

BYLAWS OF THE

PACOIMA NEIGHBORHOOD COUNCIL

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## ARTICLE I NAME

The name of this Neighborhood Council shall be the Pacoima Neighborhood Council (“PNC”).

## ARTICLE II PURPOSE

A. The **MISSION** of the PNC, a culturally diverse community, is to improve quality of life by promoting participation in City governance, facilitating delivery of City services, and empowering Stakeholders by sharing information and education. Whereby, Pacoima will ultimately become a greater community.

B. The **PURPOSE** of the PNC shall be:

1. To offer a forum to engage all Pacoima Stakeholders to collaborate and deliberate on matters affecting the community.
2. To be an advocate for Pacoima to both government and private agencies on those issues where there is broad community consensus.
3. To develop and implement standards that protect the health, welfare and aesthetic quality of the community.
4. To collaborate with organizations in Pacoima, as well as other organizations the PNC desires to support in order to accomplish objectives or projects.

C. The **POLICY** of the PNC shall be:

1. To inform all Stakeholders of forthcoming projects.
2. To create a forum to enable individuals, groups and organizations to speak out on any side of any issue on which they want to be heard.
3. To remain non-partisan.
4. To not discriminate against any group or individual on the basis of race, religion, color, creed, national origin, ancestry, age, sex, sexual orientation, disability, marital status, homeowner/renter status, financial status or political affiliation.

## ARTICLE III BOUNDARIES

**Section 1: Boundary Description** – The boundaries of the PNC are as follows:

- |               |  |
|---------------|--|
| A. North:     | Foothill Boulevard to the boundary of the City of San Fernando   |
| B. Northeast: | Foothill Boulevard (west side of the street) between the City of San Fernando boundary and Branford Street |

- C. South: Hansen Dam, located in between Branford Street and Foothill Boulevard forging the southeast corner
- D. Southeast: Branford Street and the perimeter of Hansen Dam
- E. Southwest: The Golden State (5) Freeway between Arroyo Street and Branford Street
- F. Northwest: The boundary of the City of San Fernando and Pacoima Wash

**Section 2: Internal Boundaries – Not Applicable.**

**ARTICLE IV STAKEHOLDER**

PNC membership is open to anyone who qualifies as a Stakeholder in the recognized boundaries of the PNC. Stakeholders shall be defined as those who live, work or own real property in the neighborhood and also to those who declare a stake in the neighborhood as a community interest stakeholder, defined as a person who affirms a substantial and ongoing participation within the Neighborhood Council’s boundaries and who may be in a community organization such as, but not limited to, educational, non-profit and/or religious organizations.

**ARTICLE V GOVERNING BOARD**

The governing body of the PNC shall be the Board of Directors ("Board"). The Board is empowered to make decisions on behalf of the PNC. A youth Board member under the age of eighteen (18) shall be precluded from voting on matters regarding the expenditure of public funds, entering into PNC contracts, contractual matters or determinations that will advise any third-party in City government on a contract or contract terms.

**Section 1: Composition** – The Board shall consist of seventeen (17) voting members. Only those eligible for PNC membership shall be elected to hold a position on the Board, which shall be comprised of the following elected voting Stakeholder members:

- A. One (1) Youth (age sixteen (16) – twenty-one (21))
- B. One (1) Senior (age sixty-two (62) or older)
- C. Four (4) Renters
- D. Four (4) Home/Condo Owners
- E. Two (2) Retail Business Employers or Employees
- F. One (1) Community-based Organization Affiliate
- G. One (1) Faith-based Organization Affiliate
- H. One (1) School Representative
- I. One (1) At-Large Member
- J. One (1) At-Large Community Interest Member

The Board must, to the extent possible, reflect the diversity of the PNC Stakeholders. Accordingly, no single Stakeholder group shall comprise a majority of the PNC's governing body unless extenuating circumstances are warranted and approved by the Department of Neighborhood Empowerment ("Department")

**Section 2: Quorum** – No formal meeting shall be held, or business conducted, or votes taken, in the absence of a quorum. A quorum shall consist of nine (9) members of the Board. No floating quorums are allowed.

**Section 3: Official Actions** – A two-thirds (2/3) vote of Board members present shall be required to pass motions which deal with the Bylaws and Standing Rules of the PNC. A simple majority of the Board members present shall be required to pass motions regarding all other matters. Abstentions are not allowed.

