

EXFIN meeting 4/5/2021-Treasurer's Report submitted by Holly Tilson

The city's MAR Monthly Expense Report (MER) will not be ready until after 4/5. Below please find the city's accounting as of 4/30. We have our new credit card.

Budget Review: The city gave each Neighborhood Council (NC) \$32,000 this year (previous year was \$42,000) A new policy allowed NCs to encumber funds because of the COVID shutdown last March. We encumbered \$3100 of our remaining balance of \$9040.95

-\$2500 the balance due to The Web Corner for website upgrades

-\$600 for the bus bench advertising (paid)

All NCs can carryover up to \$10K, our carryover is \$5940.95 (notice dated 8/1/20). I added it to our budget total (\$41,040.95) under misc outreach.

This brings our total budget to \$41,040.95

Annual Budget Funds	\$32,000
Encumbered Funds	\$ 3,100
Carryover	\$ 5,940.95
Total budget funds this year	\$41,040.95
From the city dashboard as of 4.30.2021	
Budget Amount	\$41,040.95
YTD Spending	\$23,164.64
(ck \$3357.41, cc \$19,807.23) this month \$	
4/1 The Web Corner missing	\$153.50
4/18 Marina Graphic Center	\$473.70
4/22 Marina Graphic Center	\$4036.17
(postcards 2684.00 mail prep \$1001.00 tax 350.17)	
4/22 Marina Graphic Center	\$4614.46
(Postage \$4480.06, credit card fee \$134.40)	
4/26 MAESTRASUITE.COM	\$49
4/26 Interpreters Unlimited	\$98.00
4/28 MailChimp	\$32.39
4/30 Storquest	\$527.00
(not showing on the funding page yet)	
Commitments	\$0.00
Pending Payments	98.00
Net Available	\$17,778.31
Cash Balance	\$17,876.31

Please note: I think the dashboard is off, still waiting on city to correct my math or theirs.

We will be receiving \$32K plus be able to carry over \$10K

- Park says we can begin our move. City has another piece of paper needed.

-Web Corner is almost complete.

-interpreter services should be refunded by funding per latest conversation so may recoup some or all (\$259.60/147/98)

Election Mailer came in under budget Approved \$14K spent \$9124.33 remaining \$4876.10

Budget Adjustments for Motions tonight

Board reimbursements-no budget change needed, both on spreadsheet for May, but have not been paid yet

\$88.70 from misc office

\$358.81 already approved-no action needed

\$4984.70 NPG for the park, money can be taken from excess not needed for mailer (4876.10) and from misc storage supplies (108.60)

Only remaining \$\$ are Office approx. \$2600, Outreach 0 NA ads \$600, Other \$4640, Elections \$6136.10 (\$1250 if funding NPG)= \$13966 (\$9090 if funding NPG)
Motions approved for bus bench ad \$1K, Banners \$1.4K NA ads \$600
Office/operational expenses \$2600 Web Corner \$2500 = (\$8100)

Have to double check regarding election lawn sign for motion, may need a director's motion.

To vote, all member must have ethics and funding training and have completed the Code of Conduct acknowledgement. Any Funding trainings completed before July 1, 2018 will expire June 30, 2020

On line training is available for non-Financial Officers, you can find this at EmpowerLA under self-serve> board member trainings> funding> which takes you to the lacity.org > Neighborhood Council Funding Program> Training, Workshop and Tools

Funding Documents that you should be familiar with can be found at lacity.org: la city clerk > neighborhood council funding program > documents, forms and reports

Here you will find under Governing Document > policies and guidelines. This is the latest version (4/8/2019) of our funding guidelines. Also Event forms/NPG-neighborhood purpose grant forms, etc.

The public dashboard can be found at clerk.lacity.org > Neighborhood Council Funding Program > Neighborhood Council Funding Program Dashboard > use the drop down to find the NC you wish to look at

<https://cityclerk.lacity.org/NCFundPortal/Dashboard.html>

