

Special Joint Board, Budget, Executive Committee Meeting Minutes

September 2, 2025, 6:30 PM

This meeting is being held by the Sunland-Tujunga Neighborhood Council using teleconferencing pursuant to Government Code Section 54953.8(a)(2)(B).

1. **Welcome, Call to Order & Roll Call**, Barry Glover (Budget)/Lydia Grant (Executive), 6:41pm
 - Roll Call: Present – Lydia Grant, Cindy Cleghorn, Carol Hutchinson, Melissa Sagastume, Barry Glover, Nelly Luboff. Absent: Karen Moran, Armen Mardirousi. Carol Hutchinson left after the Budget meeting.
2. **Public Comments** - non agenda items. Lionel Mares announced upcoming items: Charter Reform meetings, L.A. Bicycle Advisory Committee survey.
3. **Committee Member Comments/Updates.**
 - Board member trainings were reviewed.
 - Roster updates sent to EmpowerLA to update our page on the website to reflect new board members and changes. This contact information to be sent to Board members.
4. **Overview of budget and financial position** for 25/26 fiscal year
 - Motion to approve category for placement of Rollover Funds \$10,267.67 to outreach. Comments were provided by Lydia, Cindy, Carol, Barry and Melissa. Motion passed unanimous.
 - Discussion: overview of the process for funding requests. Requests come to the Outreach Committee and are placed on their agenda (agenda, discussion, voting), the request is vetted by Outreach and voted on. It then goes to the Budget Committee where the category is determined, and finally to the General Board (agenda, discussion, voting). Carol said that there is a form on the STNC.org website that needs to be filled out to submit these requests. Carol will help Barry.
 - Lydia reminded about the timeline to submit events that the STNC participates in which means putting in the request three months in advance. By going through Outreach first, the requests can be vetted.
 - Approve MER balances if available. This item has been deferred at this time until Treasurer training is completed. Lydia noted that the City would freeze our funds if we exceeded 3 months MERs in arrears.
 - Storage: No progress made yet due to hot weather. Lydia is still trying to get access to store tables and chairs at the NVCH. Lydia is putting our needs/requests in writing and in detail and will give the list to Ricardo; table and chairs may be needed in the future and take up a considerable amount of storage space. Lydia has a key and can

meet anyone interested in accessing the storage unit and prefers cooler morning hours.

5. Discussion/Possible Action: **Budget requests from Outreach committee.** There was a general discussion about Outreach expenditures with a focus on give-aways for events, with comments from Melissa, Cindy, and Lydia. Cindy has a list of Outreach Items from 2023 and will send it to Melissa. Lydia said that the city website has detailed information about what we can and can't do for outreach items (*e.g.* funding manual says STNC ID on the hand-out items cannot be stickers but have to be a more permanent part of the item (printed on it, etc.).
6. Discussion/Action: Approve outstanding minutes. Lydia made the motion to approve and Cindy seconded. A vote was taken and the minutes, with edits as discussed, was approved.
7. Discussion/Action: **Approve September 10, 2025 Board Meeting Agenda** – Zoom. Cindy led the discussion to go over the draft agenda; in detail comments were provided by Cindy, Lydia, Melissa and Barry. Cindy will update the draft agenda for distribution on 9/5/25.
8. **Adjourn**, 8:01pm