

ADMINISTRATIVE MOTION

For June 15, 2022

COMMITTEE: Executive/Budget & Finance

TITLE: Budget Adjustments

PURPOSE: To move monies in appropriate budget categories

BACKGROUND:

To cover costs of certain categories, the following moving of funds is suggested:

\$173.67 From Office/Operational Expenses - Professional Services, which has \$200.00

To: Office/Operational Expenses - USPS PO Box \$64.00

To: Office/Operational Expenses - GoDaddy \$21.17

To: Office/Operational Expenses - Web Corner \$88.50

\$1,184.00 From Outreach Expenditures - Newsletter/Mailers, which has \$2,000.00

To: Office/Operational Expense - DONE Zoom License \$200.00

To: Office/Operational Expense - SurveyMonkey Reset \$384.00

To: Outreach Expenditures - Library Improvements \$600.00

Budget Amount: \$33,711.54

YTD Expenses (approx): \$27,304.97

Remaining (approx): \$6,406.57

THE MOTION:

The MVCC approves moving funds from various categories to cover costs.

ACTION/VOTE COUNT:

Executive/Budget & Finance Committee approved without objection.

Current Ledger

NC FUNDING BUDGET	FUNDS
Annual Budget Funds	\$32,000.00
Rollover Funds (limited to \$10,000)	\$1,711.54
Total Funds	\$33,711.54

MVCC BUDGET AMOUNT	FUNDS
Annual Budget Funds	\$32,000.00
Rollover Funds (limited to \$10,000)	\$1,711.54
Total Funds	\$33,711.54

NC FUNDING EXPENSES-TO-DATE	SPENT
NC Funding Credit Card Transactions	\$12,400.70
NC Funding Requests + Outstanding	\$10,252.28

MVCC EXPENSES-TO-DATE	SPENT
Subtotal Credit Card Transactions	\$13,572.69
Subtotal Funding Requests	\$13,732.28

NC FUNDING BALANCE	REMAINING
Total Beginning Funds	\$33,711.54
Total Spending	\$22,652.98
Total Funds Remaining	\$11,058.56
ROLLOVER AMOUNT Difference	\$1,058.56

MVCC FISCAL YEAR BALANCE	REMAINING
Total Beginning Funds	\$33,711.54
Total Spending	\$27,304.97
Total Funds Remaining (Rollover)	\$6,406.57
ROLLOVER AMOUNT Difference	-\$3,593.43

		Cleared
BUDGET AMOUNT		
Budget	\$32,000.00	
Rollover	\$1,711.54	
Subtotal	\$33,711.54	
NC Funding Budget Amount	\$33,711.54	
DIFFERENCE	\$0.00	
8/14 - Ikea Carson	\$17.50	✓
8/14 - Lowes	\$6.55	✓
8/17 - Web Corner	\$153.50	✓
8/27 - Got Junk	\$474.00	✓
8/28 - MailChimp	\$32.39	✓
9/1 - Web Corner	\$153.00	✓
9/28 - MailChimp	\$32.39	✓
10/1 - Web Corner	\$153.50	✓
10/6 - Bundy's Lock	\$42.71	✓
10/15 - USPS	\$28.00	✓
10/28 - MailChimp	\$32.39	✓
11/1 - Web Corner	\$153.50	✓
11/28 - MailChimp	\$32.39	✓
12/1 - Web Corner	\$153.50	✓
12/17 - SNH GoDaddy.com	\$21.17	✓
12/28 - MailChimp	\$32.39	✓
12/29 - VISTAPrint	\$108.60	✓
12/30 - VistaPrint	-\$33.93	✓
1/1 - Web Corner	\$153.50	✓
1/10 - Cash n' Carry	\$26.97	✓
1/10 - Staples	\$8.30	✓
1/20 - VistaPrint	\$131.65	✓
1/23 - PayPal	\$48.00	✓
1/25 - Foreign Fee	\$0.43	✓
1/28 - MailChimp	\$32.39	✓

