

# The Neighborhood Council of Westchester/Playa del Rey Special Board of Directors' Meeting – March 16, 2005 Minutes

**Present:** Lynne Allen, Mike Arias, Sibyl Buchanan, Joe Callinan, Judith Ciancimino, David Coffin, Robert Dalton, Andrea Davis, Steve Donell, James Ferro, Paul Maynard, Patricia Lyon, Geoff Maleman, Efigenia Martinez, Denny Schneider, John-David Webster, Robert Weldon, William West, Val Velasco, David Voss, Gwen Vuchsas and Barbara Yamamoto.

**Excused:** Robert Acherman, Dolores Canizales, Jeff Elder, Doug Ehlers, David Grey, Myra Kriwanek, Sheila Mickelson, Harry Rose and Cozette Vergari.

**Item 1:** The meeting was called to order at 5:45 PM by Gwen Vuchsas, President of the Board. The Roll was called.

**Item 2:** Lynne Allen led the Pledge of Allegiance.

**Item 3:** Public Comments – non-Agenda Items (limited to 2 minutes per speaker) No Speaker Cards were received.

**Item 4:** Public Comment – Agenda Items (limited to 2 minutes per speaker)

- Frances Stronks – Westchester PdR Youth Foundation – will speak on Item 9 when heard.

## **DISCUSSION/ACTION ITEMS**

**Item 5:** Appointment of Committee Members to Budget & Finance Committee – Gwen Vuchsas, President of the Board appointed John-David Webster, Paul Maynard and Robert Dalton to the Budget and Finance Committee.

David Voss made a Motion that the Board accept the appointments to the Budget and Finance Committee as stated above. Patricia Lyon seconded the Motion. The Motion passed unanimously.

**Item 6:** Treasurer's Report - Steve Donnell distributed the report. NCWPDR currently has \$76,000 available through the pre-paid card and the Demand Warrant system. At the suggestion of DONE, he is going to re-audit the 2004 financials. DONE is going to issue new guidelines for use of funds and will be watching the process very closely. Steve has devised a more formal account coding system consisting of five codes that will fill our needs.

According to DONE, the prepaid card can only be used for expenditures of only \$1,000 and not a penny more. If an expense is over \$1,000 the Warrant system must be used. You can't split payments between Card, Petty Cash and Warrant.

Steve distributed a Petty Cash form that must be used when submitting a request for payment. Only original invoices may be submitted for payment, no fax or photo copies.

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**Item 7:** Budget Discussion - There is \$71,000 unallocated of the \$76,000 currently available to the NC. Discussion was held to hold \$10,000 for April, May & June, 2005 expenses, leaving a total of \$61,000 to give to neighborhood projects. Treasurer Steve Donnel will establish a revised budget for the balance of the fiscal year to present at the next Board meeting.

**Item 8:** Robert Dalton made a Motion to table this item to Approve Budget through June 30, 2005. John-David Webster seconded the Motion. The Motion passed unanimously.

**Item 9:** Motion to Approve Funding:

- *Parking Lot Paving, Neilsen Field* – Mike Arias

Public Comment: Frances Stronks – stated that Neilson Field was a true community field, used by such groups as Soccer, Softball, Boy and Girl Scouts.

David Voss made a Motion to allocate up to \$24,000 for contracts and services necessary to improve the parking lot at Neilsen Field. Mike Arias seconded the Motion. The Motion passed unanimously.

- *Westchester Streetscape Association* – President Gwen Vuchsas read a letter from John Ruhlen and Anne Clark of WSIA requesting \$25,000 in funding to compile the information received from the charettes.

Bill West made a Motion that we provide \$20,000 to be used towards the compilation of their final report. Mike Arias seconded the Motion.

Geoff Maleman made a Friendly Amendment that we provide \$25,000. Bill West and Mike Arias accepted the Friendly Amendment.

The Motion passed unanimously.

- *NCWPDR Election Costs* – no Motion is necessary because this expense is incurred in the course of doing business.

- *Music West* – Lynne Allen – met with Jeff and Laura Remington, founders of Music West, an organization started by the Remingtons to fill the arts gap in our community, especially for youth.

Lynne Allen made a Motion that we allocate \$5,000 to the Music West program. Mike Arias seconded the Motion.

Pay Lyon made a Friendly Amendment that we allocate \$7,500 to Music West. Lynne Allen and Mike Arias accepted the Friendly Amendment.

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The Motion passed unanimously.

- *Cowan Avenue Nature Center* – Bill West made a Motion that we donate up to \$1,000 to the Cowan Avenue Nature Center. Mike Arias seconded the Motion.

The Motion passed unanimously.

We were reminded that we will not write checks to the organizations, we can only pay vendor bills for the organizations.

David Voss suggested that we articulate a criteria for future requests and suggested that we form a committee to write that criteria and create a form for future requests.

Denny Schneider Moved to adjourn the meeting.

**Meeting Adjourned:** 6:50PM

**Next Meeting:** April 5, 2005

**Location:** LUM – University Hall, Room

**Submitted by:** Judith Ciancimino