



minutes

COASTAL SAN PEDRO NEIGHBORHOOD COUNCIL

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Tuesday, November 7, 2017 Budget and Finance Committee Meeting

Marine Exchange Conference Room
3601 S. Gaffey Street, #803, San Pedro, CA 90731

MEETING NOTES

1. **WELCOME AND CALL TO ORDER:** Meeting was called to order at 6:05 pm by Chair Robert Bryant. There was a quorum with 5 committee members, and 6 others present.

Committee Members

Robert Bryant, Chair	Present
Bob Gelfand	Present at 6:15 pm
Adele Healy	Present
David Myers	Present at 6:55 pm
Dean Pentcheff	Present

Other Attendees

Doug Epperhart
Kathleen Martin

2. **PUBLIC COMMENT ON NON-AGENDA ITEMS**

- a. Doug Epperhart commented that the council could get office space. It would be helpful to have everything consolidated and could be used for committee meetings, storage, and administrative functions.
- b. Doug Epperhart also commented, perhaps the council could contribute funds via a Community Improvement Project (CIP) to Julie Bender mural project at 25th and Patton.
- c. Kathleen Martin commented that she and Robert Farrell want to have a homeless presentation in Coastal.
- d. Bob Gelfand commented that he would like to hold an emergency preparedness fair.

3. **UPDATE ON TREASURER'S REPORT – Treasurer, David Myers**

- a. **Motion** by **David Myers** to approve an increase in the recurring monthly payment for virtual office services to The Mailroom, from \$99 a month, to an amount not to exceed \$125 a month, effective November 1, 2017, (The increase is for having The Mailroom to finalize and mail all the letters approved by committees, and the board.), second by **Dean Pentcheff**, and passed unanimously (Byrant, Gelfand, Healy, Myers, and Pentcheff).
- b. **Motion** by **David Myers** to approve adding to the Standing Rules that all financial items on the agenda of the regular board meeting will be listed individually (i.e. MERs, invoices, allocations, committee funding requests) as a consent calendar that may be voted on as one item, unless there is a request to consider an item separately, second by **Dean Pentcheff**, and passed with 3 yeas (Byrant, Healy, Myers), 1 no (Gelfand), and 1 abstention (Pentcheff).

4. **DISCUSS FINDING ADDITIONAL FUNDS FOR SECOND GRANT PROGRAM FOR JANUARY**

- a. Treasurer, David Myers, commented that until it is determined whether the council will be selections in 2018, he cannot give an accurate assessment of possible unallocated funds to be used for other/new items.

5. **DISCUSS STARTING A SPONSORSHIP PROGRAM IN ADDITION TO THE GRANT PROGRAM FOR JANUARY**

- a. More information on the criteria for Community Improvement Project funds is needed before the committee can make a decision on the issue.

6. **DISCUSS THE DATE FOR THE BUDGET AND FINANCE COMMITTEE REGULAR MEETING** – Making it the first Thursday of the month prior to the agenda setting meeting on the second Monday. The consensus is to keep it on the first Tuesday of the month, and change the start time to 6:30 pm.
7. **REVIEW SUBMITTED COMMITTEE FUNDING REQUEST FORMS**
 - a. Request form the Planning and Transportation Committee for \$50 for a joint event with Central and Northwest San Pedro Neighborhood Councils.
Motion by **David Myers** to approve the funding request form the Planning and Transportation Committee for \$50 for a joint event with Central and Northwest San Pedro Neighborhood Councils, however, the chair of the Planning and Transportation Committee must submit a detailed budget for the Monday, November 13th agenda setting meeting, second by **Dean Pentcheff**, and passed unanimously (Byrant, Gelfand, Healy, Myers, and Pentcheff).
8. **ADJOURNMENT:** The meeting was adjourned at 7:30 pm. The next meeting will be Tuesday, December 6, 2017, 6:00 pm, at the Marine Exchange.

Respectfully submitted,
Sheryl Akerblom

for the Coastal San Pedro Neighborhood Council Budget and Finance Committee