

**Key, Lori**

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**From:** Suzi Taylor <[REDACTED]>  
**Sent:** Monday, July 25, 2022 6:57 AM  
**To:** ClerkoftheBoard  
**Subject:** Public Comments - Item 62 July 26, 2022  
**Attachments:** Oak View Advisory Commission ByLaws 5-24-2022 ORIGINAL BYLAWS APPROVED BY BOS.PDF;  
Exhibit 2 - Amended Bylaws \_CONCERNS MARKED IN RED.pdf

**WARNING:** If you believe this message may be malicious use the Phish Alert Button to report it or forward the message to [Email.Security@ventura.org](mailto:Email.Security@ventura.org).

Clerk to the Board of Supervisors:

Please enter my comments below into the record of the July 26, 2022 BOS meeting.

I am writing to request proper consideration be given to Item 62, the amendments to the Bylaws of the Oak View Advisory Commission drafted by Supervisor LaVere.

I have attached the original Bylaws, previously approved by the BOS as well as the proposed Bylaws with the areas of concerns highlighted.

The proposed amendments seek to empower 2 alternative non-voting members as voting members at the Chair's discretion, which I believe is improper.

The alternative members are excluded from establishing a quorum, see section 3, however, the Chair is empowered by section 2 to designate an alternate member to act as a voting member in the absent member's place.

The authority to be a voting member of this Commission should come from the BOS, the amendments are misleading, the Membership is clearly defined as seven (7) **voting** members and two (2) **non-voting** alternates.

If Supervisor LaVere is concerned about participation, then perhaps he should rethink the structure of the Commission and propose a nine (9) person membership, who are empowered to vote by the BOS, not the Chair of the Commission.

Empowering the Commission Chair to place non-voting alternative members as voting members does not follow the County's practices for other Commissions and is essentially setting up this Commission for speculation of voting manipulation.

Additionally, if a quorum of the membership is present, what is the point of the alternative member's vote?

Please give proper consideration to the concerns I've mentioned above and do not rubber stamp this item, the amendments are improper and unnecessary.

Regards,  
Suzi Taylor

## BYLAWS

### OAK VIEW ADVISORY COMMISSION

PURPOSE	1.		<p>The Oak View Advisory Commission (“Commission”) is an advisory body which shall report to the Ventura County Supervisor, District 1, as needed, regarding matters of significant concern to Oak View residents and business owners relating to civic, cultural, educational, recreational, philanthropic, and social matters within the Oak View community. The Commission does not have authority to advise on land use matters or public works projects.</p> <p>As needed, the Commission may assist community organizations in raising funds for equipment and services.</p>
MEMBERSHIP	2.		<p>The Commission is composed of seven (7) voting members, each of whom must be a resident or business owner with a physical address in the 93022 ZIP code.</p> <p>The District 1 Supervisor shall nominate each member, subject to approval of the Board of Supervisors. Members shall serve on the Commission until (1) the member resigns, (2) the member is removed by the Board of Supervisors, or (3) the Supervisor who nominated the member leaves office, and the succeeding Supervisor nominates, and the Board of Supervisors approves, a replacement.</p> <p>In addition, the Commission shall include two non-voting ex-officio members to represent the County Parks Department and the office of the County Supervisor, District 1.</p> <p>In the event of a vacancy by resignation or dismissal, the Commission, by Commission action, will recommend a new member to the Supervisor, District 1, who will then decide whether to nominate that person for appointment, subject to approval by the Board of Supervisors.</p>
QUORUM	3.		<p>A quorum shall be a majority of the current Commission membership.</p>

REGULAR MEETINGS	4.		The Commission shall meet in regular session on the second Monday of January, March, May, July, September, and November. All meetings will comply with the Brown Act.
SPECIAL MEETINGS	5.		Special meetings may be called for any Commission business by (a) the Commission Chair, (b) a quorum of Commissioners, (c) the Operations Supervisor of the County Parks Department or designated appointee, or (d) the District 1 Supervisor.

ELECTIONS AND OFFICERS	6.	(a)	Elective officers of the Commission shall be:  1. Chair 2. Vice-Chair 3. Secretary
		(b)	The term of office for all officers shall be for one year.
		(c)	Election of said officers shall take place at the first regular meeting of the Commission in January of each year. Election shall be by majority vote of the members in attendance at this meeting, provided that there is a quorum.
		(d)	Office vacancies shall be filled by election.
DUTIES OF MEMBERS	7.		It shall be the duty of each member of the Commission to take an active part in the affairs of the Commission; specific duties of officers are as follows:
		(a)	Chair – shall preside at all meetings of the Commission; appoint <i>ad hoc</i> Committees; call special meetings of the Commission as deemed advisable; and assist the District 1 Supervisor in preparing agenda items.
		(b)	Vice-Chair – shall assume the duties of the Chair in his or her absence.
		(c)	Secretary – shall take minutes of Commission meetings and record all Commission action; assume Chair role in the absence of the Chair and Vice-Chair; initiate or introduce correspondence.

PARLIAMENTARY PROCEDURE	8.		The conduct of Commission meetings shall be guided by Robert's Rules of Order, Revised Form, with the final decision on parliamentary procedures resting with the Chair.
COMMISSION ACTION	9.	(a)	A majority vote of the members present shall be required to carry a motion, proposal, or resolution. The vote results shall be recorded on all official action by the Commission.
		(b)	Under no circumstances should any member take any action or make any statement committing the Commission as a whole unless given authority to do so by a vote of the Commission.
		(c)	All Commission action should be consistent with the mission and goals established by the Commission and the County Board of Supervisors.
COMMUNICATIONS	10.		All written communications from the Commission shall be sent out over the signature of the Chair, or designated appointee, or an officer of the Commission as may be directed by the Commission.
AMENDMENTS	11.		Members may recommend amendments to these Bylaws by a majority of the voting members present, provided notice of said amendment(s) has been given at the previous regular meeting.
MINUTES OF MEETING	12.		The Secretary of the Commission is charged with transcribing the minutes of regular and special meetings within a reasonable time following such meetings. Following Commission approval, the Secretary shall forward a copy of the minutes to: <ul style="list-style-type: none"> <li>1. Commission Members</li> <li>2. County Parks Department</li> <li>3. Supervisor, District 1</li> <li>4. Director, Ventura County General Services Agency</li> </ul>
ATTENDANCE	13.		The Commission's meeting minutes shall document Members present at each meeting.

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