**Section 4: Terms and Term Limits** – Elected members shall serve 2 years terms. There are no term limits.

**Section 5: Duties and Powers** – The duties and powers of the PNC Board shall include:

- A. Advising City or any other level of government on matters concerning the general health, safety and welfare of the neighborhood including, but not limited to, community development, land use, transportation, education, services, public safety and environmental conditions.
- B. Recruiting a diverse representation on the Board and committees to reflect the diverse interests of the area.
- C. Providing input on efficiency and effectiveness of government service delivery.
- D. Informing City government of the community's priorities and recommendations on City budgets.
- E. Hosting informational meetings and public forums, and if possible, sponsoring educational programs or studies and youth programs.
- F. Cooperating with other Neighborhood Councils on issues of general concern and interest.
- G. Participating in citywide conventions of Neighborhood Councils.
- H. Developing a system whereby pertinent information is transmitted via the City's Early Notification System (ENS) and making this information available in a timely manner to Stakeholders in the PNC.
- I. Fostering a sense of community.

- J. Opening all Council financial statements, books, and accounts for inspection and copying by any member of the PNC upon a written request to the Board. The Board shall establish fair and open procedures to permit inspection within a reasonable time.

Neither the PNC nor any member purporting to speak for it shall endorse any candidate for public office or any political party. Membership rosters of the PNC shall not be used for political, commercial, or any other activity not directly related to the PNC.

No member should pursue the person gain through their membership and/or PNC activities.

Any PNC Board Member or Officer elected to a City political office must resign his or her position on the PNC immediately, thereby creating a vacant seat.

**Section 6: Vacancies** –Vacancies will be open for nominations to all Stakeholders in that same category and elected by a majority vote of the remaining Board. The new Board member will complete the remaining term of the previous Board member. Interested Stakeholder(s) will complete application developed by the Board to be presented prior to a vote being taken by the Board.

In the case that any seat on the Board is not filled within 2 months of its vacancy, the seat will become an At-Large seat for the remainder of the term. The seat will then revert to its original position for the next election cycle.

**Section 7: Absences** – Board members are expected to attend all regular Board meetings. A Board member’s seat will be considered vacant after three (3) absences from Board meetings in a twelve (12) month period, which shall be deemed a failure to consistently attend. At the next meeting following a Board member’s third absence, the Board will declare that seat vacant. Any regular meeting of the Neighborhood Council Board of Directors, scheduled and noticed as per the Brown Act, shall constitute a meeting for the purpose of determining Board Member attendance.

**Section 8: Censure** – A Motion to Censure against a Board member can be made by a three-quarter (3/4) vote of the Board. The motion must: a) identify the Board member to be censured; and b) describe in detail the reasons for the Censure. The Censure Motion may, at the discretion of the Board, include a suspension of privileges related to the censurable offense.

The implementation of a Censure shall not occur without the consent and authorization of the City Attorney’s Office

**Section 9: Removal** – Any Board member may be removed from their position when such removal serves the best interests of the PNC and/or if the Board member

accumulates more than 2 censures in a fiscal year. No member shall be removed for arbitrary, capricious or discriminatory reason.

A two-thirds (2/3) vote of the Board members then in office is required for removal. Such action shall be effective immediately upon the Board vote to remove. Council Executive Officers must consult with the Department and City Attorney's Office for advice and guidance in such action before it is brought to a Board vote.

**Section 10: Resignation** – Any Board member or Officer may resign by submitting a letter of resignation to the Secretary. In such cases, the President shall send a certified letter to the person stating that he or she is no longer a member of the Board.

**Section 11: Community Outreach** – The PNC shall direct that a system of outreach be instituted to inform Stakeholders as to the existence and activities of the PNC, including, Board elections, to find future PNC leaders and to encourage all Stakeholders to seek leadership positions within the PNC.

## **ARTICLE VI OFFICERS**

**Section 1: Officers of the Board** – The Officers of the PNC Board are: President, Vice President, Secretary, and Treasurer. The Officers make up the Executive Committee of the Board.

