



Jeannette Garcia
Treasurer

Jose Orozco Pelico
Board Member

Vacant
Board Member



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

Robert Louis Stevenson Library
803 Spence St, Los Angeles, CA 90023
Tuesday, June 18, 2019 at 6:15 PM

- 1. Welcome, Roll Call** **[1 min]**
 - a. Notice to interested parties for a seat on the Budget and Finance Committee
 - i. Positions available
 - a. Jeannette Garcia, Committee Chair welcome everyone to the committee.
 - b. The meeting was called to order at 6:16pm by Jeannette Garcia, Committee Chair.
 - c. Roll call was conducted by Jeannette Garcia, Committee Chair. The quorum was established.
 - d. A call to all interested individuals for a vacant seat on the Budget Committee was made by Jeannette Garcia, Committee Chair. There were no interested candidates.

- 2. General Public Comment** **[2 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.

 - a. There was no general public comment.

- 3. Review of Budget** **[10 min]**
 - a. Discussion and review of current budget for Fiscal Year 2018 - 2019
 - a. Jose Orozco Pelico, Board Member shared information about BHNC's current budget. As of 06/18/19 the 2018-2019 budget reflects \$8,814.52 net available.
 - b. Approximately \$120 of net available will be encumbered for a pending AppleOne Invoice
 - c. Up to \$5,000 has been allocated for Outreach Items which will need to be purchased by June 20, 2019.

 - b. Discussion and possible action to create the budget for Fiscal Year 2019 - 2020 and recommendation for Board discussion and possible action
 - i. Complete 2019 - 2020 Fiscal Year Administrative Packet
 - a. The committee discussed, engaged in a question/answer session and developed a draft proposal of the 2019 - 2020 Administrative packet for the BHNC board possible action as follows:
 - o Office/Operational Expenses: \$11,020
 1. Translation Services, \$5,500
 2. Public Storage, 12 months @ \$200/month, \$2,400
 3. Website Services: The Mailroom, 12 months @ \$135/month, \$1,620
 4. E-mail Hosting: The Mailroom, 10 E-mails @ \$30/each, \$300
 5. General Board Meeting Refreshments, 12 months @ \$100/month, \$1,200
 - o Outreach Expenditure Category: \$13,980
 1. FY 19-20
 - o Election Expenditure Category: \$0
 - o Neighborhood Purpose Grants: \$10,000
 - o Community Improvement Projects Expenditures Category: \$7,000

 - b. The proposed 2019 - 2020 Administrative Packet draft as written was placed on the floor for voting by Jeannette Garcia, Committee by Chair. The motion was seconded by Jose Orozco Pelico, Board Member. Voting results, Yes = 2; No = 0

 - c. The proposed Administrative Packet 2019 - 2020 will be submitted to the BHNC Board for discussion and possible action.



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4. Reports and Updates

- a. [Jose Orozco Pelico, Board Member mentioned that Budget Day is taking place this Saturday, June 22, 2019 at City Hall](#) **[10 min]**

5. Budget and Finance Business **[30 min]**

- a. Discussion/possible action: approve May 2019 Monthly Expenditure Report (MER)
- a. [Jose Orozco Pelico , Board Member provided information and distributed copies of the May 2019 Monthly Expenditure Report](#)
- b. A question and answer session followed the information
- c. [Jeannette Garcia, Committee Chair motioned to approve the May 2019 MER. Jose Orozco Pelico, Board Member seconded the motion. The May 2019 MER was placed on the floor for voting. Voting results, Yes = 2; No = 0](#)
- b. Discussion/possible action: approve BHNC inventory for Fiscal Year 2018/2019
- a. [Jose Orozco Pelico, Board Member provided a report on the BHNC inventory for 2018 - 2019.](#)
- b. A question and answer session followed the report.
- c. [Jose Orozco Pelico, Board Member motioned to table item 5b to the July 2019 meeting due to additional items to be inventoried and the acquisition of a larger storage space. Jeannette Garcia, Committee Chair seconded the motion. Voting results, Yes = 2; No = 0.](#)

6. Discussion and Review of Neighborhood Purpose Grants: **[1 min]**

- a. none
- a. [No NPS were submitted/pending.](#)

7. Guidelines **[1 min]**

- a. [Program Policies and Guidelines](#): updated January 18, 2019

8. Announcements

9. Adjournment

[The meeting adjourned at 7:18 p.m. by Jeannette Garcia, Committee Chair. The motion was seconded by Jose Orozco Pelico, Board Member.](#)



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