



**North Fair Oaks Community Council**  
San Mateo County Coordinated  
Departmental Response



**Date:**  
**NFOCC Meeting Date:**  
**Special Notice / Hearing:**  
**Vote Required:**

Insert Date  
January 26, 2017  
None  
Majority

**To:** Members, North Fair Oaks Community Council

**From:** Mike Callagy, Assistant County Manager

**Subject:** Amendment of Bylaws regarding Meeting Schedule

**RECOMMENDATION:**

That the Council (1) approve the amendment of the North Fair Oaks Community Council bylaws to modify the regular meeting schedule; and (2) designate the time and place for regular Community Council meetings for 2017 as 7:00 pm on the fourth Thursday of the odd-numbered months at the Fair Oaks Community Center.

[Click here to enter text.](#)

**BACKGROUND:**

The bylaws of the North Fair Oaks Community Council specify that regular meetings of the Community Council shall be held on the fourth Thursday of each month at the North Fair Oaks Community Center.

**DISCUSSION:**

The proposed modification to the bylaws will provide the Council the flexibility to modify its meeting schedule.

The proposal is to delete Section 1 of Article VI (Meetings and Quorum) of the North Fair Oaks Community Council bylaws in its entirety, and replace it with the new Section 1 as indicated below:

Section 1. Regular meetings of the Community Council shall be held at the time and place specified by the Community Council and shall be duly noticed as to time and place. The time and place specified for regular meetings shall not be changed except by action of the Community Council at a regular meeting.

All other provisions of the bylaws shall remain unchanged. In the event the Council supports the proposed bylaw amendment, staff is also requesting that the Council take action to designate the regular meeting time and place for the upcoming year. In

accordance with the recent practice of the Council, staff is proposing a regular meeting time of 7:00 pm at the Fair Oaks Community Center. Staff further proposes that the Council designate the fourth Thursday of the odd-numbered months for its regular meetings during 2017.

An affirmative vote of a quorum of the Council is required to amend the bylaws and designate the meeting time and location.

**FISCAL IMPACT:**

None.