

SPECIAL JOINT BOARD AND BUDGET & FINANCE COMMITTEE MINUTES

Meeting Date March 25, 2021 ♦ via Zoom

1. Call To Order: 6:00pm by Sandy Capps, Chair
 - a. Committee in attendance: Sandy Capps, Cindy Cleghorn, Claudia Akin, Bill Sikes, Nancy Shannon and Pati Potter (6:30pm)
 - b. Other STNC in attendance: Lilliana Sanchez, Lydia Grant, Nina Royal, Arsen Karanians
 - c. Others in attendance: Wendy Otto, Georgia Brown, Natalie Bbayan, Tammy reese, Los Felezi Chargte School, Ed Babakhanian, and Sylvia
2. General Announcements:
 - a. Cindy stated there will be a Candidate Forum on 4/6/21
 - b. Cindy and Sandy thanked everyone for their participation in the Budget and Finance Committee
3. Public Comment:
 - a. Ed Babakhanian introduced himself as a candidate running for the position of Treasurer
4. Discussion/**Action**: Approve the February Budget and Finance Committee meeting minutes. Claudia motioned Cindy 2nd. Roll call vote: All approved, no "Nays", No Abstentions.
5. Discussion/**Action**: Approve February 2021 Monthly Expenditure Report and Balances (MER). Claudia motioned, Nancy 2nd. Current Balance is \$22,743.55. We have spent \$22,851.81 to date. The balance does not include future reoccurring bills and encumbrances. Cindy asked if Sandy has received any news regarding the Roll Over, Sandy stated "No" that the City Clerk will let her know what the amount will be. This amount should show up in August. Roll call vote: All approved, no "Nays", No Abstentions.
6. Discussion/**Update**: STNC Approved funding/status of pending payments and payment deadlines for 2020/2021 term. (May 20: Final even requests; June 1: Check payments; June 20: Credit Card payments. Sandy stated that come May, the new board will be seated and she will no longer be the one making payments.
7. Discussion/**Update**: Budget and Finance Committee Member Pati Potter Excel Spreadsheet Budget Update. Pati was not present and Sandy went over the spreadsheet.
8. Discussion/**Action**: Elections Budget additional printing expense for up to \$225.85 for the 8-1/2 X 11 size community mailers from vendor Sunland Printing to promote Vote By Mail. Nancy motioned, Cindy 2nd. The original quote we received were for the 6-1/2 X 9 size. It was agreed that the larger size would command better attention. Roll call vote: All approved, no "Nays", No Abstentions
9. Discussion/**Action**: Move \$1,068.00 from NPG Category to amend Election budget allocation of \$8,500.00 to new board voted on Election expenses to reflect \$9,567.55 for total election budget. Claudia motioned, Nancy 2nd. Added costs include interpreters and mailers. Ed asked what was spent on the last election and Sandy stated it was over \$13,000.00. Roll call vote: All approved, no "Nays", No Abstentions
10. Discussion/**Action**: NPG request for \$3,000.00 to Valley Interfaith Inter Community Council (VIC) to fund one week of home delivered meals to older adults 60+ in the Sunland Tujunga area. 57 clients x 5 meals in a box for 1 week = 285 meals. 285 Meals x \$5.05 per meal = \$1,439.25 a week. Nancy motioned, Claudia 2nd. Tammy Reese gave a quick background on their program. Georgia asked for clarification on cost and Tammy explained that this would cover 2 weeks of meals. Bill asked that the NPG be clearer to include that. Tammy stated that we have two (2) senior centers: Sunland Sr. Center at Sunland Park, and Burns Manor. Pati asked if the meals would go directly to Sunland Tujunga addresses. Tammy guaranteed that yes, it would. Lillian asked Tammy if they are waiting for Federal funding and Tammy stated yes, that is why they are asking for 2 weeks in order to fill the gap. Roundtable discussion regarding in home meal delivery services. Please see their website at www.VIC-la.org Roll call vote: All approved, no "Nays", No Abstentions.
11. Discussion/**Action**: Discussion/**Action**: Next Budget and Finance meeting to be 4/28/21. All approved.
12. Adjourned at 6:49pm