

**Minutes**  
**ANC 6A Ad Hoc By Laws Review Committee**  
**Virtual Meeting via WebEx**  
**April 22, 2021**

Committee Members Present: Commissioner Laura Gentile (Chair), Marc Friend, Kris Garrity, Madeline Gitomer, Katie Griffith, Veronica Hollmon, Mark Samburg, and Commissioner Mike Soderman.

Committee Members Absent: Nick Alberti, Marie Claire Brown, David Holmes

Other Commissioners Present: Amber Gove

Others: Renee Dworakowski, ANC 6A Administrator

Meeting called to order at 7:03 pm.

The Committee reviewed and voted on language proposed in the operating documents: ANC 6A By Laws, Standard Operation Procedures (SOP) and Code of Conduct (CoC). Any language that received a “yea” vote from a majority of the members present at the meeting will remain in the document. Members also proposed friendly amendments to draft and new language. Members also agreed that the Committee would not duplicate any language from the DC Code or Robert’s Rules of Order

**Discussion & Votes on Proposed Edits to Bylaws Document**

Article I -Opening language proposal

Proposed amendments: Remove "on the organization of" to the first sentence and confirm the source of the language and data from the paragraph. Majority voted “yea.”

Article IV - Officers - Proposal for a parliamentarian

Proposed amendment: Proposed that either the Vice Chair or Secretary have responsibility of Parliamentarian for their elected term. Majority voted “yea.”

Article V - Section 5

Proposed amendment: Need to add language back in regarding nondiscrimination and access, and a description of how the Bylaws, SOP, and CoC work together. Majority voted “yea.”

Article V Section 6a - Providing sufficient time during public meetings

Note: "sufficient" allows flexibility but is vague. Request to add a sentence about the purpose of the Committees before introducing the Committees as well as the public comment language from DC Code. Commissioner Gentile will revise.

Article V Section 6b -proposed amendment - strike and incorporate in edits of previous section

Majority voted “yea”

Article V -Section 7

Proposed amendment - strike. Majority voted “yea.”

Article V - Section 8

Proposed amendments: add "to the extent possible".

For agenda items added less than 8 days but no less than 24 hours, they may be added but must be voted on to amend the agenda at the opening of an ANC 6A meeting. Majority voted “yea.”

Article V Section 9

Proposed amendment - Post full package within 24 hours of the meeting. Majority voted “yea.”

Article V Section 10

Proposed: Add specifics on how to define conflict of interest. Majority voted “yea.”

### **Discussion/Vote on Standards of Practice (SOP) document**

Section II - Meetings

Item A: Commissioner Gove stated that the Office of Advisory Neighborhood Commissions (OANC) has not indicated that they will allow for hybrid meetings (virtual and in-person attendance options) in the future. Add language about “when feasible and financially viable.”

Items 2 and 5 are redundant - only need one. ADA is required, not “when feasible.”

Commissioner Gentile will revise.

LAURA: what does this mean? (My edit to remove my first name and replace with Administrator.)

Administrator will provide language/context for when the Commission is required to provide second language.

Item E. Scheduling

Proposed - revise to include “participation for commissioners and members of the community.” No objections.

(LAURA: There is nothing in Section II - Meetings that addresses voting.)

A. Voting

Vote to cut this if it is in the law and if it is noted somewhere else in this document. Commissioner Gentile will confirm.

Item F. Community Views and Input

Sub-item 1. Proposal to revise language to be less prescriptive. It is general good practice to manage expectations for opening meetings. May move this language to Committee meetings, as in “the (person) should declare the extent possible, clarify and share amount of time per agenda item. Feedback collection (when and how) should be explained upfront.

Commissioner Gentile will revise.

Sub-item 2: Agendas

This language is in both the Bylaws and the SOP. Proposal to keep in Bylaws and cut from SOP. No objections.

(LAURA: Does this belong under Article V - Meetings, Section 10?)

F. Conflicts of Interest

This language is in both the Bylaws and the SOP. Proposal to keep in Bylaws and cut from SOP. No objections.

#### Section IV - Public Procedures

Item A - Need to add language about how it needs to be voted on at beginning of agenda per the By Laws edit earlier.

Item B - 30 days is unrealistic. Eight days was proposed for formal presentations. "Present" could refer to anything from announcements to presentations.

The Committee might need to define what agenda items ~~can be~~ should be included under Community Comments, ~~versus~~ Community Presentations, ~~versus~~ Announcements ~~versus~~ or Agenda Items.

**Next Steps:** ~~Considering the extensive changes that are being proposed to the initial documents,~~ The Committee will make the final draft documents available to the ANC 6A community for their awareness, review and comment before providing it to the ANC Commissioners for approval at an ANC 6A meeting.

Next Meeting: May 26, 2021 at 7:00 pm.

The meeting adjourned at 8:58 pm.