

Sunland-Tujunga Neighborhood Council
SPECIAL JOINT BOARD AND BUDGET & FINANCE COMMITTEE MINUTES

Meeting Date November 18, 2020 🍀 via Zoom

1. Call To Order: 6:03pm by Sandy Capps, Chair
 - a. Committee in attendance: Sandy Capps, Cindy Cleghorn, Pati Potter, Claudia Akin, Bill Sikes, Nancy Shannon
 - b. Others in attendance: Lilliana Sanchez, Carol Hutchinson, Aylin Ghookassian
2. General Announcements: Cindy Cleghorn stated that Nathan from the City Clerk's office will go to the Community Improvement/Outreach meeting on 11/19/20, at 6pm.
3. Discussion/**Action**: Approve the October Budget and Finance Committee meeting minutes. Claudia motioned Pati 2nd. All approved, no "Nays", No Abstentions
4. Discussion/**Action**: Approve November 2020 Monthly Expenditure Report and Balances (MER). Pati motioned Claudia 2nd. As of this day, net balance is \$36,231.13. Zero outstanding as of this date. Expenses paid to date is \$12,472.22. Roll call vote: All approved, no "Nays", No Abstentions
5. **Discussion**/**Action**: Budget and Finance Committee Member Pati Potter Excel Spreadsheet Balances. Pati shared the excel sheet she keeps that aligns with the balances on MER
6. Discussion/**Action**: Approve US Storage Rental increase for units #358 and #363 to \$243.50 per unit from \$224.50 per unit. Total \$468.00 monthly effective December 1, 2020. Nancy motioned, Claudia 2nd. Cindy asked if we will be able to downsize two units to one. Sandy and Lilliana had looked into this, and the folding chairs and apparatus that holds them take up too much room; so not at this time. Sandy will check to see if we can get the chairs moved over to NVCH. Once we are able to do that, then we will only require one storage unit. Pati asked about upgrading the quality of the chairs. Roll call vote: All approved, no "Nays", No Abstentions
7. Discussion/**Action**: Approve US Storage in the amount up to \$2,922.00 for January 2021, to June 2021, for STNC storage Units #358 and #363. Cindy motioned, Pati 2nd. When we did the encumbrances, we anticipated being back in the NVCH by January 2021, so did not include the storage amounts for January through June. This reflects the new encumbrance amount for storage. Roll call vote: All approved, no "Nays", No Abstentions
8. Discussion/**Action**: Approve Sunland Parks and Recreation request for up to \$350 for project/craft supplies and (4) 100 ft extension cords for The Alternative Learning Center Free for children in the Community Program Discussed the value of supporting this program. Bill asked if this will come from Outreach. Yes. Roll call vote All approved, no "Nays", No Abstentions
9. Discussion/**Action**: Approve CV Weekly Sponsorship for up to \$1,000 for the Self-Guided Holiday Lights Tour Gold Light Sponsor. Discussed that the "Gold" level will allow us to run an ad up to May 21, 2021, and it would be great to use it for Election outreach. We will also get to have a board member on the Judging panel for the Holiday Lights. Pati said that it was always a wonderful holiday tradition to drive around and look at all the lights with her daughter. Roll call vote: All approved, no "Nays", No Abstentions
10. Public Comments on Non-Agenda Items. None
11. Discussion/**Action**: Next Budget and Finance meeting will be moved up a week next month to December 16, 2020, to accommodate the Holiday schedule. All approved.
12. Adjourned at 6:35pm



101 California Street, Suite 975, San Francisco, CA 94111
Phone: (415) 421-4244 OR (800) 759-4855 Fax: (415) 421-0620

TO: MERRIWETHER & WILLIAMS INS
RE: Sunland/Tujunga Neighborhood Council (Beautification Committee)

DATE: 11/19/2020
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WE ARE PLEASED TO OFFER THE FOLLOWING QUOTATION:

LOCATION(S) OF RISK:

1. 7747 Foothill Blvd #101, Tujunga, CA 91042

PROPOSED EFFECTIVE PERIOD: 12/15/2020 AT 12:01 AM TO 12/15/2021 AT 12:01 AM STD TIME AT RISK LOCATION.

FORM OF COVERAGE: COMMERCIAL GENERAL LIABILITY OCCURRENCE

APPLICATION NO: APP57615239

INSURER(S):

Line Of Business	Supplier(s)	Agreement Number	Participation
Commercial General Liability	Atain Specialty Insurance Company		100.00 %

LIMITS / DEDUCTIBLES:

Loc	Sub Coverage	Limit(s)	Deductible(s)	Co Ins
1	General Aggregate	\$2,000,000		
1	Products and Completed Operations	\$2,000,000		
1	Each Occurrence	\$1,000,000	\$500 Per Claim BI/PD	
1	Personal and Advertising Injury	\$1,000,000		
1	Medical Expense / Any One Person	\$5,000		
1	Damage to Premises Rented to You / Each Occurrence	\$100,000		

TOTAL CHARGES:

Premium:	\$ 550.00	Commercial General Liability
Fee:	\$ 175.00	Brokerage Fee (Fully Earned)
Tax:	\$ 1.38	Stamping Tax
Tax:	\$ 16.50	Surplus Lines Tax - GenLiab

TOTAL: \$ 742.88

100% MINIMUM & DEPOSIT

TERM MINIMUM PREMIUM:

50.00% EARNED

MINIMUM PREMIUM = \$275.00

COMMISSION: 10.00 % OF PREMIUM

EXCLUSIONS:

SEE "ENDORSEMENTS" SECTION BELOW / NEXT PAGE

ENDORSEMENTS:

Beautification
Wall mural:

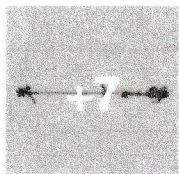
\$350 previously approved for Ins.
\$400 more requested/needed

12/13/2020

DEWALT 15 in. 60V MAX Lithium-Ion Cordless FLEXVOLT Brushless String Grass Trimmer with (1) 3.0Ah Battery and Charger Include

★★★★★ (610) Write A Review Questions & Answers (47)

\$249⁰⁰



Live Chat
Feedback

Hover Image to Zoom

15 in. 60V MAX Lithium-Ion Cordless FLEXVOLT Brushless String Grass Trimmer with (1) 3.0Ah Battery and Charger Included

by DEWALT >

1684