



Sunland-Tujunga Neighborhood Council

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

BUDGET & FINANCE COMMITTEE

Committee members: Cindy Cleghorn, Treasurer, Pati Potter, Sandy Capps, Bill Skiles, Nina Royal,
Alternates: Janelle Hussion and Richard Ramirez

SPECIAL BUDGET & FINANCE COMMITTEE

DATE: Monday, June 11, 2018
LOCATION: North Valley City Hall, 7747 Foothill Bl., Tujunga
TIME: 5:30 p.m.

1. CALL TO ORDER / INTRODUCTIONS / ASSIGN NOTE TAKER

Comments from the Chair of the Budget & Finance Committee regarding Treasurer position

2. DISCUSSION/ACTION: Approve outstanding Minutes

3. PUBLIC COMMENTS non agenda items

4. DISCUSSION/ACTION: Review and approve May Monthly Expenditure Report (MER)

DISCUSSION/ACTION: Funding requests

- a. Review outreach committee recommendation for up to \$800 for board t-shirts in time for the July 4, 2018 parade FY 17-18
 - b. Review up to \$200 for signs and decorations for the July 4, 2018 parade FY 17-18
 - c. Review \$500 request for new STNC EZ Up from FY17-18 budget for the 4th of July because all other EZ Ups are damaged or have missing / broken parts FY 17-18
 - d. Review possible request for up to \$1,500 for outreach items to use for Sunland Park events FY 17-18 or 18-19
 - e. Review possible request for up to \$8,000 remainder funds for recommendation to NC Congress or 2019 Elections FY 17-18
 - f. Review Bridgegap invoice in the amount of \$180.18 for May 2018 board meeting minutes FY 17-18
 - g. Request from the City Clerk to increase funding limit to \$5,000 per day on credit card to be able to cover final week expenditures if necessary.
5. DISCUSSION/ACTION:
- a. Review status of Sunland Printing invoice already paid but items not yet received - Safe Streets ad-hoc committee working to resolve and place orders
 - b. Review status of previously approved items to be paid by credit card by June 20 deadline (actually 6/17) for FY 17-18.
 - c. STNC inventory review for July board meeting approval including stakeholder oversight
 - d. Budget & Finance committee participation in new website update ad-hoc committee
 - e. Review New FY Budget, Strategic & Outreach draft for July board meeting approval and collection of feedback from STNC committees
 - f. Review Funding Request Form / Procedures
 - g. Review recent contact with the City Clerk
 - h. Review flags on STNC Funding Portal for missing receipts and BACs.
6. Announcements from the Committee on subject matters within STNC's jurisdiction:
- Tentative date for next meeting is June 27.

ADJOURN by 7:00 p.m.

If you have any funding requests submit 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=1N5jP6gLXyjA_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 **6-9-18**; Remove after **6-11-18**