**Section 2: Duties and Powers** – The following are the duties of Board Officers:

A. President:

1. The President shall be the presiding officer of the Board
2. The President shall establish and manage a process for setting the agenda for Board meetings with support from executive board committee.
3. The President shall acts as chief liaison with Los Angeles City and other government agencies for delivery of Community Impact Statements and other correspondence
4. The President shall appoint chairs of the Ad Hoc Committees, unless vetoed by the majority of the executive board.
5. The President shall ensure that arrangements are made for interpreter or disability needs from stakeholders, as requested.
6. The President shall serve as spokesperson for the Board; receive and present all communications promptly to the Board; co-sign checks with the Treasurer; lead delegations to citywide neighborhood council conventions; serve on Executive Committee. Further, the President may serve on the Board in another capacity after leaving office.

B. Vice President:

1. The Vice President shall assist Standing and or Ad Hoc committees and see that the committees are able to perform their appointed tasks, as requested by the President or any Board member.
2. The Vice President shall fulfill correspondence duties at the direction of the President including communication with city departments and stakeholders.
3. The Vice President shall provide semi-annual report to board and stakeholders on the progress of the current board in correlation to the annual strategic plan.
4. The Vice President shall assume the duties of the President when the President is unavailable.
5. The Vice President shall perform other duties as delegated by the President.
6. The Vice President shall serve with the President as spokesperson and representative of the PNC; assist the President in deciding which issues warrant a Special Meeting; serve on the Executive Committee. Further, the Vice President may serve on the Board after leaving office.

C. Secretary:

1. The Secretary shall fulfill any additional correspondence duties at the direction of the President.
2. The Secretary shall take minutes at the Agenda and Board meetings, maintain records for PNC and submit approved minutes to council's public posting no later than 1 month after approval.
3. The Secretary shall maintain a record of all correspondence between the board and all agencies for the duration of their term.
4. The Secretary is responsible to bring all required documents to every general board meeting, (sign in sheets, bylaws, etc. as determined by the President)
5. The Secretary shall act for the President in the absence of the President and Vice President.
6. The Secretary shall provide support during board meeting by taking roll call vote on agenda items and communicating with Treasure on board vote counts.
7. The Secretary shall maintain a current roster and contact list for all board members and submit to Department of Neighborhood Empowerment and public posting as changes occur. .
8. The Secretary shall keep updated inventory of PNC supplies and submit required inventory documents to approved City Department.



9. The Secretary shall act for the President in the absence of the President, and Vice President.

D. Treasurer:

1. The Treasurer shall Chair the Budget and Finance Committee
2. The Treasurer shall oversee the finances of the Neighborhood Council to assure total compliance with all Department of Neighborhood Empowerment (Department) and Los Angeles City requirements.
3. The Treasurer shall review all funding request documents for accuracy, prior to the submission to Department of Neighborhood Empowerment.
4. Shall receive and disburse PNC funds; give financial accounting at each regular meeting; prepare a monthly reconciliation report for each PNC account; co-sign checks with the President; Act for President in the absence of the President, Vice-President, First Secretary, and Second Secretary; serve on the Executive Committee. Further, the Treasurer may serve on the Board after leaving office, unless precluded.

**Section 3: Selection of Officers** – All Officers of the Board are elected every two (2) years by all current Board members immediately after the general election of Board members.

**Section 4: Officer Terms** – All Officers of the Board serve a term of two (2) years. There are no term limits.

## ARTICLE VII COMMITTEES AND THEIR DUTIES

**Section 1: Standing Committees** – Any Board member can chair a committee. Committee Chairs are nominated and confirmed by a majority vote of the Board. Each committee, with the exception of the Executive Committee, shall be comprised of no more than three (3) board members. The Executive Committee shall be comprised of no more than four (4) board members. Every Board member shall serve in at least one (1) committee. Each committee is comprised of selected board members and stakeholders. Only Board members can chair a committee. Meetings shall be subject to and conducted in accordance with the Brown Act. Minutes shall be taken at every meeting. The following are PNC Standing Committees:

A. **Budget and Finance Committee**

1. Chaired by Board Treasurer who completes, submits and distributes monthly financial reports to the Board of officers at regular meetings.
2. Committee oversees and administers all PNC financial matters, including the system of financial accountability as required by the Department of Neighborhood Empowerment and the City of Los Angeles.

3. Advices committee chairs and members when filing funding related documents and oversees the final documents for accuracy before they are submitted to Department of Neighborhood Empowerment.

