



agenda

COASTAL SAN PEDRO NEIGHBORHOOD COUNCIL

locally listening & leading ... 

CSPNC | Budget and Finance Committee Meeting

Thursday, March 28, 2019 | 6:30 PM

LOCATION: Angels Gate Park – Building G
3601 S. Gaffey Street
San Pedro, CA 90731

Participation is open to all Stakeholders of the Coastal San Pedro Neighborhood Council.

agenda

1. Welcome and call to order – 5 minutes
2. Public comment on non-agenda items – 5 minutes
3. Treasurer's Report – 5 minutes
 - a. Approve CSPNC 2018-2019 Fiscal Year inventory (see attached detail).
 - b. Update on second round of NPG applications.
 - c. Approve budget to actual spending to date (see attached detail).
4. Review procedure for using Building G for meetings – 5 minutes
5. Review submitted committee Funding Request Forms (if any) – 5 minutes
6. Public comment and committee member comments – 5 minutes
7. Adjournment. The next regular meeting will be Thursday, March 28, 2019 at 6:30 p.m.

For more information, please call 310-918-8650; write to CSPNC, 1840 S. Gaffey Street #34, San Pedro, CA 90731; or visit the Coastal San Pedro Neighborhood Council website at www.cspnc.org.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS—The public can address the Committee on any agenda item before the Committee takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda will be heard during the General Public Comment period. Please note that under the Brown Act, the Committee is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Committee meeting.

THE AMERICAN WITH DISABILITIES ACT - As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment at 310.918.8650.

PUBLIC ACCESS OF RECORDS – In compliance with government code section 54957.5, non-exempt writings that are distributed to all or a majority of the Board members in advance of a meeting may be viewed at 1840 S Gaffey St, San Pedro, CA 90731, at our website: www.cspnc.org, or at a scheduled meeting. In addition, if you would like a copy of any record related to an item on the Agenda, please contact the Coastal San Pedro Neighborhood Council at 310.918.8650.

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RECONSIDERATION AND GRIEVANCE PROCESS: For information on the Coastal San Pedro Neighborhood Council's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the CSPNC Bylaws. The Bylaws are available at our Board meetings and our website <http://www.cspnc.org>

SERVICIOS DE TRADUCCION -- Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a the CSPNC Secretary, al 213.978-1551 por correo electrónico board@cspnc.org para avisar al Concejo Vecinal.

Coastal San Pedro Neighborhood Council

Date: 3/14/2019

List of CSPNC Property

Quantity	Details	In Use	Serial #
1	Overhead Laptop	Yes	19CSPNC001
1	Audio Edit Laptop	Yes	19CSPNC002
1	External Hard Drive Toshiba	Yes	68O4TPRDT10F
1	Gemini DRP-1 Digital Recorder	Yes	1621H19478
8	USB Flash Dirves	Yes	N/A
1	PDW Wireless Microphone Rack	Yes	PDWM8300
8	PDW Wireless Tabletop Microphones	Yes	N/A
1	Precision Design Camera Tripod	Yes	N/A
1	12"x14"x4" Roadcase (camera)	Yes	N/A
1	Sony HDR-CX405	Yes	4272250
2	Sony NP-BX1 Batteries (camera)	Yes	N/A
1	Behringer PA Speaker	Yes	S180300778977
1	Behringer PA Speaker	Yes	S180300774977

FROM DECEMBER 2017

Sound Equipment	Yamaha	M16/6fx
Sound Equipment	Tascam	Cc-222
Sound Equipment	Audio-technica	Atw-R700
Sound Equipment	Audio-technica	Atw-t702
Sound Equipment	JBL	Eon15p-1
Computer Hardware (Computer, Laptop, Tablet, Printer)	Epson	B-510dn
Electronics	Toshiba	Tdp-s25
Computer Hardware (Computer, Laptop, Tablet, Printer)	Hp	8000 dn

COASTAL SAN PEDRO NC
2018-2019 Fiscal Year Budget
Proposed reallocations for Thursday, March 28, 2019 B&F meeting

100 OPERATIONS	Approved Budget	Actual to Feb/Mar 2019	Remaining Balance	Projected Expendi- tures
Audio services	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 3,000.00
Virtual office	\$ 4,000.00	\$ 2,265.93	\$ 1,734.07	\$ 1,895.94
Web site upgrade	\$ 500.00	\$ 114.00	\$ 386.00	\$ 500.00
Temporary staff transcription	\$ 3,900.00	\$ 2,434.91	\$ 1,465.09	\$ 1,935.00
Temporary staff bookkeeping	\$ 4,425.00	\$ 2,307.20	\$ 2,117.80	\$ 1,442.00
Postage / P.O. box	\$ 175.00	\$ -	\$ 175.00	\$ 175.00
Committee Funding Requests	\$ 1,050.00	\$ -	\$ 450.00	\$ 450.00
Emerg Prep Committee		\$ -	\$ -	\$ 600.00
Rent - Angels Gate	\$ 2,800.00	\$ 1,962.50	\$ 837.50	\$ 1,400.00
Misc - Office	\$ 500.00	\$ 340.38	\$ 3.53	\$ -
Misc - Security from FY2017-2018		\$ 156.19		\$ -
Food/Refreshments	<u>\$ 2,400.00</u>	<u>\$ 1,629.95</u>	<u>\$ 770.05</u>	<u>\$ 1,000.00</u>
Misc - Security from FY2017-2018	22,750.00	\$11,211.06	\$10,939.04	\$ 12,397.94
 200 OUTREACH				
Newsletter	\$ 7,000.00	\$ 3,389.76	\$ 3,610.24	\$ 3,500.00
 300 COMMUNITY IMPROVEMENT PROJECTS				
Undesignated	\$ -	\$ -	\$ -	\$ -
 400 NEIGHBORHOOD IMPROVEMENT GRANTS				
Grants (autumn)	\$ 2,250.00	\$ 2,250.00	\$ -	
Grants (spring)	<u>\$ 8,000.00</u>	<u>\$ 8,000.00</u>	<u>\$ -</u>	
	10,250.00	\$10,250.00	\$ -	\$ -
 500 ELECTION				
Election programming	\$ 2,000.00			
Print media advertising		\$ 295.00	\$ 1,705.00	\$ 2,000.00
TOTALS	\$ 2,000.00	\$25,145.82	\$16,254.28	\$ 17,897.94
 Portal totals				
\$	31,750.00	CC Portal remaining bal	My remaining balance	
\$	10,250.00	16,483.42	\$14,549.28	
<u>\$</u>	<u>42,000.00</u>		CC Portal Exp to date	
		Spent	\$23,679.08	
		Pending	<u>\$ 1,837.50</u>	
			\$25,516.58	\$16,483.42