## **ARTICLE VII COMMITTEES AND THEIR DUTIES**

All committees, subcommittees and/or ad hoc committees shall be made up of Stakeholders that are elected, selected, or appointed in a manner to be determined by the Board.

### **Section 1: Standing Committees**

**A. Communication and Outreach Committee** – Chair nominated by the Board. Organize and execute General Meetings and special events. Develops an on-going outreach plan and effort to ensure the maximum participation by Community Stakeholders;

**B. Government Relations Committee** – Chair nominated by the Board. Fulfill City oversight function and act as a liaison with City and other governmental entities. Oversees, administrates and executes Early Notification System and communications with AVNC Stakeholders. Performs ongoing outreach to AVNC Community Stakeholders;

**C. Budget and Finance Committee** – Chaired by Treasurer. Oversees and administrates all AVNC financial matters, including system of financial accountability as required by the Department, including monthly reporting on bank accounts and maintaining all records on all deposits.

**D. Fundraising and Event Planning Committee** – Chair nominated by the Board. Organize and execute fundraising and special events. Works with communication and outreach committee to ensure the maximum participation by AVNC Stakeholders;

**E. Election Committee** – Chair nominated by the Board. Organizes and executes general AVNC elections. Oversees enforcement of and amendment to AVNC By-Laws pursuant to Article XIII. Proposes and enforces Board Rules as necessary with the approval of the Board. Establishes a Nominations sub-

committee as necessary. Informs the voting members of all election rules and procedures, and reports at AVNC general meetings on any changes to these that it has adopted; and

**F. Issues and Area Committees** – Chairs nominated by the Board. Address the needs and concerns of the area as deemed necessary by the Board.

**Section 2: Ad Hoc Committees** – The Board may create Ad Hoc Committees as needed to deal with temporary issues.

**Section 3: Committee Creation and Authorization** – The Board shall create a system for the election, selection, or appointment of Stakeholders to committees, sub-committees, and/or ad hoc committees, as the need arises. These by-laws shall be amended to reflect the institution of any permanent or standing committee(s). All other committees established or disbanded shall be noted in the minutes by the Secretary.

The Board shall select Stakeholders to serve on the committees. The Chair of each committee shall be selected by the Board. Members of committees are not required to be Board members.

## **ARTICLE VII MEETINGS**

All meetings, 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** – Meetings of the Board shall be held at a minimum on a quarterly basis (once every three (3) months). Meetings of the Board will meet at an accessible location within the Neighborhood Council area. The location for meetings may change from time to time and will be changed pursuant to the AVNC Board Rules (“Board Rules”) and shall be noticed on agendas by a majority of the Board at the initial meeting and can be changed or modified by the Board per said rules.

**Section 2: Agenda Setting** – The Chair of Co-Chairs shall set the agenda for each Council meeting.

**Section 3: Notifications/Postings** – Notification of all meetings shall include, at a minimum, posting on the AVNC website, posting at five (5) public locations and other commonly frequented locations throughout the Council area tailored to reach the largest number of identifiable stakeholders in the area. Agendas shall also be emailed to Stakeholders if there is a database, and regular and special Board meeting agendas shall be sent to the Department.

**Section 4: Reconsideration** – The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place immediately following the original action or at the next regular meeting. The Board, on either of these two (2) days, shall: (1) make a Motion for Reconsideration and, if approved, (2) hear the

matter and Take an Action. If the motion to reconsider an action is to be scheduled at the next meeting following the original action, then two (2) items shall be placed on the agenda for that meeting: (1) a Motion for Reconsideration on the described matter and (2) a Proposed Action should the motion to reconsider be approved. A motion for reconsideration can only be made by a Board member who has previously voted on the prevailing side of the original action taken. If a motion for reconsideration is not made on the date the action was taken, then a Board member on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Brown Act.

## **ARTICLE IX FINANCES**

A. The Treasurer of this Council shall oversee and be charged with the full custody and control of all Council funds and assets.

