

CSPNC Budget and Finance Committee Report – May 12, 2014 Meeting

The CSPNC Budget and Finance Committee met on May 12, 2014 at the Marine Exchange conference room. Present: Ted Shirley, Dave Behar, Bob Gelfand, Lydia Gutierrez.

Agenda:

1. Meeting called to order
2. Public Comment
3. Discussion of sponsorship requests by San Pedro Art Association, Music by Sea, Dig4Kids, and Cabrillo Beach Beach Boosters.
 - a. B&F committee voted 4-0 to send a motion to the Agenda Committee to fund San Pedro Art Association for \$500, Music by Sea for \$500, Dig4Kids for \$225, and Cabrillo Beach Beach Boosters for \$1,000. (Amendment to fund SPA for \$750 and other three organizations for \$500 each failed).
4. Discussion of Budget/Board spending – currently there remains \$2,225 in the 2013-2014 budget that has not been spent or committed to expenditures. This remaining amount may be spent on requests from SPAA, Music by Sea, Dig4Kids, and CBB, depending on results on board voting at the upcoming meeting.
 - a. B&F committee will present 2014-2015 proposed budget at June 2014 meeting.
5. Public Comment - none
6. Meeting adjourned

NEW ACCOUNT ACTIVITY					
POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
04-02	04-01	EMA*EMMA EMAIL MARKETING 800-5954401 TN PUR ID: P00640834 TAX: 0.00	24906414091006875523206	5968	10.00
04-16	04-15	THE MAILROOM 310-514-1797 CA PUR ID: aidn6lmb TAX: 0.00	24506014105980056961912	7399	300.00
04-16	04-15	THE MAILROOM 310-514-1797 CA PUR ID: aldn6mmm TAX: 0.00	24506014105980056961979	7399	195.00

Default Accounting Code:			
CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER XXXX-XXXX-XXXX-5772		ACCOUNT SUMMARY
	STATEMENT DATE 04-21-14	DISPUTED AMOUNT \$.00	PREVIOUS BALANCE \$.00 PURCHASES & OTHER CHARGES \$505.00
SEND BILLING INQUIRIES TO: C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION P.O. BOX 6335 FARGO, ND 58125-6335	AMOUNT DUE \$ 0.00 DO NOT REMIT		CASH ADVANCES \$.00 CASH ADVANCE FEE \$.00 CREDITS \$.00
			TOTAL ACTIVITY \$505.00

Coastal San Pedro Neighborhood Council
Budget for Fiscal Year 2013-2014

Approved June 17, 2013

Spending To Date
05-9-14

2013-2014
Budget

Net (with
Commitments &
Estimated Costs) -
2013 - 2014

Net (Amount
Remaining)

Funds	
Yearly Allocation	37,000
Rollover	-
Total	37,000

Budget Codes	Category	Budget - Revised	Total	Net Total	Commitments & Estimated Costs	Net Estimated Total
	100 Operations					
AUD	Audio and Video Services	-	-	-	-	-
FAC	Facilities Related and Space Rental	1,130	1,129	1	1	1
POS	Postage	25	19	6	6	(0)
OFF	Office Equipment and Supplies	1,200	1,200	1,200	1,200	-
MIS	General Operations/Miscellaneous	4,360	1,492	2,868	2,950	(82)
EDU	Board Retreat/Training	280	279	1	1	1
TAC	Staffing and Temporary Help	-	-	-	-	-
TRL	Translation and Transcription	-	-	-	-	-
	Sub Total	6,995	2,920	4,075	4,156	(81)
	200 Outreach					
ADV	Advertising	20,100	16,371	3,729	3,250	479
ELE	Election Outreach and related costs	1,200	1,200	1,200	-	1,200
EVE	Outreach Events	-	-	-	-	-
POS	Postage/mailings	2,300	2,025	275	-	275
	Food and Refreshments for Events and Meetings	1,776	1,476	300	300	-
NEW	Newsletters	3,850	3,555	295	-	295
WEB	Website Maintenance	950	744	206	150	56
	Sub Total	30,176	24,171	6,005	3,700	2,305
	300 Community Improvement					
CIP	Community Improvement Projects	-	-	-	-	-
	Sub Total	-	-	-	-	-
	400 Neighborhood Purpose Grants					
GRT	Neighborhood Purpose Grants	-	-	-	-	-
	Sub Total	-	-	-	-	-
	Grand Total	37,171	27,090	10,081	7,856	2,225