**B. Education and Youth Development**

1. The Committee has the general responsibility for addressing the issues, concerns, programs and services related to the education of children, youth, and adults.
2. Develops strategy to increase school and youth participation in the city through collaboration on community and school related events

**C. Public Safety and Health**

1. The Committee has the general responsibility of identifying, monitoring, and addressing the issues concerning stakeholder's public safety and health.
2. Committee Chair and members have a responsibility of developing productive communication with police department, senior lead officers, and area neighborhood watch groups for the Pacoima area to promote public safety.
3. Committee Chair and members have a responsibility of developing productive communication with local organizations that promote the safety and wellbeing of the community stakeholders.

**D. Economic Development and Land Use**

1. The Committee has the general responsibility of advising the Board in the matters of development and land-use planning in the area.
2. Committee chair and members have a responsibility of developing productive communication with City Council Member in the matters of development and land-use planning in the area.

**E. Senior Advocacy Committee**

1. The Committee has the general responsibility of identifying, monitoring and addressing issues that impact the quality of life for the area's senior population

**F. Arts and Cultural Enrichment**

1. The Committee has the general responsibility to support and encourage the arts in Pacoima through collaboration with other community / organizational groups.

**G. Community Outreach and Communications**

1. The Outreach Committee has the general responsibility to promote the PNC and encourage community participation in the PNC through various

strategic methods including, but not limited to: distribution of advertisement of meeting and event flyers, outreach table at local events, and/or developing new methods of outreach.

2. The Committee chair and members have a responsibility to develop productive communication with webmaster in order to update website and other media outlets for PNC as community related events approach and provide online update of outcome.
3. The Committee chair and members have a responsibility to maintain and update contact list of community members and/or volunteers to increase stakeholder database.

#### H. **Executive Committee**

1. The Executive Committee shall be chaired by the President and comprised of the Officers of the Board.
2. The committee shall meet ahead of each general board meeting to set the agenda for PNC general board meetings.
3. The committee shall be responsible for scheduling and planning of board trainings and retreats as necessary with input from Board members.

**Section 2: Ad Hoc Committees** – The PNC may, through a Board motion and upon a majority vote, establish Ad Hoc Committee(s) to address specific issues. Topics to be addressed must be stated in the motion creating the committee.

**Section 3: Committee Creation and Authority** – The Board may designate committees consisting of one (1) or more Board member, but no more than three (3), as well as interested PNC Stakeholders. Such designations shall be made by resolution adopted by a majority vote of Board members, provided a quorum is present. All organizations, businesses, residents and Stakeholders of Pacoima shall be eligible for voting membership on all PNC committees. The Committees will meet to discuss programs, make recommendations, and prepare written reports to be submitted to the PNC Board for consideration. The Board may establish, disband or change as needed any Standing or Ad Hoc committee. Any such action shall be noted in the Council meeting minutes. Committee members may be removed in the same manner in which they were appointed. All committee recommendations shall be brought back to the full Board for discussion and action.

### **ARTICLE VIII MEETINGS**

All PNC meetings shall be open to the public, and, 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, the Neighborhood Council Agenda Posting Policy, and all other applicable laws and governmental policy.

**Section 1: Meeting Time and Place** – All meetings shall be held within the PNC boundaries at a location, date and time set by the Board. A calendar of regular meetings shall be established by the Board at its first regular meeting of each calendar year.

- A. **Regular Meetings** - The PNC may hold as many meetings as necessary, but must hold at least four (4) meetings each year (once per calendar quarter). There must be at least seventy-two (72) hours advance written notice to all active members of the PNC and the public for any regular meeting.
- B. **Special Meetings** – Special PNC meetings may be called by the Executive Committee or a majority of the Board. In the case of a special meeting, one (1) day or twenty-four (24) hour written notice shall suffice.

**Section 2: Agenda Setting** – The President shall set the agenda for each PNC meeting with input from the Executive Board Committee.

**Section 3: Notifications/Postings** – The PNC will follow all applicable regulations on meeting notification/agenda posting requirements.

