

**MINUTES**

**Joint Ad-Hoc 2019 Elections/Outreach & Budget & Finance Committees**

**Thursday February 21, 2019 1:30 noon – 2:30 pm**

**Location: WLA Municipal Bldg., 1645 Corinth, Rm. #103-4 LA 90025**

(Park in large lot behind building on west end of lot & walk around side to glass door)

- 1. Call to Order/Roll:** Meeting was called to order at 1:42 pm.  
**Ad-Hoc 2019 Elections Committee Members:** *Larry Leisten Chair, Nickie Miner, Ellen Evans, Jacqueline Le Kennedy, Maureen Smith & Robin Greenberg*  
**4 Present:** Larry Leisten Chair, Nickie Miner, Ellen Evans & Robin Greenberg  
**2 Absent:** Jacqueline Le Kennedy & Maureen Smith  
**Outreach Committee Members:** *Robin Greenberg, Chair; Nickie Miner, Maureen Smith, Irene Sandler, André Stojka, Matt Post.* (Tony Tucci resigned.)  
**4 Present:** Robin Greenberg, Chair; Nickie Miner, Irene Sandler & André Stojka  
**2 Absent:** Maureen Smith & Matt Post  
**Budget & Finance Committee Members:** *Jacqueline Le Kennedy, Robin Greenberg, Jamie Hall, Rob Farber, Cathy Wayne*  
**2 Present:** Robin Greenberg & Rob Farber  
**3 Absent:** Jacqueline Le Kennedy, Jamie Hall, Cathy Wayne
- 2. Motion: Approval of February 21, 2019 AGENDA** for the Joint Ad-Hoc 2019 Elections Committee (includes Outreach Committee) and Budget & Finance Committee Meeting  
Larry **moved;** André **second;** Discussion: **Amendment:** To move motions under budget and finance to under Joint Ad-Hoc Elections 2019 / Outreach; Larry **moved;** Robinson **second;** **7/0/0; passed.**
- 3. Motion: Approval of January 17, 2019 MINUTES** of the Joint Ad-Hoc 2019 Elections/Outreach & Budget & Finance Committees (See Attachment)  
Larry **moved;** Robinson **seconded.** Discussion: Larry made minor comments to Cathy, one was a typo; reference to John and Jon; make sure it's John Amato JTD and Jon Wimbish of Harvard Westlake; need to reach out to Loyola Marymount HS and Stephen S. Wise. **Move** to amend agenda as noted by Larry; seconded by Rob; **7/0/0; minutes approved as amended.**
- 4. Public Comments** on non-agendized items within the jurisdiction of these committees **None**
- 5. Important Dates for BABCNC Election : June 2 @ Harvard-Westlake School**  
Candidate Filing Begins.....Sunday February 17  
Candidate Filing Closes.....Tuesday March 19  
Meet & Greet at BABCNC Board Meeting.....Wednesday April 24, 2019 from 7-8 pm  
Selections at BABCNC Board Meeting.....Wednesday May 22, 2019 from 7-8 pm.  
BABCNC Election.....Sunday June 2 @ Harvard-Westlake School  
hours: 12:00 to 4:00
- 6. Election Chair Update** – Larry Leisten – Larry noted that he has been having conversations with Ellen about the publicly-elected seats, which are all administered at the City Clerk's website. For the selected seats, candidates will file their documentation to our website. Larry will contact Nathan Singh, our IEA and request an update as to filings for which seats so we could know a week or two beforehand if we have enough people running and how to do outreach at that point.

**7. Budget & Finance Committee** – Jacqueline Le Kennedy, Chair (No Attachment)  
a. **Update, Discussion & Motion** on Funding/Budget Available for Outreach for June 2<sup>nd</sup> Election and reallocation of any portion of the current budget as needed. – Jacqueline was absent; however, she sent an email which was seen at the end of the meeting, showing a general breakdown to reallocate funds to the elections budget of \$750 from CIP, \$2,250 from other Community, and \$2,500 from Office Misc., for a total of \$5,500 to Elections. **No action was taken and will be brought to Board meeting under Treasurer’s Report.**

**8. Ad-Hoc 2019 Elections Committee/Outreach & Budget & Finance Committee** – Larry Leisten, Chair & Robin Greenberg, Chair Outreach – Jacqueline Le Kennedy, Budget and Finance  
- Jacqueline was absent and B&F Committee had no quorum.  
- As noted under approval of agenda, the following motions were heard under Ad-Hoc 2019 Elections & Outreach Committees:  
a. **Discussion & Motion: To recommend to the Board approval of the prices on the estimates for postcards** (Board previously approved \$1,092.88; estimate now updated to \$3,555.50 (**Attachment C**))  
Larry related that the **price has gone up by \$2,462.62** as Minuteman Press found additional addresses, with the addition of postage.

b. **Discussion & Motion: Approve budget for the Elections, totaling \$5,175.50 (Attachment D)**

Postcards:	\$3,555.50
Food for Meet and Greet	\$820.00
Selection Evening Food	\$150.00
Lawn Signs for Election Day	\$425.00
<u>Face Painting for Election Day</u>	<u>\$225.00</u>
Total:	<b>\$5,175.50</b>
Social Media	+\$500.00 (approved at 01/23/2019 meeting)
Total:	\$5,675.50
	<u>-520.00</u>
New Total:	<b>\$5,155.50</b>

Robin **moved**; Larry **seconded**; Discussion was held. André raised need for face painting; Rob moved to amend the budget to include the \$500 already approved on 01/23/2019. Larry moved to amend the budget to reduce food for meet and greet, to the selection evening. André moved to send more of the money to social media, which Ellen didn’t feel was needed. **Motion:** To change amount for Meet and Greet to \$300.00 (and to include the \$500 already approved for social media) bringing total to \$5,155.50 **moved** by Ellen; **seconded** by Rob; **4 yes; 3 opposed**; André, Larry and Nickie; **passed**.

**9. Discussion & Motion to approve Refreshments for Skirball March 14, 2019 7-9:** Budget for 100 people: \$525.60 for cookies and \$459.90 for coffee and tea = \$985.50; and not to exceed \$1,500. (Board has previously approved \$500 on 01/23/2019 and we do not know how many people will attend.) Difference is \$485.50 (**Attachment E**)  
Robin **moved**; Larry **seconded**. We will have a sign to promote our Board election at the event.  
**7 yes; 0 no; 0 abstentions; passed.**

[Nickie left at 2:50 pm.]

**10. Discussion & Motion: Approval of BABCNC Outreach Plan: 2019 Election (Attachment F)**  
Robin **moved**; André **seconded**; Rob noted that we need to change years for Meet and Greet and Selection Dates on P2 from 2109 to 2019; **6/0/0** (Nickie left) **approved**.

**11. Update on Website Election Page** – Ellen gave update on developments on the elections page.

**12. Update on Online Outreach Effort** – Ellen

a. **NextDoor & Facebook:** Ellen gave update on followers on Facebook, Twitter

**13. Adjournment** – Motion to adjourn was made, seconded and the meeting adjourned at **3:18pm.**

**Next Meeting Date: TBD**