

Founded in 1974

PACIFIC PALISADES COMMUNITY COUNCIL BY-LAWS

ARTICLE I

NAME:

NAME: The name of this organization shall be the PACIFIC PALISADES COMMUNITY COUNCIL.

ARTICLE II

PURPOSE AND POLICY

- Sec. 1. PURPOSES: The purpose of the PACIFIC PALISADES COMMUNITY COUNCIL shall be:
- A. To be a forum for the discussion of community issues.
 - B. To be an advocate for the Pacific Palisades to government and private agencies upon those issues where there is broad community agreement.
 - C. To assist other organizations in the Palisades which want help in accomplishing their objectives or projects, and which the Council desires to support.
- Sec. 2. POLICY: The policy of the PACIFIC PALISADES COMMUNITY COUNCIL shall be:
- A. To inform community residents of forthcoming projects.
 - B. Not to interfere with the internal affairs of any individual group or organization.
 - C. Not to restrict any individual or group or organization from pursuing whatever community project its members think desirable.
 - D. Not to restrict any individual group or organization from speaking out on any side of any issue on which it wants to be heard.
 - E. Not to represent any political parties.

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ARTICLE III

MEMBERSHIP

- Sec. 1. NON-VOTING MEMBERS. All organizations, businesses and residents of Pacific Palisades who have paid the current year's dues shall be non-voting members of the Pacific Palisades Community Council (Council).
- Sec. 2. BOARD OF GOVERNORS. The Council shall be governed by a Board of Governors (the Board). Through June 30, 1983 the Board shall be comprised of 3 Officers (Chairman, Vice-Chairman and Treasurer), 13 Representatives and 1 Member-at-Large. On and after July 1, 1983 the Board shall be comprised of 4 Officers (Chairman, Vice-Chairman, Treasurer and Secretary), 13 Representatives and 1 Member-at-Large. The Member-at-Large shall be appointed by the Chairman. The only voting members of the Council shall be the members of the Board.
- Sec. 3. ADVISORS. The Chairman, with the approval of a majority of the Board, a Quorum being present, shall appoint a Legal Advisor and other Advisors as necessary to assist the Board.

ARTICLE IV

ELECTION OF OFFICERS

- Sec. 1. NOMINATING COMMITTEE. The Chairman shall appoint a Nominating Committee of three members to nominate a Chairman, Vice-Chairman, Treasurer and Secretary.
- Sec. 2. NOMINATIONS. The Nominating Committee shall present its list of candidates at the first regular meeting of the Council in May of each year. Candidates for the office of Chairman must be past or present Board members. In addition to the candidates submitted by the Nominating Committee, any Board member may nominate candidates until such time as the Presiding Officer declares the nominations closed. Nominations shall not be closed until the meeting at which the election is held.
- Sec. 3. ELECTION. The Board shall elect Officers for the next succeeding fiscal year during the first regular meeting in June of each year.

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- A. The voting shall be by written secret ballot. A majority vote, a Quorum being present, shall be necessary for election.
- B. If there are more than two candidates for an office and no one candidate received a majority vote on the first ballot, a run-off election shall be held immediately between the two candidates receiving the highest number of votes.
- C. No Chairman, Vice-Chairman or Treasurer shall serve more than two consecutive one-year terms in that office.
- D. At any meeting when the Chairman is absent, the Presiding Officer for that meeting shall be the Vice-Chairman and in the absence of both the Chairman and Vice-Chairman, the Presiding Officer for that meeting shall be the Treasurer.
- E. In the event of a permanent vacancy in the office of Chairman, Vice-Chairman, Treasurer, or Secretary, the Presiding Officer shall nominate a replacement who shall be seated after approval of a majority of the Board.

ARTICLE V

SELECTION OF CATEGORIES AND THEIR REPRESENTATIVES

- Sec. 1. The Categories of Organizations and the respective numbers of their Representatives to the Board are set forth in Exhibit "A" hereof for the period ending June 30, 1983, and in Exhibit "B" hereof for the period on and after July 1, 1983. The Categories of Organizations and the designations of Organizations within one or more of those Categories may be changed effective as of the beginning of any fiscal year by a majority vote of the Board.
- Sec. 2. Selection of Representatives:
 - A. The Organizations in each Category may use any method they choose to select their Representatives.
 - B. Each Representative shall serve for a term of one year. No Representative shall serve for more than two consecutive one-year terms for any one Category of Organizations.