2013-2014 Spending To Date

Date	Payee	Amount	Budget Category	Comments
7/7/13	Core Networks	\$ 44.95	WEB	Web hosting
7/13/13	Go Daddy	\$ 90.06	WEB	Web/domain charges
7/13/13	Go Daddy	\$ 209.97	WEB	Web/domain charges
7/15/13	Happy Daze Publishing	\$ 960.00	FAC	Storage Space Rental - for whole year
7/15/13	The Sandwich Salon	\$ 174.75	EVE	Meeting food
7/23/13	Go Daddy	\$ 217.36	WEB	Web/domain charges
7/26/13	Go Daddy	\$ 64.34	WEB	Web/domain charges
7/27/13	Go Daddy	\$ 362.21	WEB	Web/domain charges
8/1/13	Go Daddy	\$ (76.70)	WEB	Web/domain charges
8/7/13	Core Networks	\$ 44.95	WEB	Web hosting
8/11/13	Go Daddy	\$ 9.17	WEB	Web/domain charges
8/16/13	Sorrento's	\$ 175.00	EDU	Retreat
8/16/13	Trader Joe's	\$ 54.42	EDU	Retreat
8/16/13	Bagel's Galore	\$ 50.00	EDU	Retreat
8/16/13	Sir Speedy Printing	\$ 209.74	ADV	Notepads
8/19/13	Nazellie's	\$ 40.00	EVE	Meeting food
8/19/13	Maria's	\$ 83.79	EVE	Meeting food
8/19/13	One Hour Photo	\$ 105.00	ADV	Printing - certificates (mult. Months)
8/19/13	Von's	\$ 11.48	MIS	Water for meeting
8/30/13	Ave. I - PV on Net	\$ 350.00	MIS	Video services
9/7/13	Core Networks	\$ 44.95	WEB	Web hosting
9/26/13	The Corner Store	\$ 155.00	EVE/FAC	\$130 Meeting food, \$25 Room rental
10/4/13	The Mailroom	\$ 340.00	MIS	Kristina Smith - Admin. Services
10/8/13	Go Daddy	\$ (64.34)	WEB	Web/domain charges

10/19/13 Go Daddy	\$ (285.51)	WEB	Web/domain charges
10/19/13 Go Daddy	\$ (209.97)	WEB	Web/domain charges
10/19/13 Go Daddy	\$ (90.06)	WEB	Web/domain charges
10/19/13 Go Daddy	\$ (217.36)	WEB	Web/domain charges
10/21/13 Buono's	\$ 139.42	EVE	Meeting food
10/26/13 Ship N Mail	\$ 144.00	FAC	PO Box Rental
10/31/13 USPS	\$ 5.60	POS	Postage
10/30/13 Ship N Mail	\$ 1.30	MIS	Envelopes
11/13/13 Target	\$ 50.78	MIS	Water and boxes
11/18/13 Nazelie's	\$ 50.00	EVE	Meeting food
11/18/13 Maria's	\$ 55.00	EVE	Meeting food
11/18/13 The Sandwich Salon	\$ 55.30	EVE	Meeting food
11/20/13 Square - Neighborhood Watchout	\$ 750.00	ADV	Safety/Neighborhood Watch - Materials
11/30/13 Fedex Office	\$ 85.72	ADV	Safety/Neighborhood Watch - Materials
11/30/13 Fedex Office	\$ 6.52	ADV	Safety/Neighborhood Watch - Materials
11/29/13 Southbay Postal Service	\$ 5.60	POS	Postage
11/29/13 CVS	\$ 5.60	MIS	Envelopes
12/10/13 The Mailroom	\$ 195.00	MIS	Kristina Smith - Admin. Services
12/12/13 Square - Neighborhood Watchout	\$ 750.00	ADV	Safety/Neighborhood Watch - Materials
12/31/13 The Mailroom	\$ 195.00	MIS	Kristina Smith - Admin. Services
1/7/14 Square - Neighborhood Watchout	\$ 638.00	ADV	Safety/Neighborhood Watch - Materials
1/7/14 Square - Neighborhood Watchout	\$ 585.00	ADV	Safety/Neighborhood Watch - Materials
1/16/14 Fedex Office	\$ 152.11	ADV	Safety/Neighborhood Watch - Materials
1/16/14 Perry Mailing	\$ 1,771.07	ADV	Safety/Neighborhood Watch - Materials
1/16/14 Perry Mailing	\$ 788.68	ADV	Safety/Neighborhood Watch - Materials
1/16/14 Emma Email Marketing	\$ 60.63	ADV	Safety/Neighborhood Watch - Materials
1/17/14 Square - Neighborhood Watchout	\$ 279.00	ADV	Safety/Neighborhood Watch - Materials

