



MINUTES

Virtual Budget & Finance Committee Meeting

Monday, May 18, 2020, Noon – 2:00 pm

To Join Meeting Dial (669) 900-6833

Meeting ID: 963 9614 4678

- 1. Call to Order and Roll Call:** Jacqueline Le Kennedy called the meeting to order at 12:03 pm.
6 Present: Jacqueline Le Kennedy, Chair, Robin Greenberg, Cathy Wayne, Rob Farber, Heather Roy, Philip Enderwood; **1 Absent:** Kristie Holmes
- 2. Motion:** Approve May 18, 2020 Budget & Finance Committee meeting Agenda. Jacqueline noted one correction: As of Thursday, June 15th Shawna notified us that 21st of June is the last day to submit check request and NPG applications rather than June 1st; **moved** by Jacqueline; Cathy Wayne **seconded**. **6/0/0; approved as corrected.**
- 3. Motion:** Approve November 15, 2019 Budget & Finance Committee Minutes. (**Attachment A**) Jacqueline **moved**; Philip **seconded**; **6/0/0; approved.**
- 4. General Public Comments**
- 5. Chair Report** – Update by Chair, Jacqueline Le Kennedy
- 6. Review & Discussion of Budget Worksheets (Attachment B)**
Jacqueline gave update on the status of our funds. Cathy Wayne asked if we will have enough to roll over if budget will not be as big next FY. Jacqueline noted that the City's budget has not been approved yet, but reports show roughly 32 million dollars divided by 99 NCs give each NC \$32,500; last year 42 million = \$42,000. Whatever we don't use for NPGs or outreach will be rolled over.

Discussion was held on staffing expense, how to integrate functions to board members. Jacqueline noted that Staffing only went a little over & Outreach went over allocated budget bucket. She referenced characteristics of our board members, volume, number of NC members, and that Cathy brings forth a lot of institutional knowledge.

Nickie Miner noted that she has been with the board a long way back and was on the board without an admin assistant, when it was a chaotic mess; that most of us are not capable of doing the kinds of things for us. She expects negative consequences if we cut back on what she gets, noting that our administrative assistant is well worth the expense. Philip noted that we are growing with tech knowledge, that we can use software to streamline Cathy's position. Philip will help make her job easier. Jacqueline noted that we will figure that out before the next year's budget, for the next budget meeting. Cathy Wayne brought up the staffing agency that takes a percentage of what is charged, that it is not fair to Cathy that she is putting in a lot of time and not getting paid for it.

Cathy Wayne expressed concern that there is not enough of a budget for next year; tends to ask for a postponement for some of the motions until after the fiscal year, so we can budget appropriately for these expenditures; we don't know what will be left; these expenditures are not an urgency. Jacqueline acknowledged these concerns and does not think we'll propose much for NPGs next year, noting that if we want to consider NPGs, would be this year. Cathy Wayne noted that there are a couple items here that she doesn't see as necessary and Outreach items which could be postponed to July/August when we are aware of what we have. Jacqueline noted we can amend budget.

Review & Consideration of 3 Neighborhood Purpose Grants: (To recommend board approve)

7. **Review, Discussion & Possible Motion:** NPG from 501(c)(3) by Parents, Educators/Teachers and Students in Action, submitted by Seymour Amster, Executive Director for “COVID-19 Critical Needs Services,” “COVID-19 Hero Project”
Requested of NC: Personnel Related: \$1,000 (Total Projected Cost: \$3,500)
Requested of NC: Non-Personnel Related: \$1,500 (Total Projected Cost: \$2,500) (Attachment C)

Jacqueline introduced the President, Seymour Amster, who presented project, followed by Q&A.

He is an alumna of Roscomare Elementary School and to connect to Roscomare Road, he has 20-30 alumna who reached out to him on FB, including former teacher, Diane Slavin; he has an opportunity to have a project at Roscomare Elementary School. It is supported by CM and LA County office of education. They are the nonprofit arm of the teen court; addressing potential issue outside of court system: 1) social distancing violations; 2) increase of racism. In the criminal court, services dramatically reduced for anything other than criminal. This is a way to open the courts up to not have an additional burden not put on the courts. They will look at other schools. Graduates from University High School.

Idea 1) online presentations and material on COVID-19 Hero Series. They explain why they should social distance, listen to their teachers; why they have to do these things. They’ll have an opportunity to write a letter why they are a COVID Hero. 2) Stigmatized art project to submit to them to get an award. Doing this 3-4 years. Presenters are grads from Museum of Tolerance program dealing with hate, bias and acceptance, and bring them to the schools. If he can get authority would like to reach out to the principal at Roscomare School in June before they come back. This NC will not be funding – strong feeling for Ruth Cahan, a principal at Roscomare, would like to set up a scholarship to honor her. They also have tutoring, mental health programs. This will bring strong support to Roscomare Elementary School at a critical moment. Philip: They’ll be asking for NPGs for every NC, and always spends the money for in each NC district. Insurance, overhead, salaries is funded in other ways. Any children at risk who are living in this neighborhood who need to take advantage of this program? 75% of children are undergoing stress at this time; there will be resistance from children to adhering to the social distancing rules.

Philip: Most of what you do is the Teen court program?