**Section 4: Reconsideration** – The Board may reconsider or amend its actions through the following Motion for Reconsideration process:

- A. Approval of a Motion for Reconsideration must occur either: (a) during the same meeting where the Board initially acted; or (b) during the Board's next regularly scheduled meeting after the action subject to reconsideration occurred. These time frames shall not prevent the PNC from convening special meetings within the specified time frames to address a Motion for Reconsideration.
- B. Before reconsidering any matter, the Board must, by official action, approve a Motion for Reconsideration. After determining in the affirmative that an action should be reconsidered, the Board then has the authority to re-hear, continue, or take action on the item that is the subject of reconsideration within any limitations stated in the Motion for Reconsideration.
- C. A Motion for Reconsideration shall only be proposed by a Board member (the “Moving Board Member”) who voted on the prevailing side of the original Board action. The Moving Board Member may make the Motion for Reconsideration by either: (a) an oral motion made during the same meeting where the action that is the subject of reconsideration occurred, or (b) properly placing the Motion for Reconsideration on the agenda of a meeting occurring within the periods of time stated above.
- D. If a Motion for Reconsideration is made subsequent to the meeting where the action to be reconsidered occurred, the Moving Board Member must place the motion on the agenda of the subsequent meeting by submitting a memorandum to the Secretary at least two (2) days in advance of the deadline for posting notices for the meeting. The memorandum must briefly state the reason(s) for requesting reconsideration, and must provide the Secretary with language to

state the matter on the agenda, including: (a) a description of the Motion for Reconsideration and the item to be re-heard; and (b) a proposed action which may be adopted by the Board if the Motion for Reconsideration is approved.

- E. When a Motion for Reconsideration is brought before the Board, it may be seconded during public hearing by any Board member.
- F. This reconsideration process shall be conducted at all times in accordance with the Brown Act, including provisions that: (a) discussion on the issue must remain within permissible discussion parameters; (b) decisions on the matter must be made during public hearing; (c) if the Motion for Reconsideration is considered at a subsequent meeting from the meeting where the act that is the subject of reconsideration occurred, then the Motion for Reconsideration must be properly listed on that meeting's agenda

## **ARTICLE IX FINANCES**

A. The Board shall review its fiscal budget and make adjustments as needed to comply with City laws and City administrative rules, and to keep in compliance with Generally Accepted Accounting Principles and the City's mandate for the use of standardized budget and minimum finding allocation requirements.

B. The Board shall adhere to all rules and regulations promulgated by appropriate City officials regarding the Council's finances, where the term "appropriate City officials" means those officials and/or agencies of the City of Los Angeles who have authority over Neighborhood Councils.

C. All financial accounts and records shall be available for public inspection and posted on the Council website, if available.

D. Each month, the Treasurer shall provide to the Board detailed reports of the Council's accounts.

E. At least once each quarter, the President and at least one (1) other individual other than the Treasurer, who is designated by the Board, shall examine the Council's accounts and attest to their accuracy before submitting the documentation to the Department for further review.

F. The Council will not enter into any contracts or agreements except through the Department.

G. All City funds and assets shall be returned to the City in the case of dissolution or termination.

## ARTICLE X ELECTIONS

**Section 1: Administration of Election** – The PNC'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.

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

**Section 4: Method of Verifying Stakeholder Status** – Voters will verify their Stakeholder status through written self-affirmation.

**Section 5: Restrictions on Candidates Running for Multiple Seats** – 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** - Each PNC Stakeholder is entitled to one (1) vote for each open Board position in the PNC election.

## ARTICLE XI GRIEVANCE PROCESS

Any person or group adversely affected by the decisions or policy of the PNC may file a written grievance with the Board. The Board shall then refer the matter to an ad-hoc review panel, which shall have ten (10) working days to meet with the aggrieved party to discuss a resolution of the matter. The panel shall prepare a written report to the Board outlining recommendations for resolution. The Board shall then address the report at the next Regular or Special meeting. The Neighborhood Council grievance review process will be conducted pursuant to any and all City ordinances, policies and procedures pertaining to Neighborhood Council grievances.

- A. Appeals: In the event a grievance cannot be resolved through the aforementioned process, the matter may be referred to the Department for consideration or dispute resolution in accordance with the Plan.
- B. Appealable Matters: The formal grievance process is not intended for Stakeholders who simply disagree with a position or action taken by the Board. Such matters can be discussed at Board meetings. Rather, it is intended to address matters involving procedural disputes, e.g. Board failure to comply with these Bylaws or the PNC standing rules.

## **ARTICLE XII PARLIAMENTARY AUTHORITY**

The PNC shall use Robert's rules of order when conducting Council meetings. Additional rules and/or policies and procedures regarding the conduct of the Board and/or Council meetings may be developed and adopted by the Board.

