



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

**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**