B. The Treasurer shall establish and oversee a system of bookkeeping and accounting for the Council that complies with Generally Accepted Accounting Principles and conforms to all applicable local, state, or federal laws. The Treasurer may request authorization from the other members of the Board to retain a financial professional to assist in creating a bookkeeping and annual accounting system. The Treasurer may also request the assistance of the Department when implementing a bookkeeping and accounting system. The Treasurer, however, shall be ultimately responsible for the maintenance of the system of bookkeeping and accounting and for the protection of all Council assets.

C. The Council's financial statements, books and accounts shall be open for inspection and copying by any member of the public upon a written request to the Board. The Board shall establish fair and open procedures to permit inspection within a reasonable time. Any copying of financial records will be performed by an established copy service and the charge for such a service will be billed to the person or entity requesting the copies.

D. The Treasurer shall provide a report to the Board on the Council's finances at every regular meeting of the Board.

E. The Treasurer shall be responsible for preparing or coordinating the preparation of an annual financial statement for the Department. The Treasurer shall also coordinate and cooperate with the Department on establishing a process and/or a system by which the Council's finances and book of accounts can be reviewed by the Department pursuant to the Plan.

F. The Council agrees to comply with all financial accountability requirements as specified by City Ordinance and in the Plan and as stated in the City's Certification Application. The AVNC further agrees to comply with all financial reporting requirements

as prescribed by the Department.

## **ARTICLE X ELECTION**

**Section 1: Administration of Election** – The Council's election 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. Each Stakeholder may not cast more than one (1) vote for any individual. No Stakeholder may vote by proxy. No absentee ballots shall be allowed.

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

**Section 4: Method of Verifying Stakeholder Status** – Voters will verify their Stakeholder status through written self-affirmation. Stakeholder status may also be established by means of declaring a stake (or interest) in the neighborhood and providing the facts to support that declaration.

**Section 5: Restrictions on Candidates Running for Multiple Seats** – A candidate shall declare their candidacy for no more than one (1) position on the Council Board during a single election cycle.

**Section 6: Other Election Related Language** – Not applicable.

## **ARTICLE XI GRIEVANCE PROCESS**

Any grievance by a Stakeholder must be submitted in writing to the Board. The Board shall then refer the matter within two (2) weeks of the grievance receipt to an ad hoc grievance panel comprised of five (5) Stakeholders who are randomly selected by the Council Secretary from a list of Stakeholders who have previously expressed an interest in serving from time-to-time on such a grievance panel. The Secretary will coordinate a time and a place for the panel to meet with the person(s) submitting a grievance and to discuss ways in which the dispute may be resolved. The panel should meet within four (4) weeks of the grievance receipt.

Thereafter, a panel member shall promptly prepare a written report to be forwarded by the Secretary to the Board outlining the panel's collective recommendations for resolving the grievance, no later than two (2) weeks after it has met with the person submitting the grievance. The Board may receive a copy of the panel's report and make recommendations prior to any meeting by the Board, but the matter shall not be discussed among the Board members until the matter is heard at the next regular meeting of the Board pursuant to the Ralph M. Brown Act. If the grievance remains

unaddressed or unresolved ninety (90) days after its initial receipt, the grievance dies without prejudice and/or must be re-filed.

This formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board at one of its meetings. Those grievances can be aired at Board meetings. This grievance process is intended to address matters involving procedural disputes, e.g. the Board's failure to comply with Board Rules or these Bylaws.

In the event that a grievance cannot be resolved through this grievance process, then the matter may be referred to the Department for consideration or dispute resolution in accordance with the Plan.

#### **ARTICLE XII PARLIMENTARY AUTHORITY**

All meetings, including but not limited to any and all general public meetings, committee meetings, subcommittees and/or ad hoc committees, shall be governed by any written rules adopted by the Board for conduct of meetings, or by Robert's Rules of Order, where no Board rule applies. The Board Rules that have been formally adopted and set forth in writing shall, unless contrary to State or federal law, take precedent where there is a conflict with Robert's Rules of Order.

#### **ARTICLE XII AMENDMENTS**

Amendments, changes, additions or deletions to these Bylaws may be proposed by the Board or any-Stakeholder during the public comment period of a regular meeting of the Board. A proposal to amend these bylaws, however, must then be formalized in writing and then lodged with the Secretary or person responsible for preparing the agenda for the next regular meeting. The proposed amendment shall be placed on the agenda for public discussion at a subsequent regular meeting of the Board of Governors.