1/6/14	Music by Sea Demand Warrant	\$	3,000.00	ADV	
1/6/14	FCMA Demand Warrant	\$	2,000.00	ADV	Cabrillo Marine Aquarium
1/6/14	PV Land Conservancy Demand Warrant	\$	1,500.00	ADV	
1/6/14	MIMCCA Demand Warrant	\$	1,000.00	ADV	Marine Mammal Care
1/21/14	Fedex Office	\$	14.15	ADV	Safety/Neighborhood Watch - Materials?
1/21/14	Maria's	\$	126.90	EVE	
1/23/14	One Hour Photo	\$	211.18	ADV	Promotional Items/Business Cards
1/23/14	One Hour Photo	\$	211.18	ADV	Promotional Items/Business Cards
1/24/14	Fedex Office	\$	116.64	ADV	Safety/Neighborhood Watch - Materials?
1/24/14	Fedex Office	\$	60.42	ADV	Safety/Neighborhood Watch - Materials?
2/1/14	Emma Email Marketing	\$	10.00	ADV	Safety/Neighborhood Watch - Materials?
3/3/14	Square - Neighborhood Watchout	\$	600.37	ADV	Safety/Neighborhood Watch - Materials
3/7/14	The Mailroom	\$	390.00	MIS	Jan and Feb - admin and posting
3/7/14	The Mailroom	\$	300.00	WEB	Website
3/7/14	Sir Speedy Printing	\$	1,445.98	ADV	Safety/Neighborhood Watch - Materials (\$258.98 NOT
3/10/14	Maria's	\$	121.00	EVE	
3/13/14	Target	\$	102.67	MIS	
3/13/14	USPS	\$	2.24	POS	
3/17/14	Nazelle's	\$	141.70	EVE	
3/20/14	Emma Email Marketing	\$	10.00	ADV	
4/1/14	Emma Email Marketing	\$	10.00	ADV	
4/15/14	The Mailroom	\$	300.00	WEB	Website
4/15/14	The Mailroom	\$	195.00	MIS	March Admin.
4/21/14	Happy Daze Publishing (Food)	\$	125.00	EVE	John Stinson Food
4/21/14	Albertson's	\$	5.29	MIS	Water
4/28/14	Sir Speedy Printing	\$	2,359.61	NEW	Newsletter printing
4/28/14	Perry Mailing	\$	1,824.65	POS	Postage
4/28/14	Perry Mailing	\$	844.92	NEW	Newsletter handling

4/1/14 Bulk Mail Permit			200.00	POS	Ted Shirley reimbursed via Demand Warrant
5/10/14 Maria's	\$	83.32			Selections food
5/10/14 Tamiza's Treats	\$	75.00			Selections food
5/10/14 Tamiza's Treats	\$	40.00			Selections food
5/10/14 Crafted - Cookie vendor	\$	35.00			Selections food
5/9/14 USPS	\$	5.60			

2013-2014 Commitments/Estimated Costs

Date	Payee	Amount	Budget Category	Comments
N/A	Kristina - Jan - June 2014	\$ 435.00		Apr to June owed
N/A	Andy - Sound - July 2013 - June 2014	\$ 2,260.00		Have not paid for entire YTD (plus \$120 cleaning)
N/A	Food for meetings/selection	\$ 300.00		May to June TBD
N/A	Water & Misc. for meetings	\$ 30.00		
N/A	Postage - mailing materials to DONE	\$ 6.00		
N/A	Selections Card - printing	\$ -		\$1,200 budeted
N/A	Selections Card - postage and handling	\$ -		844.92 total (\$800 budgeted)
N/A	Newsletter - printing	\$ -		\$2,359.61 to sir speedy (3500 budgeted)
N/A	Newsletter - postage and handling	\$ -		1824.95 (1500 budgeted)
8/19/13	Friday Morning Club funding (NPG)	\$ 500.00		
8/19/13	Posting fees - Kristina (\$75/month)	\$ 225.00		
9/16/13	Angels Gate Cultural Center - Howl funding	\$ 500.00		
11/18/13	Logoed Promotional Materials	\$ 2,000.00		\$1,000
1/18/14	Friends of Cabrillo Marine Aquarium	\$ 150.00		
1/18/14	Kristina Smith - Website	\$ 1,200.00		\$50 per month plus \$600 website - \$600 paid
2/18/14	Projector and Printer	\$ 250.00		
2/18/14	Climate Fair Sponsorship	\$ -		
2/18/14	Neighborhood Watch Materials	\$ -		\$1,000

