



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



Boyle Heights Neighborhood Council Budget and Finance Committee Meeting

DRAFT MINUTES

Robert L. Stevenson Library 803 Spence St, Los Angeles, CA 90023

May 15th, 2018 at 6:15 PM

1. **Welcome, Roll Call - Jason absent; 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** [5 min]
 - a. Discussion and review of current budget for Fiscal Year 2017-2018
 - b. Discussion and possible action to create the budget for Fiscal Year 2018-2019 - **Motion to approve by Jose; second by Veronica; 2 yes; 1 absent - see preliminary budget**

4. **Budget and Finance Business** [15 min]
 - a. Discussion and possible action to approve the minutes of the Budget and Finance Committee Meeting of April 17th, 2018 - **Motion to approve 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. [April 2018](#) - **Motion to approve by Jose; second by Veronica; 2 yes; 1 absent**
 - c. Discussion and action to complete inventory of BHNC's assets
 - d. Discussion and action to select a storage unit for BHNC's assets
 - e. Outstanding Items:
 - i. Credit card receipt(s) for the BHNC funding card - **none**
 - f. Discussion and possible action to recommend to the BHNC Board to approve payment to Continental Interpreting for the following invoices:
 - i. I-13835 dated 05/09/2018 in the amount of \$356.25
 1. Description: Service for BHNC Bylaws Meeting on 03/23/2018 6:30 PM - 8:30 PM - **Motion to hold payment due to additional information needed; - Motion by Jose; second by Veronica; 2 yes; 1 absent**
 - ii. I-13836 dated 05/09/2017 in the amount of \$356.25
 1. Description: Service for BHNC General Meeting on 03/28/2018 6:15 PM - 9:15 PM - **Motion to approve by Jose; second by Veronica; 2 yes; 1 absent**
 - iii. I-13837 dated 05/09/2017 in the amount of \$250.00
 1. Description: Service for BHNC General Meeting on 04/25/2018 6:00 PM - 9:00 PM - **Motion to approve by Jose; second by Veronica; 2 yes; 1 absent**
 - g. Discussion and possible action to approve spending up to \$7,000.00 to replenish outreach items to engage stakeholders
 - i. Description: This amount far exceeds what remains in the treasury but ensures that we have authority to drain our account - **Motion to approve 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](#)



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- ii. Discussion and possible action for CIS on Council File: 18-0600
 - b. Neighborhood Council Funding Equity Group
 - i. Summary of meetings
 - ii. Future Meetings: 05/17/2018
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 Girls Today Women Tomorrow Neighborhood Purpose Grant (NPG) up to \$3,000.00 - **Veronica recused herself due to being an active volunteer; Daisy (VP) stepping in as ex officio**
 - i. Description: Support to beautify public property Via Verde that is available and open to all - **Motion to approve by Jose; second Daisy; 2 yes; 1 absent; 1 recused**
 - b. Discussion and possible action to create a recommendation for the BHNC Board of the Social Model Neighborhood Purpose Grant (NPG) up to \$2,000.00
 - i. Description: Support to beautify public property Blueberry Hill that is available and open to all - **Motion to approve by Jose; second by Veronica; 2 yes; 1 absent**
 - c. Discussion and possible action to create a recommendation for the BHNC Board of the Lot to Spot Neighborhood Purpose Grant (NPG) up to \$2,000.00 - **Veronica recused herself due to possible career opportunity; Daisy (VP) stepping in as ex officio**
 - i. Description: Support to beautify public property under 4th St bridge that is available and open to all - **Motion to approve by Jose; second Daisy; 2 yes; 1 absent; 1 recused**
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
8. **Website**
 - a. Review and update BHNC's Budget and Finance section on website [5 min]
9. **Adjournment** - 7:33 PM **Motion to approve by Jose; second by Veronica; 2 yes; 1 absent**