



Jose Orozco Pelico    Jason Gallegos    Veronica Polanco  
Treasurer                      Board Member                      Board Member



**Boyle Heights Neighborhood Council**  
**Budget and Finance Committee Meeting**  
**APPROVED MINUTES**

Robert L. Stevenson Library 803 Spence St, Los Angeles, CA 90023  
**April 17th, 2018 at 6:15 PM**

1. **Welcome, Roll Call - Jason absent 6:16 pm** [1 min]
  - a. Notice to interested parties for a seat on the Budget and Finance Committee
    - i. Four available positions
  
2. **General Public Comment - none** [5 min]

Comments from the public on non-agenda items within the Committee's subject matter jurisdiction. This agenda item will last a total of 5 minutes and no individual speaker will be allowed more than one minutes.
  
3. **Review of Budget** [5 min]
  - a. Discussion and review of current budget for Fiscal Year 2017-2018
  
4. **Budget and Finance Business** [15 min]
  - a. Discussion and possible action to approve the minutes of the Budget and Finance Committee Meeting of March 20th, 2018
    - i. **Motion by Jose; second by Veronica - 2 yes 1 absent**
  - b. Discussion and possible action to recommend to the BHNC Board to approve the Monthly Expenditure Report (MER):
    - i. [March 2018](#)
    - ii. **Motion by Veronica; second by Jose - 2 yes 1 absent**
  - c. Discussion and possible action to recommend to the BHNC Board to approve payment to Proyecto Pastoral up to \$1,250.00 for the Clean Streets Challenge paid through the Financial Management System
    - i. **Motion by Jose; second by Veronica - 2 yes 1 absent**
  - d. Discussion and possible action to recommend to the BHNC Board to approve ex post facto bank card transactions previously approved
    - i. Dated 11/18/2017 in the amount of \$10.50 to La Favorita Bakery
    - ii. Dated 12/01/2017 in the amount of \$213.00 to La Favorita Bakery
    - iii. Dated 12/01/2017 in the amount of \$999.00 to La Favorita Bakery
    - iv. Dated 12/02/2017 in the amount of \$500.00 to La Favorita Bakery
    - v. Dated 12/08/2017 in the amount of \$982.59 to Mattel
    - vi. Dated 12/08/2017 in the amount of \$111.60 to Mattel
    - vii. Dated 12/08/2017 in the amount of \$996.96 to Mattel
    - viii. Dated 12/08/2017 in the amount of \$997.82 to Mattel
    - ix. **Motion by Veronica; second by Jose - 2 yes 1 absent**
  - e. Discussion and action to complete inventory of BHNC's assets
  - f. Discussion and action to select a storage unit for BHNC's assets
    - i. **Motion made by Jose to table item 4e and 4f to next budget meeting due to no quote being available**
      1. **Motion by Veronica; second by Jose - 2 yes 1 absent**
  - g. Outstanding Items:
    - i. Credit card receipt(s) for the BHNC funding card
      1. **None**
  - h. Discussion and possible action to recommend to the BHNC Board to approve payment to Continental Interpreting for the following invoices:



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- i. I-13220 dated 03/20/2018 in the amount of \$377.50
  1. Description: Service for BHNC Neighborhood Committee meeting on 03/07/2018
- ii. I-13221 dated 03/20/2017 [amended to 2018] in the amount of \$377.50
  1. Description: Service for BHNC PLUC meeting on 03/08/2018
    - a. Motion by Jose; second by Veronica - 2 yes 1 absent

## 5. Reports and Updates

[10 min]

- a. Neighborhood Council Budget Advocates
  - i. [White Paper Recommendations; Issue 1; Volume No. 8; March 2018](#)
  - ii. Discussion and possible action to create a recommendation for the BHNC Board to contribute funds to the Budget Advocates
  - iii. Budget Advocates' Stakeholder Satisfaction Survey [www.ncbala.com](http://www.ncbala.com)
- b. Neighborhood Council Funding Equity Group
  - i. Summary of meeting on 04/11/2018
  - ii. Future Meetings: TBD

## 6. Discussion and Review of Neighborhood Purpose Grants:

[5 min]

- a. Discussion and possible action to create a recommendation for the BHNC Board of the Parents, Educators/Teachers & Students in Action Neighborhood Purpose Grant (NPG) up to \$5,000.00
  - i. Description: The purpose and the intent of this grant is to obtain funding as it relates to this Neighborhood Council so that the Teen Court Program can continue to have a positive impact in the boundaries of this Neighborhood Council. The Teen Court program impacts the community by reducing crime committed by juveniles, as well as addressing the issue of hate crimes and incidents in the City of Los Angeles. [www.parentsinactionforbetterschools.org](http://www.parentsinactionforbetterschools.org)
  - ii. Motion by Jose for a recommendation to deny due to limited funds; second by Veronica - 2 yes 1 absent

## 7. Guidelines

[20 min]

- a. Review of Neighborhood Council Funding [Program Policies and Guidelines](#): 1st Ed; Dated 2/1/18
  - i. Description: Office of The City Clerk has updated the Neighborhood Council Funding Program
- b. Discussion and possible action to create guidelines for Neighborhood Purpose Grants (NPG) Community Improvement Projects (CIPS) for the Boyle Heights Neighborhood Council
  - i. Capping NPGs to \$500 per application and organization; with exception
  - ii. Focus on boundaries within Boyle Heights; with exception
  - iii. Prioritize public institutions
  - iv. Varying population of applicants
  - v. Take into consideration NPG applicants' involvement with the BHNC
  - vi. Promote mutual visibility between NPG applicant and the BHNC
  - vii. Promote collaboration with NPG/CIP applicants
  - viii. Submit NPG application within 60 days prior to event - expand on this

## 8. Announcements

[1 min]

- a. BHNC Budget Committee: 05/15/2018 at TBD 6:15 PM
- b. BHNC Executive Committee Meeting: 04/19/2018 at Benjamin Franklin Library 6:00 PM
- c. Information Meeting for Showers of Hope: 4/21/18 at Clinica Romero 2032 Marengo Street 10:00 AM
- d. BHNC General Board Meeting: 04/25/2018 at BH City Hall 6:15 PM



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- e. BHNC Neighborhood Committee Meeting: 05/02/2018 at Benjamin Franklin Library 6:00 PM
  - f. BHNC PLUC Meeting: 05/10/2018 at Benjamin Franklin Library 6:15 PM
- 9. Adjournment - motion by Jose; second by Veronica - 2 yes 1 absent at 7:48 PM**