

Sunland-Tujunga Neighborhood Council
SPECIAL BUDGET & FINANE COMMITTEE MINUTES
Meeting date: Monday May 7, 2018
Meeting Location: NVCH = 7747 Foothill Blvd, Tujunga, CA 91042

1. **Meeting called to order at** 6:00pm by Cindy Cleghorn, Treasurer Chair
 - a. Committee members in Attendance:
 - b. Cindy Cleghorn; Bill Skiles; Sandy Capp; Pati Potter = quorum met.
 - i. Pati Potter was assigned Note Taker
2. **Minutes approved from May 2,3,4,2018**
 - Bill motioned to accept, Sandy 2nd
 - i. All approved
3. **STNC Strategic Plan and Outreach Plan required by DONE:**
 - a. No one has taking this on so Cindy suggest using 2015-2016 Self-Assessment form as a guild line, some of the big goals at that time was doggies waste bags in the park; DOT boxes painting; 4th of July Fireworks; budge it identify and broken down by Outreach, election mailing; Impact statement; general and special meeting, List of non-profit event, schools.... These are the types of questions that are asked and hope that one of the Budget committee members would take on this task and work with the other committee so this can be presented to the full board. Bill Skiles suggested that this committee put in the budget figures then turn over the rest to the Outreach committee to complete. That was agreed with Bill will fill out the Budge part of the form then turn it over to the Outreach chair to complete.
4. **Public Comments:**
 - a. Pati P. Ralphs shopping center has a G plaque; I asked if that item would be coming down would the owner donate it to the Little Landers Society. The owner said the plaque would stay in place in good saving. No one does know what the G stands for.
5. **Committee response to Public Comments**
 - a. None
6. **Board approval of Certification (BAC)**
 - a. Issues are they are either: missing; not on correct form; vote count are not on them; not scanned or ready and other info.
 - b. Cindy received packet of things from the former treasurer.
 - c. Need someone to go through and match them with the long list of expenses that have already been approved by the board but not processed or whatever their status is and to make sure we have the BAC and all info is there and correct so that they can be uploaded to the portal. And if we don't we need to go back and look for them in the minutes
 - i. Sandy said she would take on this project.
7. **July 4, 2018 Firework even with the S-T Chamber of Commerce asking up to \$10,000 paying Pyro Spectacular**
 - a. Cindy Cleghorn, member of the Chamber, recused herself and stepped out of the room. Bill Skiles will take charge of this portion of the meeting.
 - b. Sonia T. and Monique of the Chamber = total cost of the permit and firework show is approx.. \$25,000 of which \$18,800 is to Pyro Spectacular. Regarding the Pyro Spectacular cost, the Chamber has paid ½ and asking STNC to be a co-sponsor and to pay the balance of \$9, 7720.00. The rest of the monies are coming from the local business and \$2,500 from CD7 funds. The Booster and other VHHS clubs/groups will be running all the other actives associated with this event, for which they will keep. Chamber is also giving them names of other local business to partner with in booths. Approx. 4,000 people will attend which is free to everyone and makes it a major even for this community.
 - c. Q: Bill = asked to confirm the motion that the City cut a check direct to Pyro Spectacular? Reply: yes
 - d. Q: Pati = so you (Chamber) do not plan on making a profit? Reply: yes, no profit.. all the booths are free to the high school.

- e. Q: Pati = is the STNC expected to have a booth? Reply: yes...
 - f. Q: Pati = STNC would be on the insurance policy as a co-insured and take on any liability? Reply: No the Chamber take on all the liability. Chamber takes on the venue liability.
 - g. Comment: Pati = looking at the budget we really don't have that much.
 - h. Sonia: = in the past the STNC has giving out that much, ½ and ½.
 - i. Pati = I don't know if they (the board) would want to do that this time I am only looking at what we have now, we don't have the monies in this year budget.
 - j. More comments about how disrespectful Chamber executive have been to STNC board members.
 - k. Q: Sandy = how much did we allocate in this budget for the Fireworks? Pat K. said \$7,500
 - l. More discussion on subject.
 - i. Sandy made a motion and Pati P. 2nd:
 - Motion the STNC co-sponsor the 4th of July Fireworks event and request that the \$9,972 be moved to the board for a vote. And amended to include being able to see the books after the event.
 - ii. Motion passed unanimously.
- 8. STNC 2019 board elections from \$6,000 to \$15,000 and an STNC election committee be formed.**
- a. If any funds left in FY 2018 we should indicate these fund need to be encumbered for the 2019 election.
 - b. Not sure if \$15,000 will be enough for 2019 election, so more may need more from the FY 2019 budget. The city tells the NCs what to spend and how to spend it.
 - c. 2016 elections the STNC spent \$15,000.
 - d. More discussion
 - e. Leave to next meeting, please think about.
- 9. Community Improvement project "Friendly Signs" moved to FY 2019**
- a. Pati made a motion and Sandy 2nd.
 - Motion we moved from the current FY 2018 Budget and move it to FY 2019 budget
 - b. Motion passed unanimously
- 10. STNC Clean Streets Challenge monies won.**
- a. Monies is sitting somewhere with the city and needs to be transferred in out the STNC account.
 - b. \$750 has already been spent by the Beautification project but from the STNC funds.
 - c. Discussion on how to get and allocate property
 - d. Sandy will follow up with Love The Neighborhood
 - e. Pati will contact the clerk's office to see how to get the funds.
- 11. To Process payment and/or set aside of previously board approved items \$19,067.**
- a. These are the ones we are looking for BAC.
 - b. Bridgegap amt changed, Konica may change to \$1,100.
 - i. Pati made a motion, Sandy 2nd
 - Motion to the board to approve process payment that were previously board approved.
 - ii. Motion passed unanimously
- 12. Reimbursement for WEST 10/26/18 event refreshments**
- a. Sandy made motion, Pati 2nd
 - Motion to board to approve \$62.00 reimbursement to Linda Adran
 - b. Motion passed unanimously
- 13. How to handle previously NPG's not processed correctly**
- a. Continue to explore
- 14. Remaining uncommitted funds**
- a. Bill made motion, Pati 2nd
 - Motion that the Board decide on any remaining uncommitted funds in FY17/18 budget
 - b. Motion passed unanimously

No time for balance of agenda
 Next B & F meeting Monday 5/14/18 7pm
 Meeting adjourned 6:55pm