		Cleared
1/31 - Simon	\$250.00	<input checked="" type="checkbox"/>
2/1 - Web Corner	\$153.50	<input checked="" type="checkbox"/>
2/22 - Flyers	\$232.34	<input checked="" type="checkbox"/>
2/28 - MailChimp	\$35.99	<input checked="" type="checkbox"/>
3/1 - Web Corner	\$153.50	<input checked="" type="checkbox"/>
3/28 - MailChimp	\$35.99	<input checked="" type="checkbox"/>
3/29 - VistaPrint	\$261.15	<input checked="" type="checkbox"/>
3/30 - Marina Graphics	\$4,886.99	<input checked="" type="checkbox"/>
3/31 - Web Corner	\$21.50	<input checked="" type="checkbox"/>
4/1 - Web Corner	\$153.50	<input checked="" type="checkbox"/>
4/7 - Simon	\$3,105.00	<input checked="" type="checkbox"/>
4/13 - Copyland	\$290.49	<input checked="" type="checkbox"/>
4/19 - VistaPrint	\$118.02	<input checked="" type="checkbox"/>
4/28 - Web Corner	\$3.50	<input checked="" type="checkbox"/>
4/18 - MailChimp	\$35.99	<input checked="" type="checkbox"/>
5/1 - Web Corner	\$157.00	<input checked="" type="checkbox"/>
5/2 - NameTag	\$98.46	<input checked="" type="checkbox"/>
5/28 - MailChimp	\$39.99	<input checked="" type="checkbox"/>
5/31 - USPS Box Rental	\$216.00	<input checked="" type="checkbox"/>
6/1 - The Web Corner	\$157.00	<input checked="" type="checkbox"/>
6/6 - SurveyMonkey reset for June 15	\$384.00	<input type="checkbox"/>
6/10 - MailChimp reset for June 15	\$39.99	<input type="checkbox"/>
6/15 - The Web Corner reset for June 15	\$78.50	<input type="checkbox"/>
6/15 - Zoom License from DONE	\$200.00	<input type="checkbox"/>
6/15 - Library Literature Stand	\$79.50	<input type="checkbox"/>
6/15 - Library Poster Board	\$290.00	<input type="checkbox"/>
6/15 - Library attachment product for poster & Stand	\$100.00	<input type="checkbox"/>
EXPENSE-TO-DATE		
Subtotal Credit Card Transactions to Date	\$13,572.69	
NC Funding Credit Card Transactions	\$12,400.70	<input checked="" type="checkbox"/>
DIFFERENCE	\$1,171.99	
The Web Corner	\$153.50	
Kathryn Wheeler Reimbursements	\$416.39	
Kathryn Wheeler Reimbursements	\$32.39	
LA Parks & Recreation	\$6,400.00	
Friends of MV Library	\$3,100.00	
Transfer to Councilmember Koretz for Tree Stumps	\$3,480.00	
MVNA	\$150.00	
Subtotal Funding Requests	\$13,732.28	
NC Funding Requests	\$10,102.28	<input checked="" type="checkbox"/>
DIFFERENCE	\$3,630.00	
TOTAL OUTSTANDING		
MVNA	\$150.00	
Subtotal for Total Outstanding	\$150.00	<input checked="" type="checkbox"/>

