

# Neighborhood Council Budget Advocates

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West Los Angeles Civic Center  
1645 Corinth Ave., Los Angeles, CA 90025  
Saturday, September 15<sup>th</sup>, 2018 at 10 AM



## Meeting #5 Minutes

Board Members	Roll Call	Region	Board Members	Roll Call	Region
Kevin Davis	Present (10:31)	1	Tony Michaelis	Excused	7
John DiGregorio	Present	1	Barbara Ringuette	Present	7
Rick Ramirez	Excused	1	Connie Acosta	Present	7
Brian Allen	Present	2	Liz Amsden	Present	8
Glenn Bailey	Present	2	Jamie Tijerina	Present	8
Diedra Greenaway	Present	2	Jose Orozco Pelico	Absent	8
Dan Burt	Absent	3	Chelsea McElwee	Present	9
Carol Newman	Present	3	Evelyn Valdez	Present (10:18)	9
Joanne Yvanek-Garb	Excused	3	Jose Medina	Absent	9
Jeanette Hopp	Present (10:47)	4	Carol Derby-David	Present	10
Howard Katchen	Present	4	Erick Morales	Present	10
Brandon Pender	Present	4	KJ Clark	Present	10
Jack Humphreville	Present	5	Jay Handal	Present	11
Jessica Salans	Absent	5	Maureen Crowe	Excused	11
Patrick Seamans	Present (10:50)	5	Jon Liberman	Present	11
James Hornik	Present	6	Melanie Labrecque	Present	12
Adrienne Nicole Edwards	Present	6	Sierra Gothe	Absent	12
Faalaniga "Nina" Smith	Absent	6	Dr. Princess Sykes	Absent	12

1. Call to Order: The meeting was called to order at 10:07 AM by Co-Chair Jay Handal.
2. Roll Call: A quorum of 21 Budget Advocates were present at the start of the meeting. Throughout the meeting, 4 more Budget Advocates joined for a total of 25. Julien Antelin from the Department of Neighborhood Empowerment (DONE) and Mr. Jeffrey Mausner from Tarzana NC also joined the meeting.
3. Public Comment: No public comments were made.
4. Minutes from Meetings #3 and #4:

MOTION: Co-Chair Handal moved to approve the minutes from Meeting #3 (August 6, 2018) with changes. Treasurer Katchen seconded the motion.

SUPPORT: 19 votes

OPPOSE: 0 votes

ABSTAIN: 2 votes

**MOTION PASSED. MINUTES APPROVED WITH CHANGES.**

MOTION: Co-Chair Handal moved to approve the minutes from Meeting #4 (August 18, 2018). Assistant Secretary McElwee seconded the motion.

SUPPORT: 17 votes

OPPOSE: 0 votes

ABSTAIN: 4 votes

**MOTION PASSED. MINUTES APPROVED.**

5. Treasurer's Report: A 2018-2019 Draft Budget and Financial Reports for June, August, and September 2018 were provided to the Budget Advocates before the meeting via email. Co-Chair Amsden noted that the June 2018 report (the last report of fiscal year 2017-2018) included late payment fees of more than \$200 and asked if the Department of Neighborhood Empowerment (which handles the Budget Advocates' financial transactions) would reimburse for those late payment fees. Treasurer Katchen reported that the Department's accounting staff informed him that the fees would not be reimbursed.

MOTION: Co-Chair Handal moved to send a letter to Ms. Grayce Liu (General Manager of DONE), the City Clerk, the Controller's Office, and the Chief Administrative Officer requesting that (1) the late payment fees be reimbursed to the Budget Advocates' bank account and (2) that DONE pay the Budget Advocates' bills on time. Assistant Secretary McElwee seconded the motion.

SUPPORT: 21 votes

OPPOSE: 0 votes

ABSTAIN: 0 votes

**MOTION PASSED UNANIMOUSLY.** Co-Chair Handal will draft the letter and send to Co-Chair Amsden for proofreading. The letter will be sent on behalf of the Budget Advocates within 72 hours of the meeting.