## **ARTICLE XIII AMENDMENTS**

The bylaws may be amended, altered, or repealed by a two-thirds (2/3) vote of the Board at any meeting of the Board, provided that description of the proposed change(s) is included in the agenda of the required notice of the meeting. Any adjustments or amendments to the bylaws shall comply with the Plan. Moreover, the Department will review any adjustments or amendments to the bylaws. No bylaw amendment is final until approved by the Department.

## **ARTICLE XIV COMPLIANCE**

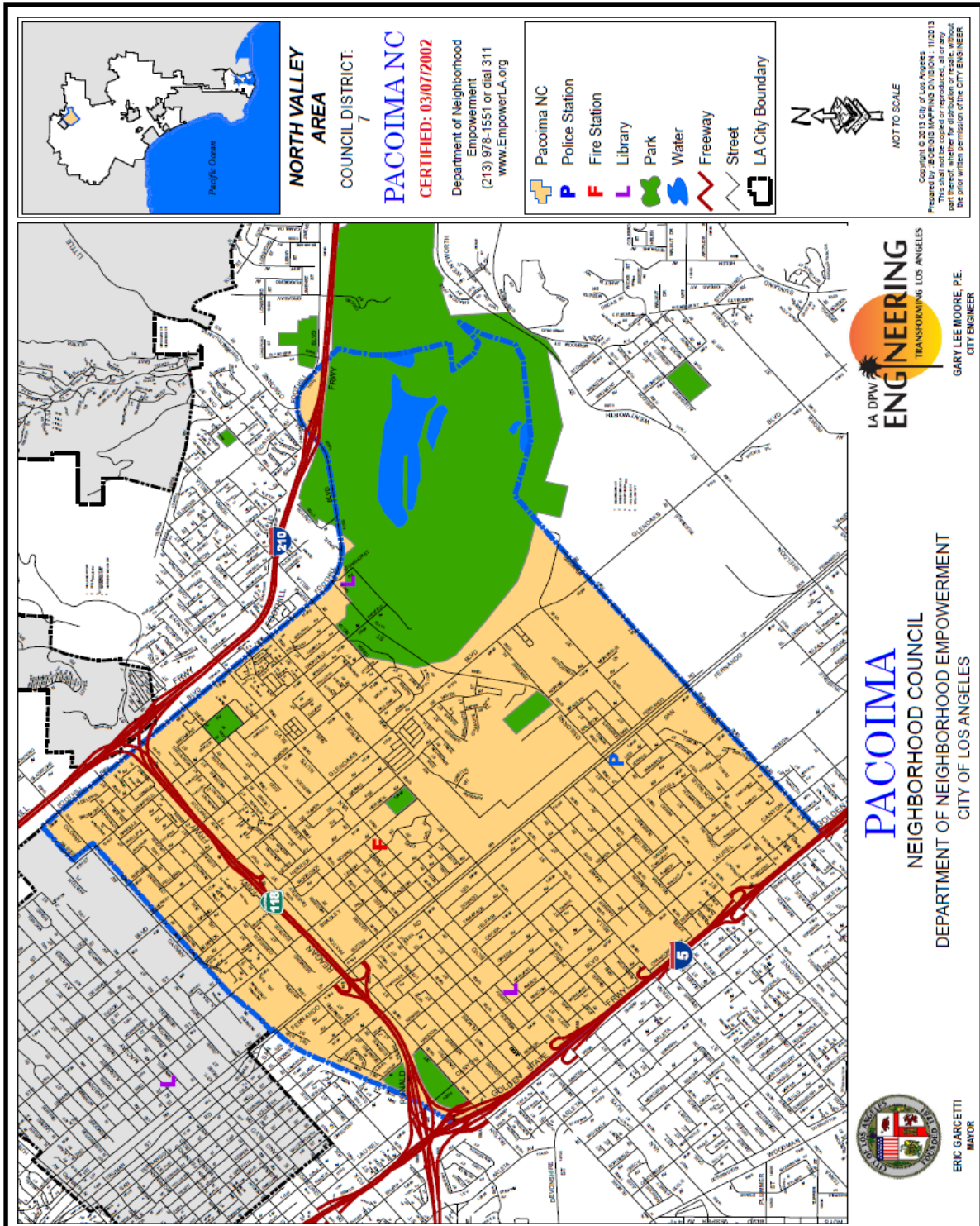
The PNC shall conduct itself in a manner that complies with these bylaws and the Rules and Procedures that are adopted by the PNC Board. The PNC shall abide by all applicable provisions of the City's governmental ethics ordinance and all applicable laws of the federal, state, and local government.

