



minutes

COASTAL SAN PEDRO NEIGHBORHOOD COUNCIL

locally listening & leading ...



Thursday, May 3, 2018 Budget and Finance Committee Meeting

Angels Gate Park

3601 S. Gaffey Street, Building G, San Pedro, CA 90731

MEETING NOTES

- 1. WELCOME AND CALL TO ORDER:** Meeting was called to order at 6:30 pm by Chair Robert Bryant. There was a quorum with 3 committee members, 1 board member, and 2 Stakeholders present.

Committee Members

Robert Bryant, Chair	Present
Bob Gelfand	Absent
Adele Healy	Absent
Kathleen Martin	Absent
Dean Pentcheff	Present
Amber Sheikh Ginsberg	Present

Other Attendees

Doug Epperhart

- 2. PUBLIC COMMENT ON NON-AGENDA ITEMS** – None
- 3. WELCOME NEW COMMITTEE MEMBERS** – Welcomed Amber Sheikh Ginsberg and Treasurer Louis Dominguez.
- 4. UPDATE ON TREASURER STATUS** – Treasurer Louis Dominguez has received his funding portal log in information.
- 5. UPDATE ON ALTERNATE SECOND SIGNER** – The City Clerk's office has acknowledged Robert Bryant as the board's alternate second signer.
- 6. UPDATE ON NEIGHBORHOOD PURPOSE GRANT SUBMISSION PROCESS** – All five grant applications have been up loaded to the funding portal and are under review by City Clerk staff.
- 7. DISCUSS AND POSSIBLE MOTION TO RECOMMEND PURCHASING NEW SOUND EQUIPMENT**
 - The board received a bid from Andrew Menzes, the current audio vendor, for a new audio system including video and ESRT capabilities, and set up, delivery, and tax, for a total of \$5,640. See attached detailed information.
 Motion by **Dean Pentcheff** to recommend to the full board to purchase new audio equipment as bid by Andrew Menzes, second by **Amber Sheikh Ginsberg**, and passed unanimously with 3 yes (Bryant Ginsberg, and Pentcheff), 0 no, and 0 abstentions.
- 8. REVIEW SUBMITTED COMMITTEE FUNDING REQUEST FORMS** – None
- 9. PUBLIC COMMENT AND COMMITTEE MEMBER COMMENT** – None
- 10. SET DATE FOR NEXT BUDGET AND FINANCE COMMITTEE MEETING** – The next meeting will be Thursday, June 7, 2018, 6:00 pm, location to be announced.
- 11. ADJOURNMENT:** The meeting was adjourned at 7:15 pm.

Respectfully submitted, Sheryl Akerblom
for the Coastal San Pedro Neighborhood Council Budget and Finance Committee

Fwd: Andrew Menzes Re: Audio Equipment Estimate CoastalSPNC

Robert Bryant to epperhart

April 10 [Show Details](#)

I asked Andrew to give this for replacement of our sound equipment

Sent from AOL Mobile Mail

-----Original Message-----

From: Andrew Menzes <macksgeemail@gmail.com>

To: Robertjaybryant <Robertjaybryant@aol.com>

Sent: Tue, Apr 10, 2018 02:23 AM

Subject: Andrew Menzes Re: Audio Equipment Estimate CoastalSPNC

Hi Robert,

Please feel free to disseminate this email to all parties you see fit.

I took a couple hours and did a complete mental run through and priced out the products our system needs. I've included additions or replacements where applicable or needed.

In my professional opinion, this list below would be the most economical way to bring our audio system up to speed without a complete overhaul and includes items the council has needed at past community events.

Following the four criteria listed below is a list of update-able (Needed) Audio equipment.

Further below that is a (Requested) New Video equipment and a (Requested) New Public Emergency Audio Equipment list I added for our community board forums and public safety Committee functions / forums.

As a note, all purchasing and setting up of our new equipment listed in this estimate is to be handled by us so we will not be charged an arm and a leg for a system we have to tear down and reconfigure anyway.

Items listed below meet and follow 4 criteria;

- 1) Ease of use. -If we have an emergency meeting, The system can be used and setup by any board member or person filling my position.
- 2) Size and Storage. -System is Safe and Portable also it does not take up more than the

necessary storage space for Kristina's peace of mind.

3) Minutes and Clerical. -System is built to be the best and simplest way for our Minute taker to hear, use and receive recordings of board actions, votes, etc.

4) Board and Stakeholder needs. - System is compatible with all ADA Hard/Loss of Hearing, Foreign language translator, Public presentation and Local News/TV Equipment (Rare, but we've supplied it at our public forums before).

All Estimates are at cost in US dollars and Price checked 4/10/2018 shipping and taxes included then rounded up to nearest \$10.

Needed New Audio Equipment

Cables- \$130 (XLR)

Wireless Microphone System- \$900 (FCC 2020 Compliant)

PA Monitors- \$300

Microphone Stands- \$150

Digital Audio Recorder- \$250

External Hard drive - \$100

USB Data Sticks -\$50 (Audio Minutes)

Audio Total \$2060-

Requested New Video Equipment

PC Laptop -\$800 (Audio and Video Editing and backup for Minutes)

Video Camera(s) -\$300 (Video Minutes and Public Announcements for Website)** It wont be CSPAN but we would be able to post some videos**

New Video Total \$1200-

Requested New Emergency/ Public Forum Audio/ ESRT Equipment

Megaphones- \$650 (Public Forum / Public Safety Committee use)

2 Way Radios w/ Base Stations - \$600 (Public Emergency Event / Public Safety Committee use)

New ESRT Total \$1250-

Labor and Setup \$950

Estimate Total \$5460-

I will guarantee all prices to hold true for at least 2 months.

All prices above are at cost and all money I stand to make is for time and services rendered. If the board finds this to be within our budget I will Invoice the above estimate total in full and purchase the listed equipment.

All equipment shall be ordered and shipped to CoastalSPNC's storage at Kristina's Office and ready to roll at the Board and Stakeholder meeting in August 2018.

After setup, I will submit a full inventory and dremel permanent ID Numbers and CoastalSPNC's Name onto equipment and fulfill any requirements we're asked of by the City of Los Angeles.

Old equipment shall then be boxed and placed in CoastalSPNC's storage for backup or returned to the City of Los Angeles.

Respectfully submitted,

- Andrew P. Menzes