CeSPNC Financial Committee Notes
December 2, 2019 ~ Think Cafe ~ 5:30pm
Committee Members: Linda Alexander (present), Linda Nutil (present), Matt Garland (absent)
Stakeholders: Matthew Quirocho, Carrie Scoville, David Gallegos

1) Welcome and call to order @ 5:39pm

2) Appointment of new Finance Committee Chair ~
   a) Motion to nominate Linda Alexander as Interim Finance Committee Chair. (Scoville, 2nd Nutile) unanimous

3) Revise FY 2019-2020 Admin Packet - the November 2019 Spreadsheet was reviewed and a proposal to revise the Admin Packet was discussed: motion (Alexander, 2nd Nutile) unanimous
   a) Motion to reduce the following categories (amounts): Meeting Refreshments (300), Minute Taker (2200), Interpretative Services (1000), Bookkeeper (3071.25), Virtual Office (1020), Constant Contact (45), The Mailroom: Webhost & Mailbox Rental (365), Office Supplies (1200) for a total allocation of $9201.25 to transfer to Unallocated Office/Operational.
   b) Motion to create a new item under Office/Operational Expenditures entitled "New Board Member Training" with a transfer of $1500 from Unallocated Office/Operational.
   c) Motion to transfer $7701.25 from Unallocated Office/Operational to NPG.

4) Review and Revise Financial Policy
   a) Motion to amend the Finance Policy Standing Rule #2 to read: “The Treasurer is responsible for all check payments. The 1st Card Holder is responsible for all credit card transactions.” (Nutile, 2nd Alexander)

5) Review any Neighborhood Purposes Grants and Community Improvement Projects proposals
   a) Feed and Be Fed - $4850 ~ further information needed
   b) Harbor Area Boosters - $5,000 ~ further information needed

6) Discuss request for funds from San Pedro High School Marching Band ~ agreement that we want to support them, need to discuss with the City Clerk the best way to proceed.

7) Review November 2019 MER, if available. ~ MER not available yet

8) Adjourn @6:43 until Monday, January 6, 2020