

EXFIN meeting 3/1/2021-Treasurer’s Report submitted by Holly Tilson

The city’s FEB Monthly Expense Report (MER) will not be ready until after the 3/5. Below pls find the city’s accounting as of 3/1. Please note our credit card was cancelled, the new credit card is somewhere in the city accounting dept, therefore our credit card expenditures are being paid by our Funding Rep. *

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 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 (paid)

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	\$32,000
Encumbered Funds	\$ 3,100
Carryover	\$ 5,940.95
Total budget funds this year	\$41,040.95
Office/Operations expenditures category	\$12,077
Outreach Expenditures	\$18,363.95
(Outreach \$8464, NA ads \$900, Other \$8999.95)	
Election Expenditures	\$ 8,000
NPG	\$ 2,400
Community Improvement	\$ 200

From the city dashboard as of 3.1.2021 *spent but not on city dashboard

Budget Amount	\$41,040.95
YTD Spending	\$12,207.57
(ck \$2449.54, cc \$9758.23) this month \$	
2/1 The Web Corner	\$153.50
2/5 InSite street Media Dept	\$599.97
2/9 CBS Advertising Dist LLC	\$2,467.50
*(2/19 Marina Graphics (coding)	\$260.61)
*(2/26 Maestrasuite.com	\$49.00)
*(2/28 Mailchimp	\$32.39)
Commitments	\$0.00
Pending Payments	\$ 3,067.47

Net Available	\$25,765.91
Cash Balance	\$28,833.38

-Still waiting for a shared use agreement between the park and the MVCC to store our meeting supplies (plus other equipment if space available). Kathryn will complete with the park the ADA compliance checklist, if more info is needed later DONE (Freddy) will be asked to complete/gather the rest of the info.) Once the park is open and "stay at home" lifted our items can be moved into the park. We may need to rent a smaller unit 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 12 months of rental.

-Web Corner is still a work in progress-Kathryn to update.

Motion tonight-**\$14000** for printing a postcard and mailing it to MV addresses or printing and hand delivering a newsletter. I have taken every cent from anything I feel we will not spend and circled it in red on the spreadsheet. We budgeted \$6500 for a candidate newsletter already so would need another \$7500 to equal \$14K. We have a possible \$9055.38 to reserve the \$7500 from.

This list follows the budget sheet line by line. Where we can definitely take it from is marked with one (*) where we might take some from is marked with two (**)

*Room rentals -\$200

*MVFM - \$300

*minute taker -\$500

* or ** Printing - \$537.94 some or all

* or ** business cards \$500 some or all maybe \$300 for sure

*hospitality - \$300

*summer/spring newsletter - \$836.59

*survey Monkey - \$19.30

* or **Advertising - \$379

* or ** door hangers - \$450.86

*facebook ads - \$500

**NA ads - \$750 we have motions for 3 NAs but the first 2 are from July and Aug so don't think they are happening. Budgeted \$900

- * or **misc Outreach - \$359
- *uncom - \$440.95
- *outreach elections - \$500 amount left out of the \$3000
- *or **printing/plum -\$1000
- *outreach elections, added to Spr/Sum newsletter to = \$7500 - \$1000
- *Renter's flyer - \$415.80
- *geo-coding - \$39.39
- *Bus bench ads - \$.03
- *Com improvement - \$26.37

Need an addition \$7500 for the motion. Have in budget already \$6500, \$836.59, \$1000 and \$500 which = \$8836.59 Still need \$5163.41 The categories with an * we can use, so only need to decide on where \$2421.57 should come from. The categories with two ** most likely won't be spent.

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>