

Sunland-Tujunga Neighborhood Council
SPECIAL BUDGET & FINALE COMMITTEE MINUTES

Meeting date: December 5, 2018 – MINUTES Meeting Location: NVCH = 7747 Foothill Blvd, Tujunga, CA 91042

1. **Meeting called to order** 6:25pm by Sandy Capps, Treasurer & Chair
 - a. Committee members in Attendance: Sandy Capp, Bill Skiles; Pati Potter; Cindy Cleghorn
 - b. Quorum met.
 - c. Pati Potter assigned as minute taker
2. **General Announcements:**
 - a. Sandy: STNC will have tables at: Hanukkah in the Foothills 12/10th; Making it Happen wrap party also 12/10th and then the Making it Happen Holiday party on 12/15th for 109 local children at New Hope Church
3. **Public Comment on Non-Agenda Items:**
 - a. Cindy: suggested that we publicize there is a vacant seat on this B&F committee
4. **Approve minutes from 11/7/18**
 - a. Bill motioned to accept; 2nd by Pati
 - b. 3 Approved; 1 abstention by Cindy
 - Motion carried
5. **Discussion/Action: STNC Monthly Profile/Funding Financial Report FY 18/19**
 - a. Bill presented spreadsheets, still in the works, compiled from past STNC minutes, Sandy and Pati will submit info missing. Keeping this info updated will help to keep track.
 - b. Budget Category and Sub-Category imposed on by the City needs to be worked on to be more specific between Office and Outreach expenditures to match the STNC budget and the MER .
 - i. Sandy will work with our Funding person.
 - c. The “reimbursement” needs to work on so it is applied to the correct category and no misunderstanding why a person is being reimbursed.
 - i. Brought up that when the public looks at the MER they cannot see all details so if they just see “reimbursed” it can be misinterpreted. Need better clarification on the MERs.
 - d. For now, Sandy will advise Bill of expense paid so he can keep the log/report updated.
 - e. Suggestions made to the layout of the STNC Financial report with a little more details.
6. **Discussion/Action: To Amend budget CIP for FY 18/19:**
 - a. Adjust/Modify the Budget by moving \$8,000 around in the Outreach and Community Improvement Projects section:
 - i. From VANC /NC Congress move \$500 into CIP out of Outreach
 - ii. From 4th of July Fireworks move \$7,000 into CIP out of Outreach (fund the 2019 Fireworks can wait and be funded from the FY 19/20 budget)
 - iii. From Public Safety National Night Out move \$500 into Beautification Committee Projects (remains in the CIP)
 - b. Motioned by Pati; 2nd by Bill
 - All in favor – the motioned carried
7. **Discussion/Action: FY 17/18 item board vote approval CIP – STARC Committee and Scott Froschauer \$5,000 art project “Word on the Street” status. NPG (Originally voted on in the April meeting.)**
 - a. This was voted on in April 2018 (FY 17/18) and was planned to roll it over to FY 18/19 because of the unknown time that the permits would take, it was to either be rolled over or planned funding from next FY..
 - b. City did not allow it to be rolled over.
 - c. Scott did his part and says he now has all the required permits based on our pledge of the \$5,000.
 - d. The STNC need to honor their commitment.
 - e. Sandy will work with the City and Scott so this can be re-presented to the board for re-voting as either a CIP or NPG.
 - f. Scott has presented an invoice to Sandy.
 - g. Sandy mentioned she is missing all of April’s BAC, the month of which Shooshig left.

Next meeting Jan 2, 2019

Meeting adjourn 7:12pm

Approved at the January 6, 2019 meeting