



West Hills Neighborhood Council

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DRAFT JOINT BOARD AND BUDGET COMMITTEE MEETING MINUTES

Tuesday, November 19, 2019

Chaminade Condon Center

23260 Saticoy Street, West Hills, CA 91304

Committee Members in Attendance: Aida Abkarians, Dan Brin, Anthony Brosamle, Bob Brostoff, Carolyn Greenwood, Bonnie Klea, Steve Randall, Joan Trent, Myrl Schreibman, Alec Uzameck and Brad Vanderhoof

Absent: Sandi Bell, Charlene Rothstein and Bobbi Trantafello

Public Comment: None

Approval of October 2019 minutes: The October 15, 2019 minutes were approved as amended.

Comments from Co-chairs: None

OLD BUSINESS:

1. Discussion and possible action on Budget Committee Procedures for funding.

Co-Chair, Bob Brostoff explained that these are the procedures presented at the September meeting and the committee was to review them and be prepared to provide any comments/corrections or changes. Dan Brin did make a suggestion. He suggested that under item number 2, third bullet that "for the next fiscal year" be inserted after the word Committee.

The suggested amendment was moved and seconded. The additional wording was unanimously approved.

NEW BUSINESS:

2. Discussion and possible action on approval of \$25 budget expenditure for candy to fill WHNC ceramic logo mugs from the Communications Committee budget, line 11.

Brad Vanderhoof explained that there are about 100 mugs and these will be used as a promotional item. **Motion to approve the \$25 expenditure passed unanimously.**

3. Discussion and possible action on funding the 2020 Homeless Count in the amount of \$150.00 for refreshments from the Homelessness Committee, line 20.

Per the Spending Request Form, \$75 is for snacks and \$75 is for beverages. **Motion to fund the 2020 Homeless Count in the amount of \$150 passed unanimously.**

4. Discussion and possible action on an Event Approval form for the Beautification Committee for the January monthly Cleanup. Expenses to come from the Beautification Committee's CIP account, line 29.

Co-Chair, Bob Brostoff explained that there was some confusion regarding the need for an Event Approval form for each cleanup. Mr. Brostoff stated that he discussed the matter with the WHNC Funding Program Representative and was advised that since this is a monthly event one Event Approval form could be completed stating that the event will occur monthly with a cost not to exceed \$50.00. At this time, the Beautification Committee is ready to only submit the Event Approval for January. **Event Approval form for the January monthly cleanup with a budget of up to \$30 was unanimously approved.**

5. Discussion and possible action on approving expenditure of \$1,150.00 for Valentine's Day Dance, line item 14.

Last month \$400 was moved from line 12, Halloween Houses on Display, to line 14, Senior Valentine's Day Dance, bringing the total to \$1,150. At this time, the Special Events Committee is submitting the projected budget for approval. They will prepare the Event Approval form to be submitted with the budget to the WHNC Board at the December meeting for submission to the City Clerk. **Preliminary budget of \$1,150.00 for the Valentine's Day Dance was approved unanimously.**

Meeting adjourned 8:30 p.m.