

BUDGET COMMITTEE MINUTES

June 9, 2011

7:00 PM

Harry Langdon Studio

111 North La Brea

Los Angeles, CA 90036

Members In attendance: Sheryl Turner, Chair; Sharon Lake, Bruce McCormick, Angela Guzman, Fathia Macauley.

Absent: Jeff Jacobberger, Yudy Machado

Guests: Charles Lindenblatt, Bruce Weinberg

The meeting was called to order at 7:00 pm. The March 24, 2011 minutes will be presented at the next meeting.

Chair Turner presented the year end report from Will Osbey of the DONE office. The report was not our report and Turner will ask Osbey to send the correct report.

There was discussion about the year end budget. The committee anticipates the reduction of the annual budget again this year from DONE. The anticipated amount will be \$40,000. No rollover of funds is anticipated.

The year end realignment of the budget was discussed. Sharon will correct any errors and complete the documents for distribution at the board meeting next week.

The committee voted to spend the line item for food for the next board meeting. Sheryl will organize the food purchase and delivery.

The acquisition of the new office printer should be announced to the board. There was discussion about the necessity for a policy and procedures manual, especially that might include training for committee chairs. Sheryl will see what she can do about forming such a manual.

The meeting was adjourned at 7:45 pm.

Sheryl Turner, Chair