

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

Meeting Date September 30, 2020 ♦ via Zoom

1. Call To Order: 6:00pm by Sandy Capps, Chair
 - a. Committee in attendance: Sandy Capps, Cindy Cleghorn, Pati Potter, Claudia Akin, Bill Sikes, Nancy Shannon
 - b. Others in attendance: Liliana Sanchez, Lilah Rowe, Arsen Karamians, Lydia Grant, Nina Royal, Shirley Kim, Roger Swart, "S.L.", Sharon Brewer, Carol Hutchinson
2. Committee Member Introductions and explanation that this is a "Special Joint" Meeting. Nancy Shannon will take minutes.
3. General Announcements: Cindy shared that the STNC Elections are coming up. If anyone is interested in running, please let the Executive Committee know.
4. Discussion/**Action**: Approve the August Budget and Finance Committee meeting minutes. Claudia motioned, Nancy 2nd. All approved.
5. Discussion/**Action**: Approve September 2020 Monthly Expenditure Report and Balances (MER). Claudia motioned, Nancy 2nd. As of this day, balance is \$45,218.09. Expenses paid to date is \$3,802.33. Roll call vote: All approved, no "Nays", No Abstentions
6. Discussion/**Update**: On City Funding approvals regarding events during COVID-19 Stay at Home. Due to the Stay at Home orders, events are not being approved. We have pending "lawn/sign" event (STAT Committee). Pat Kramer is working with the city on this to determine how to properly distribute them. STARC will be doing their "Halloween Contest" event virtually. They previously requested \$300, however they will be unable to distribute candy, or prizes so currently the amount they will use is \$200 for the CV Weekly ads. Discussed STNC Certificates awarded for Costume contest.
7. Discussion/**Action**: Approve up to \$50 for 10 Scotch Blue Multi-Surface Painter's Tape from Home Depot for posting of agendas on the newly installed windows at NVCH agenda Posting site. Claudia motioned, Nancy 2nd. Each Committee chair would have a roll on hand so there would be no delays in posting. Roll call vote: All approved, no "Nays", No Abstentions
8. Discussion/**Action**: Approve Neighborhood Council Funding Contribution Form for \$250 to Budget Advocates, \$250 for L.A. congress of Neighborhoods and \$250 for L.A. congress of Neighborhood Empower L.A. Awards/Networking. Claudia motioned, Nancy 2nd. These are already in the budget allocation for this fiscal year, however recognition will not take place until next year. Roll call vote: All approved, no "Nays", No Abstentions
9. Discussion/**Action**: Approve Neighborhood Purpose Grant in the amount of \$250 to The Southern California Valley Disaster Preparedness Foundation Fair Virtual Event. Claudia motioned, Nancy 2nd. This is an event we contribute and participate in every year. The amount requested in the NPG is \$500, and that is the amount we can go up to but not over. The event is slated for Oct. 10. Roll call vote: All approved, no "Nays", No Abstentions
10. Discussion/**Action**: Approve Neighborhood Purpose Grant in the amount of \$3,500 to local non-profit Making It Happen, Inc. for food and necessity items for families and children in need during the Holidays and Covid-19 in the Sunland-Tujunga Community. Pattee Colvin has reached out to local schools for list of families in need. We have allotted \$2,500 for this in our budget, but due to Covid-19 there is a bigger need this year. This will be a drive through event. To recognize the STNC contribution we can put something in the boxes that gives us recognition. Pati asked if we could also include something regarding the STNC elections. Liliana stated she was there last year and it was a great event and asked if there was a specific date. Sandy said it will be the Saturday before Christmas. Claudia motioned, Nancy 2nd. Roll call vote: All approved, no "Nays", No Abstentions
11. Discussion/**Update**: Approve up to \$2,761.81 total to vendor S.O.S. Survival Products for the replacement of 20 STNC Safety Goggles that were used/donated during Covid-19 PPE needs; 1 (one) 100 person refill kit to replenish the 5-year shelf life of items in our current STNC 100-Person Office Support Systems purchased in 2014; 1 (one) additional new 100-person Office Support System for Emergency preparedness supplies. Claudia motioned, Nancy 2nd. Nina suggested this come from Outreach as these items would be used/distributed to our community should the need arise and had suggested the additional 100 kits in order to reach more people. The expired supplies would go back to the City as it was purchased with City funds. Liliana stated that facemasks were also used and need to be replenished. According to Sandy, S.O.S. and everyone else is out of face masks. These will be replaced as soon as we can get a supply. Roll call vote: All approved, no "Nays", No Abstentions
12. Public Comments on non-agenda items. Nina shared that National Night Out will have a Car Parade that will have law enforcement, and CPAB participation and will travel from Tujunga, Lake View Terrace, Pacoima, Sun Valley and back. The date is October 6.
13. Discussion/**Action**: Next Budget and Finance meeting October 28, 2020. All approved.
14. Adjourned at 6:37pm