**Section 1: Code of Civility** – The PNC, its representatives, and all Community Stakeholders shall conduct all PNC business in a civil, professional and respectful manner. Board members will abide by the Commission's Neighborhood Council Board Member Code of Conduct Policy.

**Section 2: Training** – All Board members shall complete required Funding and Ethics trainings within 30 days of being elected to the Board. Failure to comply may result in the removal of the Board member. Additional trainings must be completed as assigned by the Executive Committee and/or the Department within the provided deadline. All board members must take ethics and funding training prior to making motions and voting on funding related matters.

**Section 3: Self-Assessment** – The PNC shall prepare an annual written report on its activities that is to be made available to the Mayor, City Council, the Department and the PNC members. The report shall cover the area from July 1 through June 30 due on the 1<sup>st</sup> week of July. An Annual Meeting will be held in June of each year to give an annual report on PNC accomplishments and set goals for the coming year.

# ATTACHMENT A – Map of Pacoima Neighborhood Council





## ATTACHMENT B – Governing Board Structure and Voting

### Pacoima Neighborhood Council – 17 Board Seats

BOARD POSITION	# OF SEATS	ELECTED OR APPOINTED?	ELIBILITY TO RUN FOR THE SEAT	ELIBILITY TO VOTE FOR THE SEAT
Youth Representatives Term: 2 years	1	Elected	Stakeholders who live, work, or own property in the neighborhood who are between 16 – 21 years of age.	Stakeholders who are at least 16 years of age, shall be entitled to one (1) vote for each open position on the Board.
Senior Representatives Term: 2 years	1	Elected	Stakeholders who live, work, or own property in the neighborhood who are 62 years or older.	Stakeholders who are at least 16 years of age, shall be entitled to one (1) vote for each open position on the Board.
Renter Representatives Term: 2 years	4	Elected	Stakeholders who rent within the PNC boundaries and who are 18 years or older.	Stakeholders who are at least 16 years of age, shall be entitled to one (1) vote for each open position on the Board.
Home/Condo Owner Representatives Term: 2 years	4	Elected	Stakeholders who own residential property within the PNC boundaries and who are 18 years or older.	Stakeholders who are at least 16 years of age, shall be entitled to one (1) vote for each open position on the Board.
Retail Business Representatives Term: 2 years	2	Elected	Stakeholders who are employees or owners of a retail business within the PNC boundaries and who are 18 years or older.	Stakeholders who are at least 16 years of age, shall be entitled to one (1) vote for each open position on the Board.
Community Based Organization Representative Term: 2 years	1	Elected	Stakeholder who lives, works, or owns property in the neighborhood and is a participating member of a CBO within the PNC boundaries and who is 18 years or older.	Stakeholders who are at least 16 years of age, shall be entitled to one (1) vote for each open position on the Board.

<b>BOARD POSITION</b>	<b># OF SEATS</b>	<b>ELECTED OR APPOINTED?</b>	<b>ELIBILITY TO RUN FOR THE SEAT</b>	<b>ELIBILITY TO VOTE FOR THE SEAT</b>
Faith Based Organization Representative Term: 2 years	1	Elected	Stakeholder who lives, works, or owns property in the neighborhood and is a participating member of a FBO (religious organization) within the PNC boundaries and who is 18 years or older.	Stakeholders are at least 16 years of age, shall be entitled to one (1) vote for each open position on the Board.
School Representative Term: 2 years	1	Elected	Stakeholder who lives, works, or owns property in the neighborhood and is a participating member of an educational institution within the PNC boundaries and who is 18 years or older.	Stakeholders who are at least 16 years of age, shall be entitled to one (1) vote for each open position on the Board.
At-Large Representatives Term: 2 years	1	Elected	Stakeholders who live, work or own property in the neighborhood and who are 18 years or older.	Stakeholders who are at least 16 years of age, shall be entitled to one (1) vote for each open position on the Board.
At-Large Community Interest Representatives Term: 2 years	1	Elected	Stakeholders who live, work or own property in the neighborhood or declare a stake in the neighborhood as a community interest stakeholder and who are 18 years or older.	Stakeholders who are at least 16 years of age, shall be entitled to one (1) vote for each open position on the Board.