MOTION: Ms. Ringuette moved to approve the final Treasurer's Report for Fiscal Year 2017-2018 (June 2018). Mr. Liberman seconded the motion.

SUPPORT: 20 votes

OPPOSE: 1 vote

ABSTAIN: 1 vote

**MOTION PASSED. JUNE 2018 TREASURER'S REPORT APPROVED.**

MOTION: Treasurer Katchen moved to approve the Treasurer's Report for August 2018. Co-Vice-Chair Ringuette seconded the motion.

SUPPORT: 21 votes

OPPOSE: 1 vote

ABSTAIN: 0 votes

**MOTION PASSED. AUGUST 2018 TREASURER'S REPORT APPROVED.**

MOTION: Treasurer Katchen moved to approve the Treasurer's Report for September 2018. Mr. Liberman seconded the motion.

SUPPORT: 21 votes

OPPOSE: 1 vote

ABSTAIN: 0 votes

**MOTION PASSED. SEPTEMBER 2018 TREASURER’S REPORT APPROVED.**

A draft budget was presented for Fiscal Year 2018-2019. Co-Chair Amsden requested that the Budget Advocates review the draft budget and provide Treasurer Katchen with concerns and suggestions via email by *no later than Saturday, September 22, 2018*.

Co-Chair Handal noted that some Budget Advocates still have no parking passes for City Hall. Because not all parking passes have been returned by past Budget Advocates, the Board will have to pay for additional passes to be issued.

MOTION: Co-Chair Handal moved to approve up to \$120 to pay to expedite three parking passes. Co-Vice Chair Ringuette seconded the motion.

SUPPORT: 22 votes

OPPOSE: 0 votes

ABSTAIN: 0 votes

**MOTION PASSED UNANIMOUSLY.**

Co-Vice-Chair DiGregorio presented plans to purchase additional storage (100 GB) for Google Drive. It would be used to provide all Budget Advocates with easy access to records (read-only access). The service costs \$30 annually. Co-Vice-Chair DiGregorio also requested funds to pay for renewing the Budget Advocates’ Constant Contact subscription.

MOTION: Treasurer Katchen moved to approve \$30 for 100 GB of Google Drive storage. Mr. Liberman seconded the motion.

SUPPORT: 23 votes

OPPOSE: 0 votes

ABSTAIN: 0 votes

**MOTION PASSED UNANIMOUSLY.**

MOTION: Co-Chair Handal moved to approve up to \$700 to pay for Constant Contact on a yearly basis. Treasurer Katchen seconded the motion.

SUPPORT: 23 votes

OPPOSE: 0 votes

ABSTAIN: 0 votes

**MOTION PASSED UNANIMOUSLY.**

6. Discussion of Sponsoring Financial Literacy Seminars: Ms. Tijerina proposed that the Budget Advocates sponsor—with the office of a State Assemblymember and the AARP—a financial literacy seminar. The seminar will include discussion of City finances and what resources are available. Some Budget Advocates expressed concern over whether a presentation could effectively cover financial literacy and city government and whether the Budget Advocates’ scope includes personal finance. Co-Chair Handal suggested Ms. Tijerina develop a program for the workshop with Co-Vice-Chair DiGregorio so the Board can thoroughly review the proposal.

MOTION: Co-Chair Handal moved to remand the proposal of sponsoring financial literacy seminars to the Outreach Committee to create a sample program. Co-Vice-Chair Ringuette seconded the motion.

SUPPORT: 24 votes

OPPOSE: 0 votes

ABSTAIN: 0 votes

**MOTION PASSED UNANIMOUSLY. MOTION REMANDED TO OUTREACH COMMITTEE.**

7. Bylaws: Parliamentarian Newman presented changes to Article I of the Budget Advocates' Bylaws, which would change how the Budget Advocates' organization is referenced in the document. Parliamentarian Newman reported that the Bylaws Committee approved of the changes. Mr. Bailey opposed the changes.

