



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



Boyle Heights Neighborhood Council
Budget and Finance Committee Meeting
Regular Meeting Agenda - APPROVED MINUTES

Robert L. Stevenson Library 803 Spence St, Los Angeles, CA 90023
March 20th, 2018 at 6:15 PM

1. **Welcome, Roll Call - all present meeting start 6:15 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** **[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** **[10 min]**
 - a. Discussion and review of current budget for fiscal year 2017-2018
 - b. Discussion and possible action to recommend to the BHNC Board to approve an itemized budget for fiscal year 2017-2018
 - i. **Motion by Jose second by Veronica; table item 3b until further notice up until fiscal year 2018-2019 due to fiscal year 2017-2018 ending - all approve**

4. **Budget and Finance Bylaws** **[5 min]**
 - a. Discussion and possible action to amend current [bylaws](#) pertaining to the Budget and Finance Committee
 - i. **Motion by Veronica second by Jose; a recommendation to approve the suggested amended bylaws - all approve**

5. **Budget and Finance Business** **[20 min]**
 - a. Discussion and possible action to approve the minutes of the Budget and Finance Committee Meeting of February 20th, 2018
 - i. **Motion by Veronica second by Jose; approve minutes for Budget and Finance Committee meeting of 02/20/2018 - Jason pointed out roll call and start/end time - will make changes - all approve**
 - b. Discussion and possible action to recommend to the BHNC Board to approve the Monthly Expenditure Report (MER):
 - i. February 2018
 1. **Motion by Jose second by Veronica for a recommendation to approve Feb MERs**
 - c. Discussion and possible action to recommend to the BHNC Board to create the inventory of BHNC's assets
 - d. Discussion and possible action to recommend to the BHNC Board to approve the rental of a storage unit for BHNC's assets
 - e. Discussion and possible action to recommend to the BHNC Board to appoint a NC Alternate Signer in accordance with the NC Funding Program Policy and Guidelines
 - i. **Motion by Jose second by Jason to recommend Veronica Polanco as a second signer - all approve**
 - f. Outstanding Items:
 - i. Credit card receipt(s) for the BHNC funding card in the amount of \$193.05 to DRI Next Day Flyers - **resolved**



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



- g. Discussion and possible action to recommend to the BHNC Board to approve payment to Continental Interpreting for the following invoices:
- i. I-10827 dated 10/16/2017 in the amount of \$250.00
 - ii. I-10828 dated 10/16/2017 in the amount of \$398.75
 - iii. I-11409 dated 11/28/2017 in the amount of \$377.50
 - iv. I-11410 dated 11/28/2017 in the amount of \$324.00
 - v. I-11684 dated 12/08/2017 in the amount of \$377.50
 - vi. I-11845 dated 12/18/2017 in the amount of \$377.50
 - vii. I-12406 dated 01/29/2018 in the amount of \$377.50
 - viii. I-12897 dated 03/01/2018 in the amount of \$356.25

- 1. **Motion by Jose second by Veronica to recommend the board to approve payment to Continental Interpreting - all approve**

6. Reports and Updates - motion to table by Jose second by Veronica - all approve [10 min]

- a. Neighborhood Council Budget Advocates
 - i. [White Paper Recommendations; Issue 1; Volume No. 8; March 2018](#)
 - ii. Discussion and possible action to recommend to the BHNC Board to support the Budget Advocates' white paper and file a Community Impact Statement (CIS) for council file [18-0600](#)
 - iii. Discussion and possible action to create a recommendation for the BHNC Board to contribute funds to the Budget Advocates
 - iv. Budget Advocates' Stakeholder Satisfaction Survey www.ncbala.com
- b. Neighborhood Council Funding Equity Group
 - i. Summary of meeting on 02/27/2018 and [03/14/2018](#)
 - ii. Discussion and review of the proposal submitted to the Funding Equity Group
 - iii. Future Meetings: March 27th and April 11th

7. Discussion and Review of Neighborhood Purpose Grants: [30 min]

- a. Discussion and possible action to create a recommendation for the BHNC Board of the End Homelessness CA / Shower of Hope Neighborhood Purpose Grant (NPG) up to \$5,000.00
 - i. Description: The purpose of the grant funds will be to provide free showers to those experiencing homelessness www.theshowerofhope.org
 - 1. **Motion by Jose second by Veronica up to \$3,000 - Jason no - Veronica/Jose Yes**
- b. Discussion and possible action to create a recommendation for the BHNC Board of the Plaza De La Raza Neighborhood Purpose Grant (NPG) up to \$5,000.00
 - i. Description: The purpose of the grant funds will be for a Summer Arts and Culture Camp for Kids Program www.plazadelaraza.org
 - 1. **Motion by Jose second by Veronica to decline - all approve**
- c. Discussion and possible action to create a recommendation for the BHNC Board of the Resurrection School Neighborhood Purpose Grant (NPG) up to \$400.00
 - i. Description: The purpose of the grant funds will be for a field trip to USC taking place on 03/26/2018 www.resurrection-school.org
 - 1. **Motion by Jose second by Jason to decline due to event in the past - all approve**
- d. Discussion and possible action to create a recommendation for the BHNC Board of the Youth Film Productions Neighborhood Purpose Grant (NPG) up to \$3,350.00



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



- i. Description: The purpose of the grant funds will be for students to learn how to create content and stream online, while learning the industry with hands on experience and submit their work to be judged for the Lincoln Heights Film Festival www.youthfilmproductions.com
 1. Motion by Jose second by Jason to decline due to event in the past - all approve
- e. Discussion and possible action to create a recommendation for the BHNC Board of The Neighborhood Music School Association Neighborhood Purpose Grant (NPG) up to \$5,000.00
 - i. Description: The purpose of the grant funds will be used to support NMS' 2018 Summer Music Programs www.neighborhoodmusic.org
 1. Motion by Jose second by Veronica to decline due to field trip open to students; students need to pay in order to participate - all approve
 - f. Discussion and possible action to create a recommendation for the BHNC Board of the Community Partners / Justice for My Sister Neighborhood Purpose Grant (NPG) up to \$1,500.00
 - i. Description: The purpose of the grant funds will be to help fund a free community event "Retomemos La Noche / Take Back The Night" www.communitypartners.org
 1. Motion by Jose second by Jason to decline - all approve

8. Guidelines - motion to table by Jose second by Veronica - all approve [10 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

9. Meeting Date, Time and Location [7 Min]

 - a. Discussion and possible action to establish the Regular Meeting date, time and location of the BHNC Budget and Finance Committee. The Regular Meeting date, time, and location will be set to Budget and Finance Committee
 - i. Motion by Jose second by Jason to hold Budget Committee meeting on 3rd tuesday of the month at 6:15 PM - location to change - all approve

10. Announcements [1 min]

 - a. BHNC Budget Committee: TBD
 - b. Executive Committee Meeting: 03/22/18 at Benjamin Franklin Library, 6:00 PM
 - c. Special Meeting (Bylaws): 03/23/18 at 2516 E. 1st Street, 6:00 PM
 - d. General Board: 03/28/18 at Boyle Heights City Hall, 6:15 PM
 - e. Planning & Land Use Committee Meeting: 04/12/18 at Benjamin Franklin Library, 6:15 PM

11. Adjournment - motion by Jose second by Veronica 7:51 PM