

BOD10/15/2019-Treasurer's Report

September MER was sent to you around 10/6. All routine expenses.

To review, NCs were given \$42,000 this year plus any carry over up to \$10K. Our carryover was \$7535.59 for a total of \$49535.59. (plus our insurance check for stolen items-approx. \$2800-this will be another budget adjustment when it is added to our account, I do ask 1-2x's per month about it).

We have \$4800 or 5300 of new funding requests on our agenda. With your approval I will rearrange the budget numbers to accommodate them. Budget adjustments needed are noted with an asterisk.

In summary: Most funding motions will just become a line item in the existing budget under the appropriate category, like the door hangers will fall under misc Outreach. But in order to actually spend the money we still need a specific motion for it.

This month if approved:

(#12.3) -\$2K for Bike Safety Fair and (#12.4) \$2K-Safe Cycling Wallet Cards and Booklets, funds will move from NPG to Outreach, leaving NPG with \$1400. Current budget \$7500, spent \$2100 requested today \$4000, leaving \$1400.

(#14.4) \$500 or \$1000 for door hangers will be under Misc Outreach funds, funds are already there.

***Outreach misc will increase by \$900, from \$6435.59 to \$7335.59, due to reduced MVFM rental of only \$300, budgeted amount was \$1200. Misc outreach already spent \$3086.28 leaving a balance of \$4249.33)

Brief explanation of Funding Motions this month:

*****12.3** 2nd Annual MV Bike Safety Fair \$2K. (*budget adjustment \$2000 will move from from NPG to Outreach, current budgeted amount \$7500, decreases to \$3400, Mobility Committee will speak to this. Treasurer's comment must be Event or NPG according to city guidelines. If the committee prefers an NPG vs Event then a completed NPG with supporting documents must be submitted in order for us to vote on it.*)

*****12.4** Printing and/or purchase of Safe cycling Wallet cards and Booklets \$2K (*budget adjustment- \$2000 will move from NPG to Outreach, current budgeted amount will decrease from \$3400 to \$1400*) Treasurer's comment-Are these for the Bike Safety Fair? If so they should be included in the Event or NPG budget. If this is SWAG it needs to be branded.

12.5 MVCC ads in Hilltop newsletter, The MVCC is offering NAs up to \$150 to place ads in their newsletters as an Outreach tool, already in budget, no adjustment needed.

12.6 Booth rental at Hilltop annual picnic, The MVCC this year is offering \$150 for booth rental to do outreach at NAs block parties in accordance with city rules already in budget, no adjustment needed.

12.7 Board Member Reimbursement, this is a redo, previously approved \$52.21 with receipt of \$52.51. Elliot was willing to forgo the 30 cents but city said we needed new motion with correct amount. No budget adjustment needed already in budget Aug/2019 motion #12.14)

12.8 Board member Reimbursement, no budget adjustment needed already in budget Aug/2019 motion #12.15.

*****14.4** unfinished business - \$1K PLUM/Outreach Door hangers. This motion is for door hangers to be used to notify residents of construction projects as needed. This includes printing and distribution. Printing is approx. \$350-\$450 for 5000 doorhangers. Distribution runs approx. \$190/1000. Kathryn

Wheeler and/or Stacey can speak to the motion if needed. (No budget adjustment needed-can come out of Outreach misc,

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>

MVCC FY 2019-2020 Annual Budget	42,000
Adjustment 8/1 rollover funds	7535.59
Adjustment	

Total	49535.59
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Office/Operational Expenditures

Room rentals-St Andrews	600
Room Rentals-Westside Vineyard	600
Room rentals-Windward school	1200
Room rentals-St Bede 's	600

Storage

Storquest	5532
BOD setup & storage \$150/m0	1500
PO Box Rental	162
Office-related service - minute taker	2400
Office-related - printing/copping	2400

Printing - business cards	1000
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Hospitality - meeting refreshments/snacks	1200
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*8/2019 Hospitality \$50/mtg/BOD

Misc Office Supplies	600
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*8/2019 12.14 storage unit supplies \$500

Total	17794
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Outreach

Space Rental MVFM	1200
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Website hosting & maintenance -Web Corner	1926
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E-mail service - Mail Chimp	360
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Newsletters Fall/Spring	12220
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Neighborhood Association - outreach (x7)	1050
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*Aug NWNA \$150

*Sept 12.11 Westdale HO \$150

Neighborhood Association - newsletter ads (x7)	1050
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*Aug NWNA \$150

*Sept 12.12 Westdale HO \$150

Misc Outreach	6435.59
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*Aug 12.11 town hall \$500

*Aug 12.15 Mobile Outreach \$500

*Sept12.4 Budget Advocates \$1000

*Sept 12.5 Congress of Neighborhoods \$2000

*Sept 12.9 Disaster Survival Training \$300

*Sept 12.14 Homeless Resource Guide \$300	
Total Outreach Expenditures	25241.59
Neighborhood Purpose Grants	7500
*Aug 12.4 Friends of the Library \$1500	
*Sept 12.8 Grease Night \$600	
Community Improvement Projects	0
Aug Adjusted from \$4K to \$2K	
Sept Adjusted from \$2K to 0	

Elections

TOTAL BUDGET ALLOCATIONS	
Office/Operational Expenditures	17794
Outreach Expenditures	24241.59
Elections Expenditures	0
General and Operational Expenditures	42035.59
NPG Expenditures	7500
CI expenditures	0
TOTAL EXPENDITURES FOR FY 2019-20	49535.59