



Sunland-Tujunga Neighborhood Council

Certified May 27, 2003

P. O. Box 635 • Tujunga, CA 91043 - (818) 951-7411 -- stnc.org

Budget & Finance Committee Meeting

Wednesday November 24, 2021

6:00 pm

Zoom Meeting Online <https://zoom.us/j/95821686937> **or By Telephone**

Dial 1-669-900-6833 to Join the Meeting

Then Enter This Webinar ID: 958 2168 6937 and Press #

IN CONFORMITY WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20 (MARCH 17, 2020) AND DUE TO CONCERNS OVER COVID-19, THE BOARD OF SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL MEETING (STNC) WILL BE CONDUCTED ENTIRELY TELEPHONICALLY.

Every person wishing to address the Board / Committee must dial **1 (669)-900-6833** and enter **958 2168 6937** and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting. **On phone:** Every person wishing to address the Board / Committee must dial *9, when prompted by the presiding officer, to address the Board / Committee on any agenda item BEFORE the Board / Committee takes action on the item. **On webinar:** Every person wishing to address the Board / Committee must "raise their hand" when prompted by the presiding officer, to address the Board / Committee on any agenda item BEFORE the Board / Committee takes action on the item.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS The public is requested dial *9, when prompted by the presiding officer, to address the Board/Committee on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's/Committee's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board/Committee is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board/Committee meeting. Public comment is limited **TWO** (1) minutes per speaker, unless adjusted by the presiding officer of the Board/Committee.

The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.

THE AMERICAN WITH DISABILITIES ACT As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.org

1. Call to Order: Ed Babakhanian, Treasurer/Budget & Finance Committee Chair
2. General Announcements
3. Public Comments on any non-agenda items.
4. **Discussion/Action:** Approve November 2021 Monthly Expenditure Report and Balances. (MER)
5. **Discussion/Update:** Committee Member Pati Potter Excel Spreadsheet Budget Recap/Update.
6. **Discussion/Action:** Motion to adjust current approved funding for minute taker to be used toward STNC subcommittees as need for minute taking and/or transcribing from recorded meetings; no increase in overall funding request
7. **Adjourn** by 7:00 PM

Posted 11/20/2021 Remove after 12/1/2021.

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Cindy Cleghorn, al (818) 951-7411 o por correo electrónico secretary@stnc.org para avisar al Concejo Vecinal.



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PUBLIC ACCESS OF RECORDS – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: www.stnc.org or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Cindy Cleghorn, Secretary, at (818) 951-7411 or email at: secretary@stnc.org.

PUBLIC POSTING OF AGENDAS – Neighborhood Council agendas are posted for public review as follows:

* **NORTH VALLEY NEIGHBORHOOD CITY HALL**, 7747 Foothill Blvd, Tujunga, CA 91042 - Front Window

* www.stnc.org

* You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

RECONSIDERATION AND GRIEVANCE PROCESS - For information on the STNC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available on our website www.stnc.org



Sunland-Tujunga Neighborhoo...

3 Pending Credit Card Transactions Requiring Receipt Upload. ✕

🚩 You have 1 flagged Credit Card Transaction(s). Please contact your Funding Representative. ✕

Budget Amount ?

\$42,000.00

Budget: \$32,000.00

Adjustments: \$10,000.00 ?

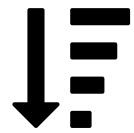


Expense-to-Date ?

\$11,400.76

Funding Requests: \$4,062.39 ?

Credit Card: \$7,338.37 ?



Total Outstanding ?

\$310.68

Commitments: \$0.00 ?

Pending Payments: \$310.68 ?



Net Available ?

