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**CITY OF BEVERLY HILLS
City Hall Room 280-A
455 N. Rexford Drive
Beverly Hills, CA 90210
MINUTES**

CHARITABLE SOLICITATIONS COMMISSION REGULAR MEETING

**March 11, 2015
9:00 a.m.**

The meeting was called to order at 9:04AM

ROLL CALL

Commissioners present: Schreiber, Kraushaar, Safier, Vice Chair Platt and Chair Fischer

Commissioners absent: None

Staff: Commander Lee, C. Choi

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Tania Schwartz

COMMISSION MINUTES

MOVED by Safier, SECONDED by Platt to approve the minutes of the meeting of February 11, 2015 (5/0)

Ayes: Safier, Kraushaar, Schreiber, Platt and Fischer

Noes: None

Abstained: None

CARRIED.

ORAL COMMUNICATIONS FROM THE AUDIENCE

At this time, members of the public may address the Commission regarding any items not on the Agenda that are within the subject matter jurisdiction of the Commission. By State law, the Commission may not discuss or vote on items not on the Agenda.

REPORT FROM THE CHAIRPERSON

MAYOR'S CABINET MEETING – February 25, 2014

Chair Fischer reviewed the items which were discussed by the other Commissioners at the Mayor's Cabinet Meeting.

CONTINUED AND NEW BUSINESS

- I. Update on the Community Assistance Grant Fund Process
Vice Chair Platt reviewed the process and the objectives of the Community Assistance Grant Fund Process for this introductory year with the involvement of the Commission. The Commission is currently charged with evaluating the fiscal health of the applicants. Liaison, Human Services and the two councilmembers will meet at a scheduled time to review the Commission's recommendations and feedback for next year's process. Commissioner Schreiber and Vice Chair Platt then summarized the financial conditions of the applicants and their history with the Commission. It was noteworthy that three organizations did not submit Form 990s. Three other charities submitted the public disclosures of the Form 990 which omitted helpful information. Commissioner Schreiber then reviewed some of the organizations overlapping services for food, for mental health and for the homeless population. Staff addressed the duplication in services could be intentional and be deferred to the Human Relations Commission. Staff then referred to a select few columns in the provided spreadsheet to help determine and to inform of the Commission's recommendations. While the Commission will consider the applicants' fiscal health from their applications, other information is available to the City such as external entities that have been summarized in the provided spreadsheet. Commission recommends that, if the services from the Beverly Hills Active Club are valuable to the City, the Community Assistance Grant Fund Process may not be the best avenue for this organization as they are not a legal entity. Potential recommendations include the Beverly Hills Bar Association files through the Beverly Hills Bar Foundation who has been listed as an organization with proceeds less than 50% of total receipts. The Commission recommends extending invitation to the Beverly Hills Bar Association to attend the April meeting for the purpose of providing clarification. With concerns to the timeline, staff will follow up on few select applicants for clarification. In preparation for the April meeting, written recommendations will be brought forth to the Commission for review and evaluation.
- II. Proposed Revision to Overview, Procedures, and Guidelines
The Commission agreed to the update in Section 3b on page 3 of 8.
- III. Requests within Normal Filing Period – Items are 501(c)(3) organizations
MOVED by Safier, SECONDED by Schreiber to approve these permits (5/0)
Ayes: Schreiber, Kraushaar, Safier, Platt and Fischer
Noes: None
Absent: None
CARRIED.
- IV. Due to the 15-day Filing Period, the Following Permit Requests were approved – Items are 501(c)(3) organizations
MOVED by Platt, SECONDED by Schreiber to approve these permits (5/0)
Ayes: Schreiber, Kraushaar, Safier, Platt and Fischer
Noes: None
Absent: None
CARRIED.
- V. FINANCIAL STATEMENTS (FS) OF COMPLETED EVENTS FOR REVIEW
 1. (2014-094) Southern California Minority Supplier Development Council – *Note: Send 50% letter regarding net proceeds less than 50% of gross receipts*
 2. (2014-097) Children's Chain of Children's Hospital Los Angeles
 3. (2014-098) Friends of Robinson Gardens
 4. (2014-115) The Maple Counseling Center – *follow-up on ticket sales and fees to the City*
 5. (2014-119) Cedars-Sinai Medical Center – Fashion Industries Guild Gala 2014 – *follow-up on Associate Director signature*
 6. (2014-140) Cedars-Sinai Medical Center - COACH for Kids 2014 – *follow-up on Associate Director signature*

7. (2014-176) Bring on the Music

VI. Unpermitted Events Following 30 Days Notifications – moved to April Agenda

A. DOCUMENTS INCLUDED FOR COMMISSION'S REFERENCE

1. List of Organizations That Have Net Proceeds Less Than 50% of Total Receipts from Their Charitable Events
2. List of Organizations That Fail To File Financial Statement Within Three Months After The Permit Expiration Date
3. Organizations Publicizing Fundraising Events in Beverly Hills Without a Permit
4. Financial Statement Log for 2014, numerical order
5. Financial Statement Log for 2014, alphabetical order
6. Financial Statement Log for 2015, numerical order
7. Financial Statement Log for 2015, alphabetical order

B. COMMENTS FROM COMMISSIONERS

C. ADJOURNMENT

There being no further business, Chair Fischer, with the consent of the Commission, adjourned the meeting at 11:56AM.

PASSED, Approved and Adopted
This 8th of April, 2015



Murray Fischer, Chair