This concluded the first reading of the proposed changes.

8. Approval of Name Change and Mission Statement: After consideration and due to two tied votes, the Executive Committee elected not to pursue a name change at this time. BAs were requested to review some proposed mission statements for discussion at the next meeting

9. Housekeeping: Secretary Morales reported that some Budget Advocates had yet to confirm their information for business cards. Co-Chair Handal requested those who haven't confirmed their information do so within the next few days or their business cards will not be ordered.

10. Meeting with the Mayor: Co-Chair Handal reported that a meeting with Mayor Garcetti has been scheduled for 30 minutes on the morning of September 28<sup>th</sup>, 2018. Due to the time constraint, Budget Advocates attending the meeting will be limited to giving their name and neighborhood council to allow the Mayor relatively ample time to discuss his plans for the 2019-2020 city budget. A letter from the Co-Chairs will be sent to the Mayor before the meeting outlining the Board's questions on how the Mayor will address current financial concerns.

11. Update on Service Priorities from Council Offices: Co-Chair Amsden reported that contact information for Council Districts 3, 6, 8, and 15 were still missing. She requested that the assigned point persons send the information to her, Co-Vice-Chair DiGregorio, and Secretary Morales as soon as possible.

12. White Paper Committees: Co-Chair Amsden went through the list of committees to see what department meetings had been set.

13. Preliminary White Papers: Co-Chair Amsden requested topics on which preliminary white papers could be written and published on CityWatch. Mr. Humphreville urged the Budget Advocates to weigh in on the Charter Amendment concerning the city potentially establishing a public bank. Several Budget Advocates agreed with Mr. Humphreville and volunteered to help in writing the article. Mr. Humphreville will research and write the article while Co-Chair Amsden, Parliamentarian Newman, and Ms. Greenaway will review and edit for submission to CityWatch.

14. Outreach: Assistant Secretary McElwee advised that she will be monitoring the NCBA website and that any website requests can go through her. Mr. James Hornik will be handling the Board's social media accounts. Co-Vice-Chair DiGregorio reported that a citywide NextDoor account could not be made, since NextDoor wants to focus on community updates.

Co-Vice-Chair DiGregorio advised that the Stakeholder Engagement Committee will meet again soon.

Co-Vice-Chair DiGregorio presented a sample survey to be sent to stakeholders. The survey allows participants to rate city services. He requested that the Board provide additional questions for possible addition. Co-Chair Amsden requested that the Outreach Committee begin thinking about who will write the final report on the survey results for dissemination.

15. Discussion on approaching FUSE Fellow Dawn Comer: Ms. KJ Clark sent the Co-Chairs a survey compiled by FUSE Fellow Dawn Comer, focusing on IT innovation in city government. Ms. Clark provided the survey to see if it could assist in developing the Budget Advocates' services survey. Co-Chair Amsden asked Ms. Clark to see if Ms. Comer would be available to meet with the Budget Advocates to present findings, in particular regarding interactions between city departments and siloization.

16. New Business: Co-Vice-Chair Barbara Ringuette informed that the second training with Jacob Wexler will occur on Monday, September 17, 2018 at 7 PM. She strongly recommended that people attend the live session, but the event could also be viewed on Facebook Live.

Co-Chair Amsden asked if any Budget Advocates were interested in participating in a tour of city facilities. After many expressed interest in doing so, she asked Co-Vice-Chair Ringuette to look into scheduling a tour.

Co-Chair Amsden announced that a homelessness committee would be chaired by Ms. Greenaway. Any interest in the committee should be directed to Ms. Greenaway.

17. Adjournment: Co-Chair Handal adjourned the meeting at 11:56 AM.

RESPECTFULLY SUBMITTED BY:  
ERICK M. MORALES  
2018 - 2019 NCBA Secretary