

Sunland-Tujunga Neighborhood Council  
**SPECIAL JOINT BUDGET & FINANCE COMMITTEE MINUTES**

Meeting Date: January 29, 2020

Meeting Location: Sunland Park Club House

1. Call To Order: 6:07 pm by Sandy Capps, Chair
  - a. Nancy Shannon assigned minute taker
  - b. Committee in attendance: Sandy Capps, Pati Potter, Bill Skiles, Claudia Akin, Nancy Shannon and Cindy Cleghorn
  - c. Others in attendance: Bren Jahelka, Nina Royal, Kim Tejada, Victoria Lopez
2. General Announcements: Bren relayed that Cal Lutheran's Sustainable Edible Education program visited the HFCG and was very impressed. There will be a Clean Up Day on March 8, at 8:00am
3. Public Comments: None
4. Discussion/Action: Sandy motioned to approve December 17, 2019 Budget and Finance Committee meeting minutes. Claudia moved, Nancy 2<sup>nd</sup>. All approved.
5. Discussion/Action: Status on outstanding expenditures and board voted on items not purchased. Pati created, and shared an excel sheet detailing encumbered and unencumbered expenses to date and a snapshot of how it will be till the end of the fiscal year.
6. Discussion/Action: Current Monthly Expenditure Report and Balances (MER). This was covered in the discussion noted in #5.
7. Discussion/Action: Sandy motioned to approve board member reimbursement to Sandy Capps in the amount of \$79, for payment of tune up to the STNC weed whacker from Leon's Chainsaw and Lawnmower (Outreach). Leon's would only accept a credit card or cash and would not sign a W9. Cindy moved, Claudia 2<sup>nd</sup>. All approved.
8. Discussion/Action: Sandy motioned to approve up to \$400 for 1,000 4X6 magnets from vendor Sunland Printing (Outreach). These have been a big hit. Nina verified that we are all out and need to be replenished. Cindy moved, Claudia 2<sup>nd</sup>. All approved.
9. Discussion/Action: Sandy motioned to approve up to \$350 fro Smart & Final for candy to fill eggs for Sunland Park Eggstravaganza Spring Carnival Free Egg Hunt (Outreach). Claudia moved, Nancy 2<sup>nd</sup>. All approved.
10. Discussion/Action: Sandy motioned to approve up to \$500 for a jumper from vendor Aladdin Jumpers for Sunland Park Eggstravaganza Spring Carnival. Cindy would like the Parks and Rec to invoice us as opposed to paying Aladdin directly. Nancy suggested that we do whatever it was that the STNC did for Mc Groarty Arts Chili Bowl event. Sandy will verify with Sunland Park director, Nicole if they are seeking a Sponsor, Co-Sponsor or Event. Claudia motioned, Nancy 2<sup>nd</sup>. All approved.
11. Discussion/Action: Sandy motioned to approve STNC Polo Shirts, red with wite letters on both sides, up to \$600 (\$500 plus preparation and tax) for 25 shirts from R & R T-Shirt Printing. Discussion regarding the need for 25. Nancy asked Nina specifically the amount of board members who do not have a shirt as she has seen many with the shirts. Claudia motioned, Nancy 2<sup>nd</sup>. Vote was split 3/3; approved to move to Board vote.
12. Discussion/Action: Sandy motioned to approve up to \$50 for STNC "Outreach Boxes" (Outreach). It would be nice for there to be "Outreach Go To Utility Boxes" for Region Reps and other Committee members to be able to have at hand all the items they will need for events and meetings. Pati moved, Claudia 2<sup>nd</sup>. All approved
13. Discussion/Action: Next Budget and Finance meeting February 26, 2020. All agreed.
14. Adjourned at 6:50pm