

State of California
Southeast Los Angeles Cultural Center Advisory Panel

Bagley-Keene Open Meeting Act
Government Code § 11120 et seq.

By
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1. Purpose of the Bagley-Keene Open Meeting Act (“Act”): Conduct of the people’s business shall be conducted openly so that the public may remain informed and participate. As such, the Southeast Los Angeles Cultural Center Advisory Panel (“SELA Panel”) may only take action on items properly noticed pursuant to the Act.
2. Act applies to “state bodies”:
 - SELA Panel
 - Sub-committees of the SELA Panel that have three or more members (not limited to SELA Panel members)
3. Meeting:
 - Any congregation of a majority of the members of the SELA Panel
 - Any congregation of a majority of a sub-committee of the SELA Panel that has three or more members
4. Not a meeting:
 - Individual contacts with a SELA Panel member and any other person that is not a member of the SELA Panel (staff, public)
 - Attendance of SELA Panel members at a conference, retreat, meeting of another body, social event, etc. provided a majority of the SELA Panel members do not discuss subject matter jurisdiction of the SELA Panel
5. Be aware of “serial meetings” via phone calls, e-mails; “deliberation”; “collective concurrence”.
6. Notice: Meetings shall be noticed 10 calendar days prior to meeting. Each agenda item shall be specifically described in such notice. The SELA Panel may only take action on items appearing on the agenda.
 - Exceptions to notice requirement:

- Emergency situation: (a) work stoppage or other activity that severely impairs public health and/or safety or (b) crippling disaster that severely impairs public health and/or safety
 - Requires majority vote of the SELA Panel members voting that an emergency situation exists
- Existence of a need to take immediate action and the need for that action came to the attention of the SELA Panel after posting the agenda
 - Requires 2/3 vote of the SELA Panel members (if less than 2/3 of the SELA Panel members are present, unanimous vote of SELA Panel members present) that such a situation exists.
- Consideration of pending litigation

7. Voting: All action taken by the SELA Panel shall be by a roll call vote.

8. Violations of the Act:

- Void action
- SELA Panel members guilty of a misdemeanor if intent to deprive public of information