

BYLAWS OF THE DISTRICT OF COLUMBIA ADVISORY NEIGHBORHOOD COMMISSION 8A  
(As Amended on February 8, 2024)

**ARTICLE I- NAMES**

Section 1. The name of this organization shall be "District of Columbia Government Advisory Neighborhood Commission- 8A" or "ANC - 8A", as established by the Council of the District of Columbia, and is herein referred to as the "Commission." A description of the geographic boundaries of this Commission is attached hereto.

Section 2. The principal Office of the Commission shall be at 2100-D M.L. King, Jr., Ave., S.E., Washington, D.C. 20020. However, the Commission may occasionally designate a place within its boundaries to meet and conduct the business of the Commission.

**Section 3. Geographic Boundaries**

The boundaries of the Commission are those described in D.C. Official Code § 1-309.03.

Beginning at the intersection of the center line of the Anacostia River and Pennsylvania Avenue, S.E.; then southeast along a line extending from such intersection to the intersection of Anacostia Drive, S.E., and Nicholson Street, S.E.; then southeast along Nicholson Street, S.E., to its intersection with White Place, S.E., and Minnesota Avenue, S.E.; then northeast along the northeast-bound lanes of Minnesota Avenue, S.E.; then south along 25th Street, S.E.; then south along Naylor Road, S.E.; then northwest along Good Hope Road, S.E., to the northern corner of census block 75.02.1000; then south along the western boundary of census block 75.02.1000 to Bruce Place, S.E.; then southwest along Bruce Place, S.E.; then northwest along Fort Place, S.E.; then west along Erie Street, S.E.; then northwest along Morris Road, S.E.; then southwest along West Street, S.E.; then northwest along Howard Road, S.E.; then southwest along Bowen Road, S.E., to its next intersection with Howard Road, S.E.; then northwest along Howard Road, S.E.; then southwest along Martin Luther King Jr. Avenue, S.E.; then northwest along Suitland Parkway; then northwest along South Capitol Street to the eastern bank of the Anacostia River; then east along the eastern bank of the Anacostia River to 11th Street, S.E.; then northwest along 11th Street, S.E., to the center line of the Anacostia River; then northeast along the center line of the Anacostia River to the point of beginning.

**Article II-PURPOSE**

Section 1. The purposes of the Commission shall be in accordance with Public Law 93-198, D.C. Law 1-21 as amended, all other applicable Laws of the District of Columbia, and those principles outlined in these Bylaws.

Section 2. The Commission may elect membership in organizations and societies that further the interests of the Commission.

Section 3. The Commission shall not participate in partisan political activities.

**Article III- MEMBERSHIP**

Section 1. Membership on the Commission is established by Law.

Section 2. Commissioners shall serve without compensation, except that the Commission may pay appropriate expenses upon authorization.

Section 3 . Vacancies on the Commission are filled as provided by law and established in these Bylaws.

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Section 4. The provision of the District of Columbia's conflict of interest and disclosure statutes shall apply to the Commission and each Commissioner.

Section 5. Any Commissioner can be recalled at the third consecutive absence of a regularly constituted meeting at which a quorum was present.

#### **ARTICLE IV-OFFICERS**

Section 1. The Commission shall elect from among its members a Chairperson, Vice-Chairperson, Secretary, Treasurer, and other officers as necessary in January of each year. The Officers shall perform the duties prescribed by District of Columbia Law, these Bylaws, the Commission's Rules, and by the Parliamentary authority adopted herein.

Section 2. The Officers are elected to serve for one year or until their successors are elected.

Section 3. Each candidate for office shall be nominated from the floor and need not be seconded. The elections shall occur in the order of rank, with the vote to occur for one office before the floor is opened to take nominations for the next office.

Section 4. No Commissioner may hold more than one office at a time, except to temporarily fill a vacancy as provided in section 5 of this Article, and a Commissioner may serve as many terms as he or she is elected to.

Section 5. A vacancy among the officers is filled in the manner prescribed by the parliamentary authority adopted herein, except as follows:

- (a) A vacancy in the treasurer's office is filled automatically by the secretary, then vice-chairperson.
- (b) A vacancy not filled automatically may be filled temporarily by the Commission without previous notice.
- (c) All vacancies, including those filled automatically or temporarily, require an election at the earliest possible regular meeting. Notice of the meeting must include notice of the election.

#### **ARTICLE V- EMPLOYMENT**

Section 1. The Commission is an equal opportunity employer and shall not discriminate about race, sex, religion, or national origin. The Commission may contract for services and employ such personnel as the Commission deems necessary to help effectuate its purposes.

Section 2. All services contracted for or personnel employed by this Commission shall be approved by resolution. The goods/services contracted for and the duties and responsibilities of personnel employed under this Article shall be defined and described in the resolution approved by the Commission.

Section 3. An employee of the Commission shall be considered an employee of the District of Columbia government for titles XXI, XXII, and XXIII of the District of Columbia Government Comprehensive Merit Personnel Act of 1978.

