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West Hills Neighborhood Council

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JOINT BOARD AND BUDGET COMMITTEE MEETING MINUTES

Tuesday, May 15, 2018

Chaminade Condon Center

23260 Saticoy Street, West Hills, CA 91304

Committee Members in Attendance: Aida Abkarians, Simone Best, Thomas Booth, Dan Brin, Anthony Brosamle, Bob Brostoff, Carolyn Greenwood, Bonnie Klea, Steve Randall, Charlene Rothstein, Myrl Schreibman, Bobbi Trantafello, Joan Trent and Brad Vanderhoof

Absent: Sandi Bell and Alec Uzemeck

Co-chair Bob Brostoff called the meeting to order at 6:30 PM. A quorum was established

Public Comment: None

Minutes of April 17, 2018 were approved as amended.

Co-Chair, Bob Brostoff stated that what is voted on tonight will be presented to the Board at the June meeting. This is the last night to change the Budget Committee's recommendation for the 2018 – 2019 budget. Also the first six items on agenda require a Budget Action Count (BAC) form to comply with the City Clerk's new requirements.

Numbers refer to agenda items.

1. Discussion and possible action on approving \$250.00 for insurance on a vehicle being used in the Memorial Day Parade. The funds are coming from the \$1,500 previously approved for this event. Motion passed unanimously.
2. Discussion and possible action on approving \$50.00 for decorations on the vehicle being used in the Memorial Day Parade. After discussion on need for this expense, motion was approved with 13 yes and one (1) abstention.
3. Discussion and possible action approving \$375 for 8 outreach banners to be placed at local elementary schools. The funds for this item are: \$265 from the Education Committee's budget and \$110 from the Communication's budget. Mr. Brostoff will make this adjustment in the budget. Motion unanimously approved.
4. Discussion and possible action on approving \$215.00 for flyers for the scams on the elderly forum. The forum is to be held on June 25, 2018 and the funds will come from the Emergency Preparedness budget. Motion unanimously approved.

5. Discussion and possible action on approving \$135.00 on food for the scams on the elderly forum. There was discussion about how we should reach out for contributions to cover this expense. Motion passed with 13 yes and one (1) abstention.
6. Discussion and possible action on approving \$1975.00 for 78 backpacks containing school supplies, clothing, and hygiene items to be provided to local public schools. Motion passed unanimously.
7. Discussion and possible action on approving proposed required budget items for 2018-19 fiscal year.

The first section of the proposed budget was approved as amended with 13 yes and 1 abstention. The amendments were:

P.O. Box rental increased to \$296,
Rack Space expense of \$100 was deleted,
Committee printing expense was reduced to \$100 – 2 committee members voted no on the reduction,
Memorial Day Parade expense was reduced to \$1,300 (Bobbi Trantafello recused herself and left the room during discussion and vote on this item).
Total for necessary budget items is \$23,729.00

8. Discussion and possible action on approving budget requests for the 2018-19 fiscal year from various committees.

There were three (3) requests added to the budget before discussion. They were:

\$100 for the Bylaws Committee for printing,
\$100 for the Beautification Committee for printing and
\$1,000 for the Public Safety/EP Committee for the LAPD-Topanga programs (VST) Volunteer Surveillance Team and (COP) Citizens on Patrol.

After much discussion, several committees willingly reduced their requests in an effort to balance the budget.

The education committee reduced their request to \$5,000,
The Homelessness committee reduced their request to \$1,100,
Public Safety/EP Committee reduced their VST request to \$500,
Special Events Committee reduced to \$2000 and
Fall Fest was reduced to \$1,496.
Final total for all new requests is \$18,271.00 for a grand total of \$42,000.00.

Final Budget approved with 13 yes and one (1) abstention. (See attached Final 2018-2019 budget)

Meeting adjourned: 8:35 p.m.