

Special Joint Board, Budget, Executive Committee Meeting
Minutes
Wednesday, October 29, 2025 at 6:30 PM

Draft

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. Joint meeting, Lydia called to order at 6:36pm.
 - a. Roll Call:
 - i. Executive Committee: Present – Lydia Grant, Cindy Cleghorn, Melissa Sagastume, Barry Glover, Karen Moran. Absent- Armen Mardirousi.
 - ii. Budget and Finance Committee: Present – Barry Glover, Lydia Grant. Absent – Nina Royal and Carol Hutchinson.
 - iii. Sherry McCoy, Mark Seigel - Board members.
2. Public Comments - non agenda items
 - a. Mark Seigel suggested that STNC needs to put out postcards to community to get support.
 - b. Question from Barry about when people are out of STNC. We have to track 3 meetings. Discussion about training, some members outstanding. Brenna resigned; still 2-3 people who need to complete training.
3. Committee Member Comments/Updates
 - a. Status of Board members attendance and trainings; Board members with more than three consecutive absences considered resigned from the board. Comments from Lydia, Cindy, Melissa and Barry. There are 2-3 members who's training has expired; this impacts their ability to vote and potentially membership after a period of time. STNC is responsible for monitoring consecutive absences. The City maintains the list of training.
4. Discussion/Possible Action: Budget requests from Outreach committee for tabling items, approve orders. *[Previously approved total, this vote approves each item.]*
 - a. Totes - 300 @ \$900
 - b. Magnets - 500 @ \$600
 - c. Pens - 500 @ \$600
 - d. Chip Clips - 300 @ \$550

Melissa requested guidance about how to project costs for SWAG and bid by the requirements. Lydia suggested verbiage for the motion so that if prices went up, there would be some margin (e.g. "costs up to \$) and also saying that "A vendor such as XX" in case the vendor had to change.

Barry expressed an interest in meeting face to face to better understand how finances are run. Comments were made by Lydia and Cindy. Cindy said that the City Clerk can help with approvals, and that up to 2 lost-receipts are allowed per year. The City Clerk will assist to ensure errors are properly documented. Lydia said it was important to understand which

budget requests are coming from (e.g. Outreach, etc.). Lydia said invoices are considered receipts in some cases and then when the credit card is paid we have the payment information. Lydia has been sending jpgs of receipts to Cindy who puts them in the google drive. The Budget and Finance Committee, per Lydia, doesn't make decisions, but they ensure that the money is available and the right source is baselined for the Board to vote on.

Lydia asked if we have permission to use the logo for the tote and Cindy affirmed (previously approved by the Board). Melissa asked about the process to design a new sticker; Lydia said the committee could develop it and the Board approve the design. Melissa asked about asking for printing; Lydia said we have pre-approved printing funds and historically work with Cindy and Lydia. Melissa would like to print out material advertising Board openings to put around town.

Without a quorum for the Budget and Finance Committee, a vote was taken by the Executive Committee with the motion made by Lydia and seconded by Barry to approve the SWAG items a through d. A vote was taken which passed. The expenditures will be taken to the General Board for voting with a BAC generated for them.

5. Discussion/Possible Action: Budget requests: Motion to provide \$500 to the Rotary Club for Hanukkah in the Foothills Outreach package.

Motion made by Lydia and seconded by Melissa.

Lydia will talk to Roger about a letter that will go through the Rotary Club; the funds have to go to a non-profit and the letter will be approved by the Board. Comments were provided by Lydia, Barry, Melissa and Cindy. Lydia noted that STNC has not supported this event in past years and it is for outreach only. There is a concern about the fact that this is a religious event and we cannot sponsor it. we haven't been allowed to support event in the past, so now it is only for Outreach only, we are not directly funding or sponsoring the event. Lydia said her concerns were that the event is religious, not just cultural, and that food has historically been provided by members; it is not a catered event – which may expose the City to liability, but if we support through outreach only, Lydia can support it. Cindy said they may have changed this with Joselito's supporting the event. Liability. If we can support through outreach only, Lydia can support it. Melissa noted it would go through the Board but it is an opportunity to reach different groups of people. Barry asked if any multi-faith occurred in the community and Lydia responded that there were some with money going through a non-profit if STNC approves.

A vote was taken which passed; Barry abstained.

- a. Tujunga Little League ad in annual program and Outreach package up to \$750. A motion was made by Lydia and seconded by Melissa.

A discussion ensued with comments from Lydia, Karen, Barry, Cindy and Melissa. Lydia said that support has been unsuccessful in past years but reaching out through the Little League can reach a lot of community members that might potentially have an interest in STNC. There are different ways to provide money and get advertising; a banner was felt to be a good choice by Lydia and Cindy noted that sponsorship could be customized also (e.g. STNC logo on jerseys, etc.).

Lydia felt that supporting the Little League was in our mutual interests.

The vote was taken which passed for up to \$750 to the Little League.

6. Discussion/Action: To approve outstanding Web Corner invoices: July, August, Sept., Oct. and Feb 2024 at \$30. for domain and Feb 2025 for domain. Total \$660.00 (*Previously approved in the annual budget package as recurring office expenses but have not been paid by the City Clerk*).

A motion was made by Lydia and seconded by Cindy.

Comments from Barry, Lydia, Melissa, Cindy and Karen. The bill for earlier months has not been paid; Barry needs to set up payment on a recurring basis. Karen commented that invoices were needed, not just a listing of outstanding bills; Cindy will get the invoices from WebCorner. Lydia commented that Carol probably doesn't have access to Webcorner any longer and we have a gmail account so it can cross over when Treasurer changes.

A vote was taken which passed.

7. Discussion/Action: Approve outstanding minutes.

A motion was made by Lydia and seconded by Barry. Karen asked if this is a joint meeting, should the minutes be duplicated and put into the Budge and Finance Committee area as well as the Executive Committee; Lydia felt that was appropriate. A vote was taken which passed.

8. Discussion/Action: Approve November 12, 2025 Board Meeting Agenda, as edited after review.

A motion was made by Lydia and seconded by Melissa. Cindy went over the draft minutes and edited text with comments from Lydia, Melissa, Cindy and Karen. A vote was taken to approve the updated General Board Agenda which passed.

9. Final comments from the boards and community.

- a. Lydia would like to write a draft response to the current problem where marijuana dispensaries are targeting children and not enforcing current rules.
- b. Cindy noted that the Land Use Committee meeting on the 10th November will be a hybrid meeting and highlighted the items that would be discussed (e.g. Ralph's Shopping center improvements, 60 ft tower, JAZZVE alcohol license). The in-person meeting will be at the Aurora Banquet Hall.
- c. The CIGA meeting was not held due to not having a Quorum per Cindy.

10. Adjourn, 7:54pm