

# CITY OF LOS ANGELES

CALIFORNIA



## SHERMAN OAKS NEIGHBORHOOD COUNCIL

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### Committee Members:

Tom Capps – Chair

Jeffery Hartsough

Howard Katchen

Lisa Petrus

Candy Williams

### Sherman Oaks Neighborhood Council Finance Committee Meeting Minutes Wednesday, February 27, 2019 6:30 PM 5056 Van Nuys Blvd. Bldg C Sherman Oaks 91423

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The meeting was called to order by Chair, Tom Capps at 6:34 PM

Present: J. Hartsough, H. Katchen, L. Petrus, C. Williams, T. Capps

Minutes for the following meetings were reviewed at approved:

Meeting of September 26, 2018. Motion to approve by L. Petrus, second by H. Katchen.  
Motion to Approve T. Capps, H. Katchen, L. Petrus, J.Hartsough – Abstained – C. Williams;

Meeting of October 24, 2018. Motion to approve by H. Katchen, second by L. Petrus. Motion  
to Approve – T. Capps, H. Katchen, L. Petrus – Abstain – C. Williams, J. Hartsough;

Meeting of November 28, 2018. Motion to approve by J. Hartsough, second by L. Petrus.  
Motion to approve – T.Capps, L.Petrus, H. Katchen, J. Hartsough Abstain – C. Williams;

Meeting of January 30, 2018. Motion to approve by C. Williams, second by J. Hartsough.  
Motion to approve – T. Capps, C. Williams, J. Hartsough Abstain – H. Katchen, L. Petrus.

No elected officials or staff were present.

There were request by the public on non-agenda items within the Committee's jurisdiction.

### Chairs Report –

Chair reported on the City Clerks's Funding and Portal Training held on February 26, 2019 at the Empower LA's office. Chair announced that Candy Williams had completed funding training and that she was now certified to assume responsibilities of Card Holder.

Chair also announced to the committee that the only responsibility of the Finance Committee in reviewing events would be limited to only review of the itemized budget of the event. The completion of the event form and obtaining approval for the event would be the sole responsibility of the Event Chair.

Chair announced that the new funding policy guidelines issued in January 2019 included a provision for a carryover of \$10,000 to the next fiscal year. The policy is still not fully designed and that a motion for a carryover would be placed on the next Finance Committee agenda as a possible action item.

**The following actions were taken by the Committee:**

A motion to approve the monthly expense report for the period ending January 31, 2019; Motion to approve by L.Petrus, seconded by H. Katchen. Approved unanimously

A motion to approve a Neighborhood Purposes grant to the Los Angeles Responsible Pit Bull Owners, a 501-3C of up to \$4,000 for industrial dishwasher for East Valley Animal Shelter was tabled by Chair.

A motion to approve a Neighborhood Purposes grant to the Los Angeles Responsible Pit Bull Owners, a 501-3C of up to \$2,100 for Training for shelter volunteers, shelter fosters, and shelter dogs for a year and a LARPBO Shelter Intervention & Prevention Program ("SIPP") group training vouchers provided to dog owners to (a) intervene where it is deemed dog training would keep the owner from surrendering a pup and (b) prevent dogs from being returned to the shelter. Motion was tabled by Chair.

A motion to approve a Neighborhood Purposes Grant to Northridge Hospital Foundation (C.A.T.S) of up to \$2,500 to support the Center for Assault Treatment Services (C.A.T.S) 16th Annual Victory for Victims Walk/Run. This event is to raise awareness of sexual and domestic violence while raising funds to continue to provide all services at C.A.T.S free of charge to victims. C.A.T.S is dedicated to treating children and adults affected by violence. Motion was tabled by Chair.

A motion to approve a Neighborhood Purposes Grant to the Southern California Preparedness Foundation of up to \$850 to participation in the 12th Annual Valley Disaster Preparedness Fair on or about Saturday, October 12, 2019, sponsored by the Southern California Preparedness Foundation. Motion to approve by L.Petrus, seconded by H. Katchen. Motion approved unanimously.

A motion to approve up to \$600 for refreshments at Board and other Brown Act meetings by the Sherman Oaks Neighborhood Council; Motion to approve by J. Hartsough, seconded by H.Katchen. Motion approved unanimously.

A motion to approve up to \$2,500 for payments to Lloyds Staffing for administrative and minute taking services. Motion to approve by L. Petrus, seconded by H.Katchen. Motion approved unanimously.

A motion to approve a revised budget, if required, to align the expenditures approved at the Finance Meeting. Motion tabled by Chair.

**Announcements by Committee** – Howard Katchen gave a report on the Budget Advocate's activities.

As there was no other business before the Committee, the meeting was adjourned by the Chair at 8:40 PM.