#### **ARTICLE VI- FINANCE AND RECORDS**

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Section 1. The financial operations of the Commission shall be in accordance with applicable Laws, Rules, and Regulations of the District of Columbia. The Treasurer oversees Commission compliance with the financial provisions of such Laws, regulations, and Rules.

Section 2. The Commission's fiscal year is the same as that of the District of Columbia Government.

Section 3. The Commission shall adopt an annual budget after hearing any comments from residents of the Commission area within the first month after receiving official notice of the Commission's annual allotment.

Section 4. No expenditure of any amount may be made without authorization by the Commission. Each expenditure must be specially approved by the Commission, except that legitimate, permissible, and recurring expenditures, i.e., rent, telephone, employment, and professional services, may be approved either as a line item in the annual budget, by Rule or by a specific resolution. Individual expenses less than \$25.00 may be incurred without prior authorization, provided that records of such expenditures shall be transmitted to the Treasurer, and the Commission must vote approval before any reimbursement.

Section 5. Communications that do not reflect the adopted positions of the Commission must be identified as such. Copies of all Commission, Commissioner, Committee, and Subcommittee correspondence must be filed with the Commission.

Section 6. All financial reports, minutes, correspondence, these Bylaws, and the Commission's Rules are public documents and shall be available for public inspection and copying.

Section 7. The Commission shall provide reasonable public access to its office, supplies, equipment, etc.

Section 8. If record keeping is delegated, the appropriate officer nevertheless has ultimate responsibility.

## **ARTICLE VII- MEETINGS**

Section 1. The Commission may take no official action except at a duly constituted meeting open to the public.

Section 2. The Commission shall meet regularly at least once monthly at a time and place established by a rule or resolution adopted each January. Each regular meeting shall include a segment wherein residents of the Commission area may present their views or issues of concern.

Section 3. Special meetings of the Commission must be called by the Chairperson or by written request, delivered to the Secretary, of any three Commissioners. The agenda must be included on the notice of such meetings, and no other items may be acted upon.

Section 4. Notice of Commission meetings must comply with D.C. Law, these Bylaws, and the Commission's Rules.

Section 5. Voting by proxy shall not be permitted.

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Section 6. Any community meeting held in the ANC office must be approved by the commission chair or officers and documented in a ledger

Section 7. Notwithstanding any other provision of Law, during a period for which the Mayor has declared a public health emergency under  $\text{£ } 7-2304.01$ , the Commission may call a meeting and remotely participate in that meeting and vote on matters before the Commission through a teleconference or other digital means. Members who are physically or remotely present shall be counted for determining a quorum.

### **ARTICLE VIII- COMMITTEES**

Section 1. The establishment and operation of Committees shall be in accordance with D.C. Law and as provided by these Bylaws and the Commission's Rules.

Section 2. Standing committees are those prescribed in the Commission's Rules. All other committees are Special Committees and must be established by the Commission. Special Committees shall have a specified task and must be reestablished each January until deemed no longer necessary.

Section 3. The Chairmanship of each Committee is open to any resident of the Commission area and must be appointed each year by the Commission. The purpose, composition, size, manner of selection, and duties of all Committees, and the duration of Special Committees shall be determined by the Commission, except that each Committee must include at least one Commissioner. With the concurrence of the Commission, Committees may establish Subcommittees. Subcommittees may consist of nonmembers of the Commission. The time and schedule of Committee meetings shall be established by the Committees themselves.

Section 4. The Commissioners are ex officio members of all Committees.

Section 5. Nothing in this Article should be construed to preclude individual Commissioners and residents from forming ad hoc groups to address and report upon any matter before the Commission.

### **ARTICLE IX- PARLIAMENTARY AUTHORITY**

The Rules contained in the current edition of Orderly Newly Revised govern the Commission in all cases to which they are applicable, and in which they are not inconsistent with D.C. Law, these Bylaws, and Special Rules of Order the Commission may adopt.

### **ARTICLE X- RULES**

The Commission shall adopt Rules to deal in more detail with parliamentary and administrative procedures in accordance with these Bylaws. Rules are to be adopted or revised only by:

- (a) a majority vote of the Commission when the proposed Rule has been submitted in writing at the previous regular meeting or
- (b) two-thirds vote of the Commission when the proposed Rule has been submitted in writing by seven days before the meeting.

### **ARTICLE XI. AMENDMENT OF BYLAWS**

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Section 1. These Bylaws can be amended at any regular meeting of the Commission by a two-thirds (2/3) vote of the Commission, provided that the amendment has been submitted in writing at the previous regular meeting.

Section 2. A current copy of these Bylaws shall be delivered to the appropriate Committee of the Council of the District of Columbia within seven (7) days of the initial adoption of any amendments.

Section 3. These Bylaws and accompanying rules apply to each newly elected Commission and are deemed to be renewed without further action unless and until amended under this Article.

**ARTICLE XII. RULES**

Section 1. All commissioners not returning for another term must turn in the office keys of ANC 8A and all equipment, cell phones, and computers by December 31 of the election year.

Section 2. The Commission will contract a cleaner to clean the office.