

# **Proposed Bylaws for the Los Angeles Equine Advisory Committee**

## **ARTICLE I: NAME**

The name of the organization is the  
Los Angeles Equine Advisory Committee (EAC)

## **ARTICLE II: PURPOSE AND MISSION**

SECTION 2.01 The purpose of the Committee is to work with City Departments to Address Equine Issues in the City of Los Angeles.

SECTION 2.02 The activities may include the following:

- (A) Collecting and organizing all City of Los Angeles planning documents pertaining to Equestrian issues.
- (B) Communicating with other government agencies; Federal, state and county, about their policies that might have an impact on Los Angeles Equestrian activities.
- (C) Collecting maps and guidelines on Equestrian Trail systems within the City of Los Angeles.
- (D) Producing a document, with finding, that defines measures that the committee believes is of importance to equine issues in the City of Los Angeles.
- (E) Have positions set that designated members of the Board can testify before hearing bodies on positions taken by the Board.

## **ARTICLE III: MEMBERSHIP**

SECTION 3.01 Members of the Board of the Equestrian Advisory Committee (Board) are chosen by the City Council member, one selection per district. The Mayor has one selection from the city at large.

SECTION 3.02 Los Angeles City Recreation and Parks shall Chair the operations of the Board in a permanent but non-voting role.

SECTION 3.03 Special advisors can be appointed by a majority vote of the Board. Their role will be solely advisory and will have no vote.

SECTION 3.04 A roll of members of the Board and the district they represent shall be included in the each Agenda.

## **ARTICLE IV: MEETINGS**

SECTION 4.01 Meetings will be noticed at least five (5) working days before the meeting is held. An Agenda will be posted at least 72 hours in advance of the meeting at locations designated by the Chair. There must be a meeting held at least once every two months.

SECTION 4.02 The Board will meet at a place and date designated by the President. These meetings will be open to the general public in a place accessible to all.

SECTION 4.03 The meetings will conform to all elements of the Brown Act. The conducting of the meeting will be governed by Robert's Rules of Order.

SECTION 4.04 Members of the general public will have time to speak to the Board with the length of their presentation limited by the President. The President must announce at the beginning of the Public Comment section on the agenda, the time limits groups and individuals have to make their presentations.

SECTION 4.05 Eight members present shall constitute a Quorum for the transaction of business.

SECTION 4.06 Special presentation can be agendized by the chairman or by a majority vote of the Board.

SECTION 4.07 Special Meetings may be called by a majority vote of the Board.

SECTION 4.08 Voting by proxy is prohibited and no single vote shall be split into fractional votes.

SECTION 4.09 Votes on important issues and findings by the Board must be ratified by two thirds (2/3) of the attending quorum.

## **ARTICLE V: OFFICERS**

SECTION 5.01 The officers of the Board shall be President, Vice President, and Recording Secretary.

SECTION 5.02 All officers will serve one year from date of election.

SECTION 5.03 Duties of the officers include:

- (A) President will preside at all Board Meetings. The President shall appoint Chairpersons of Standing Committees and other committees from time to time subject to ratification of the Board.
- (B) Vice President shall perform all duties and exercise all powers of the President when the President is absent or is otherwise unable to act.
- (C) The Recording Secretary shall record the minutes of the meetings of the members and shall be custodian of the Bylaws.
- (D) Chairman is appointed by Los Angeles Recreation and Parks and will oversee the proceedings of the Board.

SECTION 5.04 Nominations for officers of the Board will be made in March. All nominees must have given their consent to run. The election shall take place in April.

SECTION 5.05 The officers shall be elected to office by a majority vote of Board members present. Voting shall be by secret ballot unless there is but one candidate for each post, in which case a voice vote may be taken.

## **ARTICLE VI: COMMITTEES**

SECTION 6.01 The Board shall form the following Standing Committees:

- (A) Document Committee shall collect information and publish a report and findings on the decisions made by the Board.
- (B) Trails Committee shall collect maps and data on trails within the City of Los Angeles. The Committee shall interface with other Governmental entities on trail locations and standards of trail construction.
- (C) Planning and Land-use Committee shall collect information on zoning laws and other acts pertaining to equestrian use. This shall include, but not be limited to, Licensing, Manure and Tract Zoning Standards.