



Sunland-Tujunga Neighborhood Council

BUDGET & FINANCE COMMITTEE

7747 Foothill Blvd. Room 101, CA 91042 • 818-951-7411/ www.STNC.org

SPECIAL BUDGET & FINANCE COMMITTEE AGENDA

DATE: Monday, May 7, 2018
LOCATION: North Valley City Hall, 7747 Foothill Bl., Tujunga
TIME: 6:00 p.m.

1. CALL TO ORDER / INTRODUCTIONS / ASSIGN NOTE TAKER – Cindy Cleghorn
2. DISCUSSION/ACTION: Approve Special Meeting Minutes for May 2, 3, 4, 2018
3. DISCUSSION/ACTION: Approve Draft STNC Strategic Plan, Outreach Plan for board approval on 5/9
4. PUBLIC COMMENTS non agenda items
5. COMMITTEE response to public comments
6. DISCUSSION/ACTION: Board Approval Certification (BAC) forms are missing or vote counts are not on the BAC form nor signed, scanned and ready.
7. DISCUSSION/ACTION: Regarding funding items for FY17-18: A motion that STNC co-sponsor July 4, 2018 Fireworks event; review event request forms, requested by the Sunland-Tujunga Chamber of Commerce for up to \$10,000 paying Pyro Spectaculars directly from invoice.
 - i) Presentation by Sunland-Tujunga Chamber representative
 - ii) Public comment and discussion
 - iii) Committee discussion and possible motion and vote
8. DISCUSSION/ACTION: A motion to increase the set aside for the STNC 2019 board elections from \$6,000 to up to \$15,000 and recommend STNC Elections Committee be formed.
9. DISCUSSION/ACTION: A motion to move set aside from FY 17-18 previously approved up to \$5,000 for a Community Improvement Project “Friendly Signs – Word on the Street” to be placed in our parks to FY18-19. Project will require permits and take several months.
10. DISCUSSION/ACTION: Regarding STNC Clean Streets Challenge for \$1,000 and \$750 and to recommend payment to vendor or as board member reimbursement; funds are set aside in a separate special account. Total \$1,750.
11. Discussion/Action: to process payment and/or set aside of previously board approved items in the amount of \$19,067.00 from currently available funds for F.Y. 17-18:

Refreshments for May & June meetings	270.00
Insight (copier rental)	375.00

Konica (copy meter count)	965.00
Ring Central (telephone)	200.00
The Webcorner (website)	612.00
CTC Constant Contact (email blast)	140.00
Bridgegap (minute taking)	450.00
NPG: Little Landers Historical Society	3,500.00
NPG: Making it Happen (Patty Colvin)	2,500.00
NPG: Giving Music	1,005.00
Citizens for LA Wildlife owl boxes	800.00
Sunland Printing: Magnets AND Shopping Totes (Grocery bags) w/STNC + City logo	1,000.00
NC Congress	750.00
NC Budget Advocates	250.00
NC Elections April 2019	6,000.00
FABA License Plate Screws for LAPD	250.00

12. Discussion/Action: Boardmember reimbursement for WEST event refreshments up to \$200.

- i. Payment to Linda Adran \$62
- ii. Receipts

13. DISCUSSION/ACTION: How do we handle previously approved NPGs not processed correctly ?

14. DISCUSSION/ACTION: Motion to refer for approval to the STNC Board any remaining uncommitted funds in the F.Y. 17/18 budget

DISCUSSION/APPROVE: Review/finalize Budget & Finance Committee FY17-18 summary spreadsheet.

15. DISCUSSION/APPROVE: Updates to the STNC Budget FY17-18 and start FY18-19.

16. Future agenda items for Budget & Finance Committee

17. ANNOUNCE STNC Board Meeting May 9 at 6:30 p.m. at North Valley City Hall and next Budget & Finance Committee meeting will be Monday, May 14 at 7 p.m., to be confirmed with committee members.

18. Announcements from the Committee on subject matters within STNC's jurisdiction. ADJOURN by 6:55 p.m.

Submit all future funding requests to stnc.treasurer@gmail.com and copy secretary@stnc.org

Link to funding requests, minutes, agendas and summaries in folders in Google Drive link: https://drive.google.com/open?id=1N5jP6gLYjA_YEMq_Q13mllbWzO18cDC

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested to fill out a “Speaker Card” to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard

only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

PUBLIC POSTING OF AGENDAS - STNC agendas are posted for public review as follows:

- At Sunland Tujunga Neighborhood Council Office, 7747 Foothill Blvd., Tujunga
- At www.stnc.org
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/your-government/government-information/subscribe-other-meetings-agendas-and-documents/neighborhood>

THE AMERICAN WITH DISABILITIES ACT - As a covered entity under Title II of the Americans with disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting Board Secretary, at (818) 951-7411 or email via secretary@stnc.org.

PUBLIC ACCESS OF RECORDS – In compliance with Government Code section 54957.5, nonexempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: STNC.org or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Board Secretary, at (818) 951-7411 or email via secretary@stnc.org

RECONSIDERATION AND GRIEVANCE PROCESS – For information on the STNC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the STNC Bylaws. The Bylaws are available on the STNC.org website or at <https://empowerla.org/stnc/>

SERVICIOS DE TRADUCCION – Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte, Presidente de la Board Secretary, at (818) 951-7411 or email via secretary@stnc.org para avisar al Concejo Vecinal."

Թարգմանական ծառայություններ: Ժողովում հայերեն թարգմանությունների համար, գանգարեք գարտուղարուհուն՝ ճանել հյուսըն 818-951-7411 ժողովից առնվազն 72 ժամ առաջ:

Agenda Posted **5-6-18**; Remove after **5-7-18**