A recommendation for amendment or adjustment of these Bylaws must be made by a two-thirds (2/3) vote of the entire number of the Board. Thereafter, and within fourteen (14) days after a vote recommending adjustment or amendment to the Bylaws, a Bylaws Amendment Application shall be submitted to the Department for approval all in accordance with the Plan.

#### **ARTICLE XIV COMPLIANCE**

The Council, its representatives, advisors, and all Stakeholders will endeavor to conduct Council business in a professional and respectful manner. The Council, its representatives, and all Stakeholders will refrain from violating Board Rules and shall abide by the Plan and all City, County, State, and/or Federal laws that apply, including applicable provisions of the City of Los Angeles Governmental Ethics Ordinance (Los Angeles Municipal Code 49.5.1. et. Seq.).

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

**Section 2: Training** – Intentionally left blank.

**Section 3: Self Assessment** – Intentionally left blank.

# ATTACHMENT A – Map of Atwater Village Neighborhood Council





## ATTACHMENT B – Governing Board Structure and Voting

### Atwater Village Neighborhood Council – 17 Board Seats

BOARD POSITION	# OF SEATS	ELECTED OR APPOINTED?	ELIGIBILITY TO RUN FOR THE SEAT	ELIGIBILITY TO VOTE FOR THE SEAT
North Atwater Resident Representatives Term: 2 Years	2	Elected	Stakeholder who resides in the North Atwater Area and who is 16 years or older.	Stakeholder who lives, works, owns property or declares a stake in the NC and affirms a factual basis for it who is 16 years or older.
Central Atwater Resident Representatives Term: 2 Years	2	Elected	Stakeholder who resides in the Central Atwater Area and who is 16 years or older	Stakeholder who lives, works, owns property or declares a stake in the NC and affirms a factual basis for it who is 16 years or older.
South Atwater Resident Representatives Term: 2 Years	2	Elected	Stakeholder who resides in the South Atwater Area and who is 16 years or older.	Stakeholder who lives, works, owns property or declares a stake in the NC and affirms a factual basis for it who is 16 years or older.
Business Representatives Term: 2 Years	2	Elected	Stakeholder who lives, works, owns property or declares a stake in the NC and affirms a factual basis for it who is 16 years or older.	Stakeholder who lives, works, owns property or declares a stake in the NC and affirms a factual basis for it who is 16 years or older.
Community Group/Non-profit Representatives Term: 2 Years	2	Elected	Stakeholder who lives, works, owns property or declares a stake in the NC and affirms a factual basis for it who is 16 years or older.	Stakeholder who lives, works, owns property or declares a stake in the NC and affirms a factual basis for it who is 16 years or older.
Church/Religion Representatives Term: 2 Years	2	Elected	Stakeholder who lives, works, owns property or declares a stake in the NC and affirms a factual basis for it who is 16 years or older.	Stakeholder who lives, works, owns property or declares a stake in the NC and affirms a factual basis for it who is 16 years or older.
School Representative Term: 2 Years	1	Elected	Stakeholder who lives, works, owns property or declares a stake in the NC and affirms a factual basis for it who is 16 years or older.	Stakeholder who lives, works, owns property or declares a stake in the NC and affirms a factual basis for it who is 16 years or older.

<b>BOARD SEAT POSITION</b>	<b># OF SEATS</b>	<b>ELECTED OR APPOINTED?</b>	<b>ELIGIBILITY TO RUN FOR THE SEAT</b>	<b>ELIGIBILITY TO VOTE FOR THE SEAT</b>
Parks & Recreation Representative Term: 2 Years	1	Elected	Stakeholder who lives, works, owns property or declares a stake in the NC and affirms a factual basis for it who is 16 years or older.	Stakeholder who lives, works, owns property or declares a stake in the NC and affirms a factual basis for it who is 16 years or older.
Special Interest Representative Term: 2 Years	3	Appointed	Stakeholder who lives, works, owns property or declares a stake in the NC and affirms a factual basis for it who is 16 years or older.	NC Board Member