

EXFIN meeting 11/2/2020-Treasurer’s Report submitted by Holly Tilson

The city’s OCT Monthly Expense Report (MER) will not be ready until after the 5<sup>th</sup> of each month. Below pls find the city’s accounting as of 10/31 5pm.

Budget 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

All NCs can carryover up to \$10K, our carryover is \$5940.95 (notice dated 8/1). 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	\$32000
Encumbered Funds	\$ 3100
Carryover	\$ 5940.95
Total budget funds this year	\$41,040.95
Office/Operations expenditures category	\$12077
Outreach Expenditures	\$18,763.95
Election Expenditures	\$8000
NPG	\$2000
Community Improvement	\$200

From the city dashboard as of 10.31.2020:

Budget Amount	\$41,040.95
YTD Spending	\$ 3,084.89
(ck \$49.34, cc \$3035.55) this month	\$721.99
10/1 The Web Corner	\$ 153.50
10/1 Storquest	\$ 488.00
10/26 Maestrasuite.com	\$ 49.00
10/28 Mailchimp	\$ 31.49
Commitments	\$00000.00
Pending Payments	0.00
Net Available	\$37,956.06
Cash Balance	\$37,956.06

-Still waiting on the city for a shared use agreement between the park and the MVCC to store our meeting supplies (plus other equipment if space available). The latest request is for the ADA compliance checklist to be completed by the park and if more info is needed later regarding that DONE (Freddy) will be asked to complete/gather the rest of the info.) We may also need to use some of the carryover if we can't get rid of the excess in the storage unit or store everything at the park. Please note this venture started with just storing our meeting equipment at the park rather than hauling it back and forth to a storage unit with the hopes of at least downsizing. Budget reflects 6 months of rental, so come Dec we may need to add some funds to this category.

-City is still working on a contract with the web corner (for the balance \$2500 of upgrades and the monthly maintenance, city originally had a contract with TWC but that ended 6/30/2020.

-Still waiting on the bus bench contract (per Kathryn)

-Possible NPG request from safety committee.

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>