

Historic Highland Park Neighborhood Council
 Budget & Finance Committee Meeting Minutes
 January 5th, 2020 7:30pm
 Virtual Meeting
 Los Angeles, CA 90042

DRAFT Minutes

1. Call to Order **7:37pm**
2. Roll Call

Committee Member	Present	Not Present
Emily	X	
Robert		x
Theresa	x	

Robert promoted to panelist at 7:42.

3. General Public Comments on Non-Agenda Items—Comments from the public on non-agenda items within the Board’s jurisdiction (Limited to 5 min, max 1 min per speaker)
Public Comment: None

4. [2 min] Motion to approve agenda.

Public Comment: None

Theresa moves to approve the agenda. Emily seconds.

	For	Against	Abstain	Recused	Ineligible	Absent
Emily	X					
Theresa	X					
Robert						x
Total:	2					1

Motion carries.

5. **Financial Outlook/Overview**

Public Comment: None

Emily reported that new NPG requests have been much more organized in the past month. One current issue is paying for digital ad space for upcoming elections. Otherwise new financial matters have been going much more smoothly.

6. **New Business**

- a. Discussion/Motion: Adding stakeholders to the Budget & Finance Committee

Stakeholder Cuc Phan who formerly lived with Estrella Sainburg’s family in the past and was encouraged to join the committee, expressed interest in joining. Robert motioned to add stakeholder to committee. Emily seconds.

Public Comment: None

	For	Against	Abstain	Recused	Ineligible	Absent
Emily	X					
Robert	X					
Theresa	X					
Total:	3					

Motion carries.

b. Pending Grant Applications

i. Discussion/motion: SELAH NHC NPG Application (Dec 21.2020)

Norma and Cooper presented. Emily asked for logistical details. Norma explained the existing process for the initiative that has been utilized in Eagle Rock. Norma addressed concerns regarding excess, item distribution, determination of items distributed, data collection (service/resource requests, preferences, needs displayed), resource allocation (funds granted will specifically be used for highland park). Volunteers are collected through a systematic process including onboarding and training. Excess of volunteers has allowed program to expand and flourish. HHPNC Homeless Liaison Sasha spoke of research that went into recommending SELAH for this type of initiative and ability of this type of effort to evolve into a permanent Homelessness Committee. Robert motions to approve SELAH NHC NPG Application. Emily seconds.

Public Comment: None

	For	Against	Abstain	Recused	Ineligible	Absent
Emily	X					
Robert	X					
Theresa	X					
Total:	3					

Motion carries.

c. Discussion/motion: to determine 3 to 5 goals for finance committee to reach by end of board term (board term will either be early may or end of JUne. This is TBD by DONE). Decide as a part of our goals the dates by when you would like to see any relevant agenda items on the general board agenda and any financial requests attached to your goals. *The purpose of this is to allow the board to become*

can work across committees to be efficient and address any gaps that we have in meeting the community needs.

Emily's first goal is "to submit paperwork on time" and find someone interested in the treasurer position and begin funding training and further knowledge needed for the role in preparation for the new term. Terri spoke of listing simplified steps to applying for Npg on Committee page and Robert spoke of regular funds for food distribution on a monthly basis. Emily spoke of need for non-profit to be very organized and systematic in their efforts similar to SELAH in order for ease of the process. A next possible step is to speak with Jeannie who is working on outreach with non-profits that perform this type of service. Clarified goals with supporting info will be submitted before next Executive meeting to Emily to present on behalf of Finance Committee. Robert motions to attempt to bring outlined goals to fruition as a committee. Emily seconds.

Public Comment: None

	For	Against	Abstain	Recused	Ineligible	Absent
Emily	X					
Robert	X					
Theresa	X					
Total:	3					

Motion carries.

7. **Discussion/motion:** Motion to approve standing meeting date and time.

Dates for standing meeting times until end of term 7:30pm 2/2, 3/2, 4/6, 5/4

Theresa motions for the stated dates to be the approved meeting times. Emily seconds

Public Comment: None

	For	Against	Abstain	Recused	Ineligible	Absent
Emily	X					
Robert	X					
Theresa	X					
Total:	3					

Motion carries.

8. **Adjournment /** Levantar la session

Robert motions Emily seconds 8:26pm

Public Comment: None

	For	Against	Abstain	Recused	Ineligible	Absent
--	-----	---------	---------	---------	------------	--------

Emily	X					
Robert	X					
Theresa	X					
Total:	3					

Motion carries.