

CeSPNC Financial Committee Notes

December 2, 2019 ~ Think Cafe ~ 5:30pm

Committee Members: Linda Alexander (present), Linda Nutile (present), Matt Garland (absent)

Stakeholders: Matthew Quiocho, 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