



Sunland-Tujunga Neighborhood Council

7747 Foothill Blvd. Room 101, CA 91042 • 818-951-7411/ www.STNC.org

BUDGET & FINANCE COMMITTEE

Committee members: Cindy Cleghorn, Treasurer, Pati Potter, Sandy Capps, Bill Skiles, Nina Royal,
Alternates: Janelle Hussion and Richard Ramirez

SPECIAL BUDGET & FINANCE COMMITTEE

DATE: Thursday, May 24, 2018
LOCATION: North Valley City Hall, 7747 Foothill Bl., Tujunga
TIME: 7:00 p.m.

1. CALL TO ORDER / INTRODUCTIONS / ASSIGN NOTE TAKER – Cindy Cleghorn
Please note that some items may be moved up on the agenda
2. DISCUSSION/ACTION: Approve outstanding Special Meeting Minutes
3. DISCUSSION/ACTION: Snapshot of the first 19 days with new Treasurer including NPGs, Fireworks event, various expenses, check requests, remainder funds and possible recommendations to the STNC board and its committees; update STNC Budget; recap May 19 Funding Training and Board Retreat; STNC Treasurer board position.
4. DISCUSSION/ACTION: Review Draft STNC Strategic Plan, Outreach Plan to circulate to STNC committees and to STNC board.
5. PUBLIC COMMENTS non agenda items
6. DISCUSSION/UPDATE/ACTION: Regarding STNC Clean Streets Challenge for \$1,000 and \$750, total \$1,750.00 for board recommendation
7. DISCUSSION/ACTION: Review funding requests for STNC board recommendation:
 - a. Review/Approve Funding Event Request for \$1,500 to cover National Night Out outreach expenses to be held on August 7, 2018 - *Nina Royal*
 - b. Review/Approve Funding and Contract with the Webcorner to Upgrade STNC.org website in the amount of \$1,200 and \$150 per month; continues current arrangement
 - c. Review/Approve Funding and Contract with Ring Central for STNC phone number 818-951-7411 at not to exceed \$70 per month; continues current arrangement.
 - d. Review/Approve Funding and Contract with Constant Contact fir STNC email notices at \$70 per month; continues current arrangement.
 - e. Review/Approve Funding and Contract for Bridgegap for Minutes and Financial Accounting at not to exceed 10 hours per month at \$25 per hour; continues current arrangement.
8. POSSIBLE STANDING RULES UPDATES/ADDITIONS
9. DISCUSSION/ACTION: ITEMS FOR Next STNC Board meetings
 - a. Include items from this and prior meetings
 - b. Include remainder bill to pay Konica for moving copier \$263.00
10. DISCUSSION/ACTION to set a regular monthly meeting date for the 4th Wednesday of each month at 7-8 p.m. time and meeting location for the Budget & Finance Committee, setting goals and communications.
11. Announcements from the Committee on subject matters within STNC's jurisdiction.

ADJOURN by 8:00 p.m.

Next Special STNC Budget & Finance Committee meeting will be held on Wednesday, May 30, 2018 at 7 p.m. in case we need to make any final check requests to the City Clerk. If you have any funding requests submit no later than May 28 to stnc.treasurer@gmail.com and copy secretary@stnc.org

Link to funding requests, minutes, agendas and summaries in folders in Google Drive link:
https://drive.google.com/open?id=1N5jP6gLXyjA_YEMq_Q13mllbWzO18cDC

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested to fill out a “Speaker Card” to address the Board 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 jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board 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 meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

PUBLIC POSTING OF AGENDAS - STNC agendas are posted for public review as follows:

- At Sunland Tujunga Neighborhood Council Office, 7747 Foothill Blvd., Tujunga
- At 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/your-government/government-information/subscribe-other-meetings-agendas-and-documents/neighborhood>

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, assistive listening devices and 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 you wish to attend by contacting Board Secretary, at (818) 951-7411 or email via secretary@stnc.org.

PUBLIC ACCESS OF RECORDS – In compliance with Government Code section 54957.5, nonexempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: 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 Board Secretary, at (818) 951-7411 or email via secretary@stnc.org

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 STNC Bylaws. The Bylaws are available on the STNC.org website or at <https://empowerla.org/stnc/>

SERVICIOS DE TRADUCCION – Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte, Presidente de la Board Secretary, at (818) 951-7411 or email via secretary@stnc.org para avisar al Concejo Vecinal."

Թարգմանական ծառայություններ: Ժողովում հայերեն թարգմանությունների համար, գանգարեք գաբոտուղարուհուն՝ ճանել Յոուսըն 818-951-7411 Ժողովից առնվազն 72 ժամ առաջ:

Agenda Posted **5-22-18**; Remove after **5-24-18**