Coastal San Pedro Neighborhood Council Sponsorship Request Form

This request form is for organizations requesting financial support for functions in the Coastal San Pedro area, or in San Pedro at large. The CSPNC Budget and Finance Committee requests the following information to consider your request:

1. Date of request: 3/24/14

2. Name of organization and year founded (Federal Tax ID# / 501(C) status if applicable): Cabrillo Beach Boosters, Inc. 33-0537412

3. Contact information (name / address / email / phone / website):

Gary Dwight

3800 Stephen White Drive

San Pedro, CA 90731

310.519.3138

www.cabrillobeachboosters.org cabrillobeachboosters@yahoo.com

4. Description of service you provide for the residents of San Pedro: The Cabrillo Beach Boosters are continuing and creating traditions within our communities, and to increase awareness about the many wonderful recreational activities that exist at the beach. We continue our efforts in the historic restoration of the Los Angeles Harbor Lighthouse, and continue to support the historic Cabrillo Beach Bathhouse.

5. The means by which your organization will acknowledge CSPNC sponsorship at your event/project: With sponsorship, recognition will be given in public announcements, as well as the Coastal San Pedro Neighborhood Council logo will be placed on all advertisements and outreach to the community.

6. Amount of money your organization is requesting: \$5000.00

7. Purpose for which the money will be used: 2014 Calendar of Events

8. Your budget for this event/project and a brief statement of your organization's annual budget (attach a copy of your budget if that is more convenient):

9. Other organizations or Neighborhood Councils that you have asked for help in meeting your goal: Northwest San Pedro Neighborhood Council, Central San Pedro Neighborhood Council, Coastal San Pedro Neighborhood Council, Harbor City Neighborhood Council, Wilmington Neighborhood Council, Councilmember Joe Buscaino, Port of Los Angeles.

The CSPNC Budget and Finance Committee meets every second Monday if you would like to address the Committee with your request. Please check our website for

confirmation of time and location: <http://cspnc.org> You may contact me at john.stinson@coastalsanpedro.org

64th Consecutive Annual John Olguin July 4th Spectacular Projected Budget

Fireworks	\$	30,000.00
Barge	\$	7,000.00
Caterer	\$	8,000.00
Staffing and Misc. Expenses	\$	3,000.00
Music	\$	700.00
Sound	\$	1,300.00
TOTAL	\$	50,000.00

Additional Funds Requested

Northwest SPNC
Central SPNC
Harbor City NC
Wilmington NC
Councilmember Joe Buscaino
Port of Los Angeles

COASTAL SUPPORTS

Coastal San Pedro Neighborhood Council | Sponsorship Request

This request form is for organizations requesting financial support for functions in the Coastal San Pedro area, and/or to improve quality of life in San Pedro.

The **CSPNC Budget & Finance Committee** requires the following information to consider your request (please use additional sheet or presentation materials):

1. Date of request: 6/29 - 7-6 / 7-13 / 7-20 / 7-27th 2014

2. Name of organization and year founded (Federal Tax ID# / 501(C) status if applicable): MUSIC by the SEA

3. Contact information (name / address / email / phone / website):

MICHAEL CACCAVALLA Kakcav@AOL.COM

644 W. 5th STREET MUSIC by the SEA . GOV

SAN PEDRO CA. 90731

4. Description of service you provide for the residents of San Pedro:

5 WEEKEND OF FREE MUSIC AT PT. FERMIN PARK

5. How will your organization acknowledge (and measure results) CSPNC sponsorship at your event / project? (Be prepared to provide post-mortem metrics)

Free Booth, POSTERS, Acknowledgment From the STAGE
BANNERS

6. Amount of money your organization is requesting:

\$3000.00

7. Purpose for which the money will be used:

HELP PAY The Sound Guy

8. Please provide your budget for this event / project and a brief statement of your organization's annual budget (attach a copy of your budget if more convenient):

9. Other organizations or Neighborhood Councils that you have asked for help in meeting your goal: Northwest & CENTRAL

The CSPNC Budget and Finance Committee normally meets every second Monday if you would like to address the Committee with your request. Please check our website for confirmation of time and location: <http://www.cspnc.org> You may contact the CSPNC Treasurer at treasurer@cspnc.org

