



**COMMUNITY BOARD 11**  
**1741 COLDEN AVENUE**  
**BRONX, NY 10462**  
**(718) 892-6262**  
**www.nyc.gov/bxcb11**

*Borough President Ruben Diaz Jr.*  
*Chairman Albert D'Angelo*  
*District Manager Jeremy H. Warneke*

**COMMITTEES**

- Leadership*
- Community Development & Budget Priorities*
- Economic Development*
- Education, Culture & Youth Services*
- Ethics & Disciplinary*
- Health & Social Services*
- Housing*
- Land Use*
- Parks & Recreation*
- Public Safety*
- Sanitation & Environmental Protection*
- Transportation*

By-Laws Committee  
 February 9, 2021  
 Office Suite HD Meeting

**MINUTES**

PRESENT: David Leavitt (Chair), Joanne Russo-Rubino and Sandi Unger

STAFF: Jeremy Warneke

GUESTS: Albert D'Angelo (CB11 Chairperson), Debby Kawalick and Naomi Pemberton (CB11 Members), and Roxanne Delgado and Magdalena Montenez (CB11 residents)

The meeting was called to order at 6:31 p.m.

A motion was made by David Leavitt (seconded by Sandi Unger) to approve the minutes of the January 6, 2021 Bylaws Committee meeting.

**PASSED UNANIMOUSLY.**

The committee decided UNANIMOUSLY to recommend the following changes to the Board's Bylaws:

1. Update Article V Section 2 to allow and to encourage an opportunity for discussion between the board chairperson, the committee chairperson and committee member prior to removal of a member from a committee. When a member is removed from a committee the reason for the removal shall be made in writing to the board member.
2. Clarify the language in Article III Section 4 (a) and 4 (b) regarding the number of committee meeting and full board absences that may serve as cause for removal from the board. The number of committee meetings and full boards meetings that a board member may miss before being considered for removal from the board will not change but the two sections will be re-drafted for clarity and for brevity. Additionally, the contents of the revised section(s) will be disseminated to the full board so that they are aware of their attendance requirements.
3. Update Article III Section 4 (c) (2) so that an e-mail notification is now permitted when notifying a member subject to removal (immediately followed by a telephone call) requesting acknowledgement within FIVE BUSINESS DAYS . If acknowledgment by the member subject to removal is not received

*To request any special accommodations, please call us at (718) 892-6262 at least 72 hours prior to the meeting or event.*



by the Community Board office within five business days only then will notice by certified mail be required.

4. Add a reference in the bylaws to NYC Sexual Harrassment policy, add a web link in the bylaws to the policy then in effect (as the city may periodically update the policy) and add a reminder in the bylaws that all board members are bound by the NYC Sexual Harrasment policy.
5. Update Article VI Section 3 to require ULURP hearing notices to be posted on the Board's website.
6. Update Article VI Section 9 to require the recitation Pledge of the Allegiance at the beginning of virtual meetings of the full board.
7. Delete section VIII Section 4 – *Staff Resolution Committee* as these functions are exercised by the Ethics and Disciplinary Committee.
8. The following grammatical, stylistic and organization changes [these are NOT substantive changes]:
  - a. Delete any reference to the Second Vice Chair of the Board (as this position was recently abolished by a vote of the full Board).
  - b. Revise Article IV Section 5 to delete reference to specific dates (e.g. 2014 and 2015) as they relate to a specific election cycle upon the creation of the Sergeant at Arms position.
  - c. Revise Article V Section 2 to clarify that members of the *Leadership Committee* are not appointed by the Board Chairperson (the members of this committee include all the elected officers of CB11 and the chairs of each standing committee).
  - d. Move the description of the *Leadership Committee* from Article V Section 5 to the list of committee descriptions added as an appendix to the bylaw.

The committee discussed but decided to take NO ACTION on the following issues:

1. The quorum requirement for committee meetings is unchanged. Per New York law, attendance by more than one-half the membership of each committee is required to convene and to conduct business.
2. The Board Chairperson will review the recommendation to merge the *Sanitation and Environmental Committee* into either the *Public Safety Committee* or the *Health & Social Services Committee*.

CB11 resident Magdalena Montinez asked how to join the Community Board.

CB11 resident Roxanne Delgado spoke about the ULURP process as it relates to Blondell Commons and asked about the removal process of board members from the community board.

In accordance with Article IX of our bylaws the proposed bylaws changes above will be presented to the full board meeting in February 2021 and will be voted on at the full board meeting in March 2021.

The meeting adjourned at 7:45 p.m.

Minutes by David Leavitt, edited and formatted by staff.