

Budget Committee
MINUTES
Wednesday July 6, 2011, 6:30 pm
NCJW, 543 N Fairfax Ave., Rm 106
Los Angeles, CA 90036

Call to Order: The meeting was called to order at 6:35pm. Present: Angela (acting chair), Yudy Machado, Sheryl Turner, Sharon Lake plus 2 guests, J. Jacobberger and C Lindenblatt. Absent: Fathia McCauley and Bruce McCormick

Minutes of 6/9/11 meeting were approved after corrections.

Final Budget 2010-2011: Full Board approval given at last meeting. *No further action.*

Requests for expenditures Fiscal 2011-2012:

a) Jeff Jacobberger presented regarding TPS project for Bike L A (Sept 2011) for bike valet service \$1,300.00 plus other sundry costs for a total of \$1,500.00. Jeff explained that as the Bike L A and the bicycle valet issue had been discussed in committee (TPS May and June 2011) and because of scheduling dates, LACMA (sponsor) publication deadline date 7/14/11 and next TPS meeting date 7/19/11, plus there is no official chair for TPS at this time due to MCWCC recent elections, the Budget committee could present a motion for the bike valet before the full Board on 7/12/11.

Action: After discussion, it was agreed that this instance does not set a precedent and, under these circumstances, Budget Committee approved the presentation of a motion for the bike valet. Jeff will prepare a motion to be presented before the full board at the 7/12/2011 meeting; Item included in TPS overall allotment of \$2,000 for FY 2011-2012.

b) Public Safety written request \$350 for National Night Out for unexpected expenses that could arise in spite of their donations and careful planning.

Action: Item included in Budget for FY 2011-2012 and Public Safety may bring this motion before full board for approval at 7/12/11 meeting.

QuickBooks on-line: Proposal to have training for Admin staff with Sharon Lake, Yudy Machado and Angie Guzman on Monday, 7/18/2011 at MCWCC office.

Other Budget Committee business:

a) Lease Renewal: Lease Agreement will be presented to full Board for approval at 7/12/11 meeting.

b) Projector: discussion regarding purchase of projector and Budget Committee found that it is not outright possible at the present time.

c) Purchase Card (P-Card): P-Card changeover was discussed. Angela spoke with Sonya Calloway of DONE who reports that P-Cards are opened and we may start using as of July 6, 2011.

d) Three outstanding DW's submitted to DONE: Friends of Fairfax Library, L A Neighborhood Initiative (San Vicente Meridian) and Pacific Solutions (graffiti removal) are encumbered from FY 2010-2011 and will be paid by the City in a week or two as per Sonya Calloway (DONE).

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Other Budget Committee business: (Cont.)

e) Rollover: There is no rollover from FY2010-2011.

f) Budget Cut: The City of Los Angeles implemented all Neighborhood Councils budget cut by 10% to \$40,500 for FY 2011-2012.

g) There needs to be a job description for Sonia.

h) Business cards need to be ordered for Yudy Machado, John Whitehead, Fathia McCauley and Stephanie Poretz. To be verified with Sonia and cards will be ordered.

i) Charles Lindenblatt became a member of the Budget Committee.

Budget for Fiscal 2011-2012: Given the budget cut of 10% to \$40,500 for FY 2011-2012, the Budget Committee considered funds that needed to be included, inserted amounts, changed some figures and finally agreed upon a balanced budget for FY 2011-2012.

Operational costs, outreach, each committee's budget allocations, non-committee specific allocation for community grant(s) and other items were all taken into account during this process.

Action: The Treasurer will present the balanced budget FY 2011-2012, in motion form, to the full Board for approval and submission to DONE.

Next Budget Committee Meeting will be held Wednesday, August 3, 2011 at 6:30pm in MCWCC office.

Adjourn at 8:50pm

Submitted by

Angela Guzman, Treasurer

Mid City West Community Council