\$30,288.56

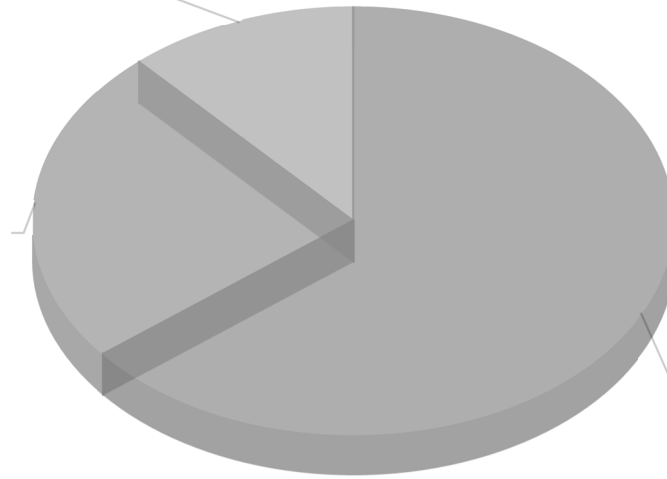
Cash Balance: \$30,599.24 ?



Budget Allocation

neighborhood
purpose Grants:
4,900 (11.7%)

community
improvement
project:
10,100 (24.0%)



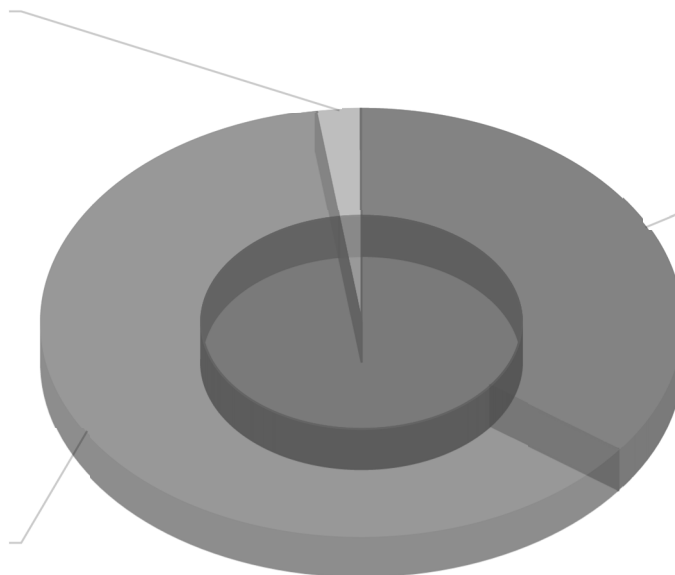
General &
Operational:
\$27,000 (64.3%)



Expenditures-to-Date by Category

ategorized:
.14 (2.2%)

each:
9.76 (62.6%)



Office:
\$4,005.86 (35.1%)



MAKE CHECK PAYABLE TO

US Storage Centers - La Crescenta
4454 Lowell Ave
La Crescenta, CA 91214

INVOICE

Unit 0358, ...
Tenant 617554
Invoice 41450
Invoice Date November 20, 2021
Due Date December 1, 2021

Amount Due 449.00

City of los angeles
c/o: City of Los Angeles
200 N. Main St.
Los Angeles CA 90012

Please check box if address is incorrect
and indicate change. Signature is required
to authorize address changes.

Signature _____
AMOUNT ENCLOSED _____

DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT

UNIT	DATE	ITEM/SERVICE	AMOUNT	TAX	DUE
0358	12/1/2021	Protection Plan 12/1-12/31	12.00	0.00	12.00
0358	12/1/2021	Rent 12/1-12/31	212.50	0.00	212.50
0363	12/1/2021	Protection Plan 12/1-12/31	12.00	0.00	12.00
0363	12/1/2021	Rent 12/1-12/31	212.50	0.00	212.50
		Subtotal	449.00		
		Taxes	0.00		
		Balance Due	449.00		

Please remit the total due amount of **449.00** to the above address.

REFERRALS PAY OFF!!!!!! Send your friends and collect your bonus.

