

Neighborhood Council Budget Advocates 2019-20 – Meeting #2

Eagle Rock City Hall, 2035 Colorado Boulevard, Los Angeles, CA 90041

July 20, 2019 – 12 noon to 4 pm

1. Call to order
2. Roll Call
3. Public Comment (max 2 minutes per person, max 10 minutes in aggregate) – This retreat is a training session for Budget Advocates so there will be no participation by the public after this item.
4. Welcome, and discussion of meeting dates and times – Carol and Jack
5. Ratification/ affirmation of new Budget Advocates provisionally chosen since Budget Day (one-year term) – Carol and Tony
6. Motion to hire notetaker -- Carol
7. Discussion of mission statement and goals for 2019-20 – Barbara, Carol, and Jack
8. Introductions – BA's
 - (a) Name, NC, strengths, skills and interests- 1 minute each
 - (b) Which NC's each BA will cover
9. Working effectively with NC's and Budget Representatives – Barbara
10. Executive Committee meeting dates -- Carol
11. Photos for website – Carol (in absence of Melanie)
12. Plans for meeting with the Mayor July 24 – Jack
13. Brief report on regional priorities from Budget Day – Connie
14. Incorporating the regional priorities into the future efforts of the Budget Advocates
15. How we will approach the White Paper this year – Carol and Jack
 - a. Elements of the White Paper – theme paper, departmental reports
 - b. How we will approach City departments – which ones
 - c. Committees – chair, report writer designated in advance, but everyone takes notes and is prepared to write
 - d. How to do the meeting, questions to ask
 - e. Recommendations – what WE think, not the departments
 - f. Dates and deadlines
 - g. Researching departments before the meeting
16. Initial training and preview of future training – Barbara
17. Mentoring of new Budget Advocates – Barbara
18. Parliamentarian – Tony
 - a. Bylaws Committee
19. Outreach plans – Danielle and Jack
 - a. Formation of Outreach Committee
20. Items to be approved for payment – Howard – CONSENT CALENDAR: The following routine matters can be acted upon by one motion. Individual items may be removed by the Board for separate discussion. Items removed for separate discussion will be heard following the motion on the remaining items:
 - a. Motion to approve up to \$100.00 for beverages and sundry items for Budget Advocate educational and organizational retreat Saturday, July 20, 2019
 - b. Motion to approve up to \$125.00 per month (\$1,500.00 per annum) to pay The Mailroom or any other Budget Advocate board-approved vendor to host and maintain the ncbala.com website and keep current with all information submitted for posting

- c. Motion to approve up to \$5,000.00 for fiscal year to pay staffing company for a professional note taker who will attend Budget Advocate Retreat and twice-monthly regularly scheduled Budget Advocate meetings, record and edit meeting minutes, summarize discussion on agenda items, motions, vote counts, and sundry meeting information and submit to the Budget Advocates Recording Secretary for review and distribution to the Budget Advocates Board members.
 - d. Motion to approve up to \$1,700.00 to pay City of Los Angeles City Printing Services for business cards for each Budget Advocate.
 - e. Motion to approve up to \$700.00 for Budget Advocate administrative items.
 - f. Motion to approve up to \$2,300.00 for printed, bound copies of the Budget Advocates fiscal year 2019-20 White Paper to distribute to Neighborhood Councils, the Mayor, City Council members, and department General Managers with whom Budget Advocates have met
- 21. People to attend alliances and BONC
 - 22. Parking passes – Carol (in Melanie’s absence)
 - 23. Business cards – Carol (in Melanie’s absence)
 - 24. New business
 - 25. Adjournment