

**MINUTES OF COMBINED BYLAW AND ADHOC-RULES COMMITTEE MEETING,  
MAY 13, 2013 AT 7 PM AT THE  
AMERICAN JEWISH UNIVERSITY**

**Present at meeting were Larry Leisten, Don Loze, and Gary Plotkin, members of both committees, Amber Meshack (Department of Empowerment) and Patricia Bell Hurst.**

- **Main topic discussed related to Article 6-Membership. Amber expressed the items to be considered included Size and composition of board, quorum, and the use of an annual survey of the Board.**
- **The recommendation by all present that specific names should be deleted from the Stakeholder Groups.**
- **The recommendation by all present that residential groups should have a minimum of 100 homes to qualify for membership on the Board.**
- **Distribution of seats allocated to the residential groups.**
- **Amber advice that we should consider a maximum number of board seats at 25.**
- **Define the role of a NC representative (or Board Member). [What duties & responsibilities are attendant to the position such as communication with constituents? Specifically, This defined role is critical for At-Large representatives who may or may not sufficient ties to constituent Stakeholders or Stakeholder Group that decide not to participate on the BABCNC. Specific duties should include periodic contact with one or more leaders in the community to solicit issues of interest as well as report back the workings of the Council.]**
- **Number of votes necessary to take specific action even if quorum met. Establish minimum # of Board Member votes for BABCNC to take action. This would raise the threshold in event Regular Meeting is poorly attended (i.e. only quorum present), and majority vote – of those present – may be viewed as insufficient for Council to take action.**
- **Attendance requirements in order to retain Board seat. Having an Alternate Representative attend a Meeting in lieu of a Representative does not constitute an “Absence” for purposes of Removal.**
- **Reinstatement of five year limit for officers subject to an election of a successor to replace officer and person willing to serve in that capacity.**
- **Code of Civility and basis for sanctions or removal to be included in bylaws.**

- **Define what constitutes censure such as: (i) violation of Bylaws; 7 (ii) violation of Code of Civility**
- **Set a date certain, as an annual or bi-annual basis, by which a Stakeholder Group receiving a letter soliciting renewed interest in participation on the Council, on which if no response or a negative response is received, an At-Large position will be established to represent such Stakeholder Group area (along with other possible areas).**
- **Vice President duties shall include the responsibility for making sure that issues of committees are adequately represented for inclusion on Regular Meeting agenda.**
- **Agenda Setting. Revise previously amended language to require President to consult with Vice President and one Committee Chair in preparation of published agenda for each Regular Meeting.**
- **The geographic integrity of our Residential Stakeholder Group, meaning NO overlapping boundaries.**
- **Board approval of communications to City be limited to written communications.**

**Respectively submitted  
May 14, 2013**

**Gary Plotkin**