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- C. Each Representative shall be responsible to the Organizations he or she represents.
- D. Each Category shall select a first and a second Alternate to attend Council meetings when the Representative cannot attend. Each provision of these By-Laws which is applicable to a Representative shall also apply to the applicable Alternate in the absence of the Representative.
- E. Upon the request of the Board, a Category shall be required to send to the Board a written certification of the names, addresses and telephone numbers of its Representatives and their Alternates and a description of the method of their selection by the Category.
- F. Each Representative shall contact his or her Organization to coordinate and arrange the selection of such Organization's Representative(s) to serve in the next fiscal year.
- G. If a Category fails to select a Representative at the beginning of a fiscal year, the prior year's Representative for that Category may continue to serve on behalf of that Category with all voting and other rights as a Board Member but not beyond September 30th of that new fiscal year unless and until he, or she, is selected as a Representative of that or another Category in accordance with these By-Laws.

ARTICLE VI

MEETING

- Sec. 1. All Council meetings shall be open to the public and to the press.
- Sec. 2. The regular meetings of PACIFIC PALISADES COMMUNITY COUNCIL shall be on the second and fourth Thursdays of each month except when the Board has voted to cancel one or more of such meetings.
- Sec. 3. Minutes of each Council meeting shall be sent to all Members and to such others in the community as the Board may from time to time elect.
- Sec. 4. The first 10-15 minutes of each meeting shall be

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devoted to concerns and announcements offered by any member of the community.

ARTICLE VII

VOTING AND QUORUM

- Sec. 1. No formal meeting shall be held or business conducted or votes taken in the absence of a Quorum.
- Sec. 2. A Quorum shall consist of a simple majority of the Board.
- Sec. 3. VOTING. A two-thirds majority vote of the Board Members present shall be required to pass motions which deal with policy matters of the Council. A simple majority of the Board Members present shall be required to pass motions of an administrative nature (e.g., approval of minutes, Treasurer's reports and motions to adjourn).
- A. If $2/3$ vote is one-half or more, the fraction will go to the next highest whole number.
- B. If $2/3$ vote is less than one-half the fraction will revert to the next lowest number.
- C. Example:
17 members - $(11-1/3)$ -- 11 votes to carry
15 members - 10 votes to carry
14 members - $(9-1/3)$ -- 9 votes to carry
13 members - $(8-2/3)$ -- 9 votes to carry
12 members - 8 votes to carry.
- Sec. 4. ATTENDANCE. If a Board Member fails to attend three consecutive regular meetings of the Council then the Chairman or Presiding Officer may at his or her discretion temporarily suspend that Member and he or she shall not be considered as a Member for purposes of voting or meeting a Quorum until he or she next attends a Regular Meeting. After a motion (other than a motion to adjourn) has been made and seconded, any Board Member may, by so requesting of the meeting, require a postponement of the vote on said motion until the next Council meeting. However, no vote may be postponed more than once except by Board approval by a majority vote of those present.

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ARTICLE VIII

FISCAL YEAR

The fiscal year of the PACIFIC PALISADES COMMUNITY COUNCIL shall commence on the first day of July each year and end on June 30 the following year.

ARTICLE IX

COMMITTEES

The Chairman may from time to time appoint such committees as the Board in each instance shall approve, such as:

- A. Public Safety (Fire, Police, etc.)
- B. Planning and Zoning
- C. By-Laws

ARTICLE X

AMENDMENTS

The By-Laws of the PACIFIC PALISADES COMMUNITY COUNCIL may be amended by a two-thirds majority vote of the Board. No By-Law amendment shall be voted upon until it has been read at two consecutive council meetings.

ARTICLE XI

LEGAL ADVISOR

The Legal Advisor shall:

- A. Participate in the meeting and activities of the Council as an ex-officio member;
- B. Be an ex-officio member of all committees and sub-committees;
- C. Report directly to the Chairman and the term of Legal Advisor shall be identical with that of the Chairman.
- D. At the request of the Chairman, assist the Board

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in drafting resolutions, proposals or other documents of a legal nature; act as liaison between the Council and legislative, administrative or other bodies; and render opinions relating to legal questions of the Council.

ARTICLE XII

Any procedure not referred to herein shall be governed by Roberts Rules of Order Revised.

