

Budget & Finance Committee Meeting Draft Minutes

July 11, 2016, 6:00 PM - 7:00 PM

FTDNC Offices. 9747 Wheatland Blvd. Shadow Hills, CA 91040.

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- 1) **Call to Order-Pledge of Allegiance.** Meeting began at 6:20pm.
- 2) **Roll Call.** Present: Joshua Jeffrey, Kevin Davis, Jaycynda Trifone-Woodruff. Quorum achieved.
- 3) **Approval of the minutes for 2/11/13.** Tabled.
- 4) **Approval of the minutes for 2/10/14.** Tabled.
- 5) **Approval of the minutes for 6/6/16.** Motion to approve as submitted by Kevin Davis, seconded by Joshua Jeffrey. Motion approved through 3-0 vote.
- 6) **Approval of the Treasurer's report for July 2016.** Motion to approve as submitted by Kevin Davis, seconded by Joshua Jeffrey. Motion approved through 3-0 vote.
- 7) **Approval of the Union Bank statement for June 2016.** Motion to approve as submitted by Kevin Davis, seconded by Joshua Jeffrey. Motion approved through 3-0 vote.
- 8) **Approval of the DONE Expenditure Report for June 2016.** Motion to approve as submitted by Kevin Davis, seconded by Joshua Jeffrey. Motion approved through 3-0 vote.
- 9) **Comments by public representatives (Total 10 minutes).** No comments.
- 10) **Public comments on non agenda items (3 minutes each).** Laurie Thoms asked what were the requirements for requesting funding, particularly if the group was not a 501(c)(3) non-profit organization. Kevin Davis answered that the money should be for the public benefit and it should be something other groups could reasonably ask for from the FTNC. Laurie Thoms mentioned an interest in partnering with the Hansen Dam Trail Riders to produce a calendar and Kevin Davis asked what would be expected of each partner; whether the trail riders would contribute funding or whether the FTDNC would pay for the entirety of the funding. Laurie Thoms decided to take the matter to the Equestrian Committee for discussion. Laurie Thoms additionally asked if the FTDNC would be able to provide funding for San Fernando Rangers' poker rides. Kevin Davis asked if they were charity events. Laurie Thoms said the girls' rides were charity events while the guys' rides were fundraisers for the group. Kevin Davis concluded with saying it would generally boil down to how you (general) spend the money. Jaycynda Trifone-Woodruff recommended that if Laurie has additional questions related to funding, including how to procure funding, Laurie should speak

with Michael Carpenter as he has years of specific experience related to funding processes through the neighborhood council system.

11) Comments by committee chair; New fiscal year. (3 minutes).

Committee vice-chair, acting as chair for purposes of the meeting as the chair was unable to make it, Jaycynda Trifone-Woodruff, thanked everyone for coming. Additionally, Jaycynda Trifone-Woodruff stated that the FTDNC is now in a new fiscal year and the anticipated budget for the year would be approximately \$37,000. She noted that the plan and other paperwork still needed to be submitted to DONE so that we could receive those funds and use the new bank card when it is issued.

12) Presentation, discussion, resolution & possible action to adjust the 2015-16 line item budget to reflect recent purchases. M CARPENTER

Tabled.

13) Presentation, discussion, resolution & possible action for any walk on items. M CARPENTER

- A) Sean Sniderman, from the Hansen Dam Aquatic Center Junior Lifeguard program, presented, seeking \$2815 for 3 competition-use beach paddleboards. The 6-week summer program has been active for 9 years and services mostly ages 9-17 participants in the Hansen Dam area to provide a foundation for those students to eventually get jobs as lifeguards. The program also competes in a series of competitions, both in lakes and on beaches. The beach competitions require different boards for events than the lake competitions, and the program is seeking funding for the beach competition paddleboards. The program has 3 age groups. The two younger groups would each need a soft-top board while the oldest group would need a hard-top board. Mr. Sniderman expects the boards will see daily use during the program, both for practice/training and competitions, and anticipates they will last 5+ years before needing possible replacement. Mr. Sniderman understands that the boards, if funding is approved, could possibly be purchased after the current program is finished and would welcome them for next year's program. The funding request is expected to be through the Neighborhood Purpose Grant ("NPG") system. There was no paperwork at the meeting to accompany the presentation, but Kevin Davis agreed to meet with Mr. Sniderman regarding completion of the paperwork. Jaycynda Trifone-Woodruff commented that it was her understanding that the committee could move to tentatively approve and send the request to the July 21, 2016 general board meeting for a vote with the understanding that the general board would only be able to move on the request if there was paperwork. Audience member Nancy Woodruff commented that FTDNC has supported the program in the past and it was a worthwhile cause. Joshua Jeffrey moved to tentatively approve the request and send it to the general board for the July 21, 2016 meeting, pending the completion of all required

paperwork. Jaycynda Trifone-Woodruff seconded the motion. Roll call vote: Joshua Jeffrey yes, Jaycynda Trifone-Woodruff yes, Kevin Davis abstain. Motion passed 2-0. Joshua Jeffrey commented to Mr. Sniderman that the general board may or may not approve funding for all 3 boards, if any.

- B) The NPG request from LA Healthy Kids was tabled with committee permission due to lack of presenter and incomplete paperwork.

14) Presentation, discussion, resolution & possible action items to agenize for the August 8, 2016, Budget & Finance Committee.

- A) The following routine agenda items were submitted for approval for the August 8, 2016 agenda. Approval for 2/11/13 meeting minutes, approval for 2/10/14 minutes, approval for 7/11/16 meeting minutes, approval of the August 2016 Treasurer's Report, approval of the Union Bank statement for July 2016, approval of DONE Expenditure report for July 2016. With committee permission, Kevin Davis moved to approve routine agenda items as a group. Joshua Jeffrey seconded the motion. 3-0 approved.

- B) Kevin Davis requested to agendize a funding request to purchase replacement tables and chairs for the Lake View Terrace Rec Center, as FTDNC has used the rec center's for years and they are getting somewhat older and need to be replaced. Kevin Davis spoke with Mr. Knight regarding this issue and will present this funding request, with paperwork, at the August 8, 2016 Budget and Finance Committee meeting.

15) Committee comments (2 minutes each). Joshua Jeffrey had no comment. Kevin Davis said he was glad to be back from out of town and had purchased the mic and conference calling system to eventually provide remote access/attendance in some situations to board members or necessary public persons. Jaycynda Trifone-Woodruff thanked everyone for coming.

16) Adjournment. Joshua Jeffrey moved to adjourn. Kevin Davis seconded. Approved 3-0, adjournment at 7:13pm.