Most of what we do is bring supportive services to the youth; teen court, restorative justice circles, developmental disability; they bring social worker support. As of now, any student referred to them or not has access to tutoring, mentoring and play group programs. See a huge need and concern what is happening to their youth. He is a criminal defense attorney. He knows that through education we can stop deviant behavior. There was a youth in this district who was selling drugs to a number of schools, from a very high income family, referred to them by the DA’s program.

Philip opined that we don’t have a program with their youth. Roscomare Elementary is K-5.

Our material is designed for K-5; also have residents navigating to University High. Didn’t come to this NC before because they didn’t think they had a program that would fit this NC area. This program addresses this issue. Your learning has been disrupted. This is a support system for this; concerned about racism and social distancing orders if you are at risk or not.

Cathy Wayne: Who is the personnel? Primarily presenters. Cathy thinks it should be donation.
Seymour: They like to use donations. They have to fund all parts of it. They feel their presenters are

college students, who have been in their teen court program and now in their alumna association. To give back to them. UCLA. Donations have been dramatically reduced.

Heather: Not understanding how many children are getting help.

One diverted youth will be serviced by going to Museum of Tolerance program. All of the Roscomare children will K-5 when school is back on. Small number of businesses to have them spread information on what they're doing to start the outreach that way. Then those residents who attend UNI High. They'll also reach out to Emerson Middle School. They'll need to supplement this with other funding sources. Court says you need to do this citywide. In areas that shows local support. They need to know what we are each doing about it. Concern that there will be complaints when the courts are limited. Getting marching orders from Court. Paul Koretz supports this.

Cathy: Uni and Emerson are not in our district. Roscomare is.

Philip: We need to localize our efforts. Roscomare, Bellagio Charter, Wonderland Elementary.

Motion: Jacqueline moved to purpose this to the general board, approve PESAs request for an NPG grant.

Nickie would like to see options for the NPG money. How much would be just a drop in the bucket. Nickie can see the need for this, but it's not a fit for asking for a limited amount for NPGs, if we had a lot of money; she'd say go for it. Moved to #8.

Seymour: How many students will our funds reach?

Paul Koretz office and they will go to each school, and ask to put on the presentations, used to be 30 students; will now be 15 students per class; at least 1500 to 2000 students. The presentations are on top of what they'll be doing in the meantime with Paul Koretz's office. This is to show support from the area to concentrate there.

Heather & Cathy: CD4. He noted that CM Ryu has been given a presentation. At this point he has CD5 onboard.

He would prefer 1500 rather than 1000. He has written many checks for this organization. We're going to have a problem. Masks for students.

Public Comments: Nickie: Nobody anticipated that we'd be in this situation. If this helps schools, it's a good idea to give it over to the schools rather than roll over to next year.

She'd like this to go for this.

Seymour: CD4 & CD5 is covered. Robin: Paul Koretz has funded this in previous years.

Their office doesn't have it.

Robin: Commends him for everything that he is doing; worthwhile cause. He hasn't come to the RVA or BAHA board. Salary: In the negative this year. \$7,500 and thrown in \$20,000.

He supports himself from his funds as an attorney.

Jacqueline: Change amount to bare minimum \$1,500 and revisit amounts next fiscal year. We still

have \$2,250 to roll over from NPG bucket to next year. There is 4,000 operating expenses and outreach. Heather: If it goes before the whole body, and we change the amount at that time. The board will be able to increase or lower at the meeting.

Jacqueline **moved** to approve NPG for \$1,500; Heather **seconded**. **2 Yes**: Heather & Jacqueline
4 No: Cathy, Robin, Phil & Rob.

8. **Review, Discussion & Possible Motion**: NPG from 501(c)(3), Citizens for Los Angeles Wildlife, (CLAW) submitted by Tony Tucci, Co-Director, to purchase two (2) Bushnell 30 MP Core Trail Cameras with SD Card and two (2) security boxes for purpose of documenting open space/wildlife in their habitat in Los Angeles, replacing two cameras in the Bel Air-Beverly Crest region.
Requested of NC: \$532.54 (Attachment D)

Moved by Philip; Cathy **seconded**. **6 Yes**: Cathy, Heather, Robin, Philip, Rob, Jacqueline **Passed**.
Will present to the board for approval.

9. **Review, Discussion & Possible Motion**: **DEFERRED**
NPG from 501(c)(3), Laurel Canyon Land Trust, **Pending** City Attorney/City Clerk Neighborhood Council approval, for submission for brush clearance of acquired open space parcels; contractor from LAFD 2020 Brush Contractor's List. **Requested of NC: Personnel Related: \$0; Non-Personnel Related: \$2,000.00 (Total Projected Cost: \$2,000.00) (Attachment E) NPG was not submitted yet, pending clearance by City Attorney. If it were to be cleared, Jamie and Heather would recuse themselves.**

IMPORTANT FISCAL DATES

- i. **May 20, 2020 - Final date to submit event requests scheduled through July 15th, 2020**
- ii. **June 21, 2020 - Final date to submit a check payment request, including NPG applications**
- iii. **June 20, 2020 - Final date to make purchases with the NC bank card**

10. **Adjournment** moved, seconded and meeting adjourned at 1:12pm.

11. **Next Meeting Date: TBD**

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