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EXHIBIT "A"

(EFFECTIVE THROUGH JUNE 30, 1983)
TO
PACIFIC PALISADES COMMUNITY COUNCIL BY-LAWS

PACIFIC PALISADES COMMUNITY COUNCIL BOARD OF GOVERNORS

	<u>Board Members</u>
<u>Officers and Member-at-Large</u>	
Chairman	1
Vice-Chairman	1
Treasurer	1
Member-at-Large	1
<u>Organizations Represented</u>	
Chamber of Commerce	1
Civic League	1
Cultural:	1
Art Association	
Arts in Action	
Brentwood-Palisades Chorale	
Brentwood-Palisades Youth Orchestra	
Friends of the Library	
Garden Club	
Historical Society	
Symphony Orchestra	
Theatre Palisades	
Education:	1
PTA, PTAS & Advisory Councils at:	
Adult Education	
Canyon Elementary	
Corpus Christi Home & School Association	
Marquez Elementary	
Palisades Elementary	
Palisades High	
Paul Revere Junior High	
Pre-School Education	
St. Matthews Parents Council	

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Environment:	1
No Oil, Incorporated	
Friends of Santa Monica Mountains	
Temescal Canyon Association	
Home Owners:	2
Bel-Air Bay Homeowners	
Castellamare Homeowners	
Castellamare Mesa Homeowners	
Huntington Palisades Property Owners	
Pacific Palisades Property Homeowners	
Pacific View Association	
Palisair Homeowners	
Paseo Miramar Homeowners	
Rivera Homeowners	
Santa Monica Canyon Civic Association	
Human Relations Council	1
Men's Service Clubs:	1
Masonic Club	
Men's Club	
Optimist	
Rotary	
Ministerial Association	1
Veteran Organizations:	1
American Legion	
American Legion Auxiliary	
Women's Service Clubs:	1
Hadassah	
Junior Women's Clubs	
Pacific Palisades Women's Club	
Youth Service (Adult and Youth)	1
Boy Scouts	
Calvary Church Youth Group	
Campfire Girls	
Coordinating Council	
Corpus Christi Youth Group	
Girl Scouts	
Jewish Congregation Youth Group	
Job's Daughters	
Methodist Youth Group	
Palisades High Student Body	

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Parents and Kids Together
Paul Revere Jr. High Student Body
Presbyterian Youth Group
Recreation Center Service Association
St. Matthews 89'ers
St. Matthews E.Y.C.
YMCA
YMCA High School Group
Youth Employment Service

Total Board Members

17

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EXHIBIT "B"

(EFFECTIVE ON AND AFTER JULY 1, 1983)
TO
PACIFIC PALISADES COMMUNITY COUNCIL BY-LAWS

PACIFIC PALISADES COMMUNITY COUNCIL BOARD OF GOVERNORS

Board
Members

Officers and Member-at-Large

Chairman	1
Vice-Chairman	1
Treasurer	1
Secretary	1
Member-at-Large	1
<i>Immediate Past Chairman</i>	1

Organizations

\ Chamber of Commerce 1

\ Civic League 1

Cultural: 1

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Art Association
Arts in Action
Brentwood-Palisades Chorale
Brentwood-Palisades Youth Orchestra
Friends of the Library
Garden Club
Historical Society
Symphony Orchestra
Theatre Palisades

Education:

PTA, PTAS & Advisory Councils at:

9 {
Adult Education
Canyon Elementary
Marquez Elementary
Corpus Christi Home & School Association
Palisades Elementary
Palisades High
Paul Revere Junior High
Pre-School Education
St. Matthews Parents Council

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Environment: 1

- 3
No Oil, Incorporated
Palisades Beautiful
Temescal Canyon Association

Home Owners: 1

- 10
Bel-Air Bay Homeowners 1
Castellamare Homeowners
Castellamare Mesa Homeowners
Huntington Palisades Property Owners
Pacific View Association
Palisair Homeowners
Paseo Miramar Homeowners *Marques H/O*
Riviera Homeowners
Santa Monica Canyon Civic Association

Men's Service Clubs: 1

- 4
Masonic Lodge
Men's Club
Optimist
Rotary

1 Pacific Palisades Residents Association 1

Recreation and Fitness 1

- 3
AYSO
Recreation Center Service Association
YMCA

1 Religion 1

Youth: 1

- 17
Boy Scouts
Calvary Church Youth Group
Campfire Girls
Coordinating Council
Corpus Christi Youth Group
Girl Scouts
Jewish Congregation Youth Group
Job's Daughters
Methodist Youth Group
Palisades High Student Body
Parents and Kids Together
Paul Revere Jr. High Student Body
Presbyterian Youth Group
St. Matthews 89'ers
St. Matthews E.Y.C.
YMCA High School Group
Youth Employment Service

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Veteran Organizations: 1
American Legion
2 American Legion Auxiliary

Women's Service Clubs: 1
Hadassah
3 Junior Women's Club
Pacific Palisades Women's Club

Total Board Members

18
+ 2
20

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