*** If your account has been signed up for auto-pay, this invoice is for informational purposes only. ***

Pay Online: <https://www.usstoragecenters.com/my-account>

Pay by Phone: 818-839-6278

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www.kureit.org



SUNLAND-TUJUNGA LODGE NO. 2098

BENEVOLENT AND PROTECTIVE ORDER OF ELKS
10137 COMMERCE AVENUE ♦ TUJUNGA, CALIFORNIA 91042 ♦ (818) 352-2098

INVOICE #11192021

DATE: November 19, 2021

TO Sunland-Tujunga Neighborhood Council
P.O. Box 635
Tujunga, CA 91043

ITEM #	ITEM DESCRIPTION	QTY	UNIT PRICE	TOTAL
N/A	Outreach table for the Elks Lodge Holiday Event	1	\$400.00	\$400.00
Payment terms: Upon receipt				
QUESTION CONTACT: Lori Napen-Bouchard 818-631-			Total	\$400.00

INVOICE



Adobe Inc.
345 Park Ave
San Jose, CA 95110

Reprint Page 1 of 1

Invoice Number: 1516626281
Invoice Date: OCT-30-21
Payment Terms: Credit Card
Due Date: NOV-06-21
Purchase Order: AD00283426272CUS
Contract No 00004490
Order Number: 7052478696
Order Date: AUG-22-21
Customer No.: 1452233
Bill to No. 1232084000
Adobe Contact Information:
<https://helpx.adobe.com/contact.html>

Bill To:
Ed Babakhanian
200 N. Spring St
CA 90012

Line No	Material No / Description	UOM	Unit Price	Qty	Extended Price	
000010	65232730 Acrobat Pro DC	EA	14.99	1	14.99	
North America		Invoice Totals				
		S & H	Sales Tax	Currency	Qty Shipped	Invoice Total
		0.00	0.00	USD	1	14.99

Comments:



Ed Babakhanian <stnc.ed.treasurer@gmail.com>

Constant Contact Payment Receipt for Carol Hutchinson

1 message

Constant Contact Billing <notification@constantcontact.com>

Fri, Oct 29, 2021 at 12:29 AM

Reply-To: notification@constantcontact.com

To: stnc.ed.treasurer@gmail.com

Thank you for your recent payment. Your payment receipt is found below.



Payment Receipt for October 29, 2021

Sunland-Tujunga Neighborhood Council
Attn.: Carol Hutchinson
200 N. Spring Street, Room 224 in Los Angeles, CA
90012
Los Angeles, CA 90012
US
818-352-0661

Today's Date: October 29, 2021
Payment Date: October 29, 2021
Payment Method: MasterCard (last 4 digits:
4210)
User Name: sunlandtjunganc@gmail.com

Thank you for your payment!

Description	Amount Paid
Payment - Credit Card - 4210	\$95.00

Amounts shown may reflect sales tax which is applicable in certain areas.

Note you can continue to view payment receipts online. Log into your Constant Contact account, click the My Account link in the upper right hand corner of the Home page, and choose the View Payment Receipts option.

You may also use the Opt In/Out of Payment Receipt E-Mails link on the My Account page to opt out of receiving payment receipt emails in the future.

We appreciate your business.
Best Regards,
Constant Contact Billing
1601 Trapelo Road, Suite 329 - Waltham, MA 02451

Questions? Please give us a call!
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Outside US / Canada: 0808-234-0945

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Please do not reply to this email, as the reply address does not go to a monitored mailbox. If you have additional questions, please visit our Help Center at <http://www.constantcontact.com/help>.

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As a Constant Contact customer, you can refer a friend and receive a \$30 credit—for you and your friend. Here's how our **Refer a Friend** program works:

For every friend that you refer who becomes a paying Constant Contact customer, your Constant Contact account will be awarded a \$30 credit. Plus, the person you referred will receive a \$30 account credit upon paying for their first month of service. It's a win-win for you—and your friend! Refer a Friend today!

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