

BOD meeting 12/8/2020-Treasurer’s Report submitted by Holly Tilson

The November Monthly Expense Report (MER) was emailed to the BOD 12/8 for your review. MER is available after the 5th of each month pending holidays, weekends, review by auditor and receipts approved.

Background: 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 in March. We encumbered \$3100 of our remaining balance of \$9040

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

-\$600 for the bus bench advertising, both still in the works but nearing completion.

All NCs can carryover up to \$10K, our carryover is \$5940.95 (notice dated 8/1). This gives us a budget total of \$41,040.95.

Annual Budget Funds	\$32000
Encumbered Funds	\$ 3100
Carryover	\$ 5940.95
Total Annual budget funds	\$41,040.95
Office/Operations expenditures category	\$12077
Outreach Expenditures	\$18,763.95
(Outreach 12823 + carryover \$5940.95 = 18763.95)	
Election Expenditures	\$8000
NPG	\$2000
Community Improvement	\$200

Recommended Budget adjustments for funding this month’s motions.

14.2-Motion is for \$7500 Review: Carryover added to budget under misc outreach-\$5940.95, approved Oct 2020 along with a \$3K Motion for election outreach and a \$1K motion for Printing Plum/CP leaving \$1940.95 as misc outreach.

Summer/Fall Newsletter already has \$6500. Would recommend moving an additional \$1K from the \$3K election outreach to equal \$7500 (leaving a balance of \$2K). Any unused money would be placed back into that \$3K election outreach.

14.3-Motion for \$850 election banner(s) Would recommend using \$850 from the remaining \$2K Election outreach (leaving \$1250). Any unused money would be placed back into the Election Outreach.

14.4-Motion for \$800 Renter’s flyer. Would recommend moving \$800 from “uncommitted carryover-\$1940.95” leaving a balance of \$1140.95. Any unused money would be placed back into uncommitted carryover.

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>