



minutes

# COASTAL SAN PEDRO NEIGHBORHOOD COUNCIL

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## Thursday, April 11, 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 6:00 pm by Chair Robert Bryant. There was a quorum with 3 committee members, and 2 others present.

#### **Committee Members**

Robert Bryant, Chair	Present
Bob Gelfand	Absent
Adele Healy	Present
Kathleen Martin	Present
Dean Pentcheff	Excused

#### **Other Attendees**

Doug Epperhart  
 Louis Dominguez  
 Amber Sheikh Ginsberg  
 Representatives from all 5  
 organizations submitting NPGs

- 2. PUBLIC COMMENT ON NON-AGENDA ITEMS** – John Stinson reported upcoming events by San Pedro Art Association.
- 3. UPDATE ON STATUS OF TREASURER** – Treasurer Louis Dominguez has completed in person funding training.
- 4. UPDATE ON STATUS OF PURCHASE CARD HOLDER** – No new information.
- 5. UPDATE ON ALTERNATE SECOND SIGNER** – Committee recommends Robert Bryant be the Alternate Second Signer. Approved unanimously.
- 6. REVIEW RECEIVED NPG GRANT APPLICATIONS AND VOTE ON RECOMMENDATIONS TO FULL BOARD**
  - Angels Gare Park for Music by the Sea – \$5,000
  - Clean San Pedro – \$1,500
  - Harbor Interfaith Services – \$5,000
  - Marine Mammal Care Center for Seal Day 2018 – \$5,000
  - San Pedro Art Association for 2018 Harbor-Wide All-Grades Student Art Competition – \$5,000

Motion by **Adele Healy** to recommend to the full board to fund all of the above Neighborhood Purpose Grant application submissions, second by **Kathleen Martin**, and passed with 1 yes (Healy), 0 no, and 2 abstentions (Bryant and Martin).
- 7. DISCUSS AND POSSIBLE RECOMMENDATIONS TO FULL BOARD TO CONTRIBUTE FUNDS TO THE ANNUAL NEIGHBORHOOD CONGRESS AND NEIGHBORHOOD COUNCIL BUDGET ADVOCATES** – Discussion. Recommend contributing \$250 to each. Approved unanimously.
- 8. APPROVE AND VOTE ON POSSIBLE BUDGET ADJUSTMENTS** – Please see attached detail. Approved unanimously.
- 9. REVIEW SUBMITTED COMMITTEE FUNDING REQUEST FORMS** – None
- 10. PUBLIC COMMENT AND COMMITTEE MEMBER COMMENT** – None
- 11. SET DATE FOR NEXT BUDGET AND FINANCE COMMITTEE MEETING** – The next meeting will be Thursday, May 3, 2018, 6:30 pm, location to be announced.

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**12. ADJOURNMENT:** The meeting was adjourned at 7:30 pm.

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

	budget	actual	difference	est. add. cost	available to re-allocate	recommended re-allocation
<b>100 OPERATIONS</b>						
Audio services	\$ 1,800.00	\$ -	\$ 1,800.00	\$ 900.00	\$ (900.00)	
Virtual office	\$ 7,000.00	\$ 3,644.98	\$ 3,355.02	\$ 1,400.00	\$ 1,955.02	\$ 1,050.00
Board retreat	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ 500.00
Temporary staff transcription	\$ 2,000.00	\$ 2,207.43	\$ (207.43)	\$ 1,100.00	\$ (1,307.43)	
Temporary staff bookkeeping	\$ 6,000.00	\$ -	\$ 6,000.00	\$ 1,750.00	\$ 4,250.00	\$ 3,000.00
Postage / P.O. box	\$ 900.00	\$ -	\$ 900.00	\$ -	\$ 900.00	\$ 900.00
Sound system	\$ 6,000.00	\$ -	\$ 6,000.00	\$ 5,500.00	\$ 500.00	\$ 500.00
<b>TOTALS</b>	<b>\$ 24,200.00</b>	<b>\$ 5,852.41</b>	<b>\$ 18,347.59</b>	<b>\$ 10,650.00</b>	<b>\$ 5,897.59</b>	<b>\$ 5,950.00</b>
<b>200 OUTREACH</b>						
Refreshments	\$ 2,400.00	\$ 1,089.59	\$ 1,310.41	\$ 600.00	\$ 710.41	\$ 700.00
Posters / flyers / printing	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ 500.00
Holiday events	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 300.00	\$ 700.00	\$ 700.00
Advertising	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ 500.00
<b>TOTALS</b>	<b>\$ 4,400.00</b>	<b>\$ 1,089.59</b>	<b>\$ 3,310.41</b>	<b>\$ 900.00</b>	<b>\$ 2,410.41</b>	<b>\$ 2,400.00</b>
<b>300 COMMUNITY IMPROVEMENT PROJECTS</b>						
Previous fiscal year	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 10,000.00</b>	<b>\$ 10,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>400 NEIGHBORHOOD IMPROVEMENT GRANTS</b>						
Previous fiscal year	\$ 5,800.00	\$ 5,800.00	\$ -	\$ -	\$ -	\$ -
Autumn 2017	\$ 2,500.00	\$ 2,250.00	\$ 250.00	\$ -	\$ 250.00	\$ 250.00
Spring 2018	\$ 4,000.00	\$ -	\$ 4,000.00	\$ 19,500.00	\$ (15,500.00)	\$ (15,500.00)
<b>TOTALS</b>	<b>\$ 12,300.00</b>	<b>\$ 8,050.00</b>	<b>\$ 4,250.00</b>	<b>\$ 19,500.00</b>	<b>\$ (15,250.00)</b>	<b>\$ (15,250.00)</b>
<b>500 ELECTION</b>						
Newsletter	\$ 3,600.00	\$ -	\$ 3,600.00	\$ -	\$ 3,600.00	\$ 3,600.00
Bulk mail permit	\$ 215.00	\$ -	\$ 215.00	\$ -	\$ 215.00	\$ 215.00
Election programming	\$ 3,085.00	\$ -	\$ 3,085.00	\$ -	\$ 3,085.00	\$ 3,085.00
<b>TOTALS</b>	<b>\$ 6,900.00</b>	<b>\$ -</b>	<b>\$ 6,900.00</b>	<b>\$ -</b>	<b>\$ 6,900.00</b>	<b>\$ 6,900.00</b>
<b>GRAND TOTALS</b>	<b>\$ 57,800.00</b>	<b>\$ 24,992.00</b>	<b>\$ 32,808.00</b>	<b>\$ 31,050.00</b>	<b>\$ (42.00)</b>	<b>\$ -</b>