Music by the Sea budget for 2013

Five Sunday's

*Sound guy gets paid \$1000.00 per show @ 5 show for the season =		\$5000.00
* Bands get paid \$300.00ea. At 4 bands per Sunday =	\$1200.00 x 5 =	\$6000.00
* Advertising (posters and san pedro.com)		\$265.00
* Lunch for the volunteers (for all 5 weeks)		\$500.00
* Water for the bands and volunteers (all 5 weeks)		\$150.00
* Misc. Items		\$500.00
* Security for park at \$360.00 each Sunday (all 5 weeks)		\$1800.00
* Insurance for all 5 weeks		\$500.00
* Permit for Pt Fermin Park for all 5 weeks	\$1500.00	Waived
* Fire Permit	\$1500.00	Waived
Total for event is		\$19,215.00

NOTE : MUSIC BY SEA BUDGET FOR 2014
WILL BE SIMILAR

Coastal San Pedro Neighborhood Council

Sponsorship Request

This request form is for organizations requesting financial support for functions in the Coastal San Pedro area, and/or to improve quality of life in San Pedro.

The **CSPNC Budget & Finance Committee** requires the following information to consider your request (please use additional sheet or presentation materials):

1. **Date of request:** March 10, 2014
2. **Name of organization and year founded (Federal Tax ID# / 501(C) status if applicable):** San Pedro Art Association established 1936 California Non Profit corporation since 1953. Fed Tax ID 95-4570250
3. **Contact information (name / address / email / phone / website):**

John Stinson
President
San Pedro Art Association
Berth 77, Bldg P18
San Pedro, CA 90731
(310) 831-2928
www.sanpedroart.org

4. Description of service you provide for the residents of San Pedro:

The San Pedro Art Association was formed in 1936 by a small group of local artists to bring together creative people with similar interests within the Harbor area community, and to provide a focal point for those with such interests to work together, to learn and to exhibit their work.

In 1953, the San Pedro Arts Association became a non-profit corporation providing a structure for the further growth of its membership and activities.

Its stated goals were;

To further the mutual inspiration and development of its members by seeking to stimulate their interest in this organization and to encourage them in their own particular line of work.

To promote means and opportunities for the education of the public with respect to art activities within the community.

To enlarge and intensify the interest of its members in the artistic, cultural and educational affairs of the community for its betterment by contributing to and encouraging art activities within the community.

Today, the San Pedro Art Association continues in that role as a forum for networking, information sharing, promotion, peer access and council, professional assistance, art education as well as career

and marketing opportunities for the artists living in the harbor area and beyond.

Its goal of enriching the community through art is one that continues today and will continue well into the future.

5. **How will your organization acknowledge (and measure results) CSPNC sponsorship at your event / project?** On line recognition of sponsorship (web site, MeetUp site, Facebook, YouTube, Twitter, Instagram and all printed collateral (banner, posters, program), press releases, Vocal recognition at the reception. Attendance will be monitored on the day of the event. Press coverage of the event

6. **Amount of money your organization is requesting:** \$1500

7. **Purpose for which the money will be used:** Providing cash prizes, art supplies, certificates and pins to winners and participants. Framing and hanging of the selected art. Promotional materials, certificates, posters, banner. Refreshments at the June 8th opening reception at Crafted.

8. **Please provide your budget for this event / project and a brief statement of your organization's annual budget** (attach a copy of your budget if more convenient):

9. Other organizations or Neighborhood Councils that you will be asking for help in meeting your goal: Crafted at the Port of Los Angeles (exhibition space), Avison Young, UPS, Tesoro, Northwest and Central NC's, School PTO's, Local businesses (Ports O'Call Restaurant Urban Artisan, Spirit Cruises, Rolling Hills Country Club, Off The Vine, Palos Verdes Florist, Holiday Carrols, Catalina Cruises, etc.)

The CSPNC Budget and Finance Committee normally meets every second Monday if you would like to address the Committee with your request. Please check our website for confirmation of time and location: <http://www.cspnc.org> You may contact the CSPNC Treasurer at treasurer@cspnc.org

Budget for San Pedro Art Association San Pedro All-Grades Student Art Competition

Framing materials	\$5000
Cash prizes	\$1000
Ribbons, pins and certificates	\$500
Art supplies	\$1000
Banner, posters, fliers, signage, program	\$1000
Refreshments at June 8 th reception	\$1000
Exhibition space at Crafted at the Port of Los Angeles	Donated by Crafted
Framing labor	Donated by Urban Artisan
Total:	\$9500