Budget

	TOTALS	YTD	REMAINING	Cleared
BUDGET AMOUNT				
Budget	\$32,000.00			
Rollover	\$1,711.54			
Subtotal	\$33,711.54			
NC Funding Budget Amount	\$33,711.54	\$27,304.97	\$6,406.57	✓
TOTALS	\$33,711.54			
OFFICE/OPERATIONAL EXPENSES	\$7,079.54	\$4,645.65	\$2,433.89	✓
Storage Storquest	\$527.00	\$0.00	\$527.00	✓
7/13/21 #9.2 Storage Removal	\$474.00	\$474.00	\$0.00	✓
8/27 - Got Junk		\$474.00		✓
USPS PO Box	\$180.00	\$244.00	\$0.00	✓
10/15 - USPS		\$28.00		✓
5/31 - USPS Box Rental		\$216.00		✓
Funds Moved to cover USPS PO Box	\$64.00			✓
Go Daddy	\$0.00	\$21.17	\$0.00	✓
12/17 - SNH GoDaddy.com		\$21.17		✓
Funds Moved to cover Go Daddy	\$21.17			✓
Professional Services	\$200.00	\$0.00	\$26.33	✓
Move Funds to cover USPS PO Box	(\$64.00)			✓
Move Funds to cover GoDaddy	(\$21.17)			✓
Move Funds to Cover Web Corner	(\$88.50)			✓
Printing Meetings	\$0.00	\$0.00	\$0.00	✓
Business Cards, Name Tents	\$1,000.00	\$388.95	\$611.05	✓
4/13 - Copyland		\$290.49		✓
5/2 - NameTags		\$98.46		✓
8/18/21 #7.3 Reimbursement SurveyMonkey	\$384.00	\$384.00	\$0.00	✓
Kathryn Wheeler Reimbursements		\$384.00		✓
Web Corner	\$1,842.00	\$1,930.50	\$0.00	✓
The Web Corner		\$153.50		✓
8/17 - Web Corner		\$153.50		✓
9/1 - Web Corner		\$153.00		✓
10/1 - Web Corner		\$153.50		✓
11/1 - Web Corner		\$153.50		✓
12/1 - Web Corner		\$153.50		✓
1/1 - Web Corner		\$153.50		✓
2/1 - Web Corner		\$153.50		✓
3/1 - Web Corner		\$153.50		✓
4/1 - Web Corner		\$153.50		✓
4/28 - Web Corner		\$3.50		✓
5/1 - Web Corner		\$157.00		✓
6/1 - The Web Corner		\$157.00		✓
Funds Moved to cover Web Corner reset	\$88.50			✓
6/15 - The Web Corner reset for June 15		\$78.50		✓
10/20/21 #7.4 Email Account	\$42.00	\$21.50	\$20.50	✓

	TOTALS	YTD	REMAINING	Cleared
3/31 - Web Corner		\$21.50		✓
MailChimp	\$388.68	\$382.29	\$6.39	✓
8/28 - MailChimp		\$32.39		✓
9/28 - MailChimp		\$32.39		✓
10/28 - MailChimp		\$32.39		✓
11/28 - MailChimp		\$32.39		✓
12/28 - MailChimp		\$32.39		✓
1/28 - MailChimp		\$32.39		✓
2/28 - MailChimp		\$35.99		✓
3/28 - MailChimp		\$35.99		✓
4/18 - MailChimp		\$35.99		✓
5/28 - MailChimp		\$39.99		✓
6/10 - MailChimp reset for June 15		\$39.99		✓
8/18/21 #7.3 (Jun & Jul 2021) MailChimp 7.16	\$64.78	\$64.78	\$0.00	✓
Kathryn Wheeler Reimbursements		\$32.39		✓
Kathryn Wheeler Reimbursements		\$32.39		✓
10/20/21 #7.9 MailChimp Template	\$50.00	\$48.43	\$1.57	✓
1/23 - PayPal		\$48.00		✓
1/25 - Foreign Fee		\$0.43		✓
Hospitality	\$300.00	\$0.00	\$300.00	✓
Misc Office Supplies	\$500.00	\$102.03	\$397.97	✓
8/14 - Ikea Carson		\$17.50		✓
8/14 - Lowes		\$6.55		✓
10/6 - Bundy's Lock		\$42.71		✓
1/10 - Cash n' Carry		\$26.97		✓
1/10 - Staples		\$8.30		✓
Misc TBD	\$2.08	\$0.00	\$2.08	✓
Budget Adjustment	\$241.00	\$0.00	\$241.00	✓
7/13/21 #12.6 Board Retreat	\$300.00	\$0.00	\$300.00	✓
6/15/22 #7.? DONE ZOOM License	\$200.00	\$200.00	\$0.00	✓
6/15 - Zoom License from DONE		\$200.00		✓
SurveyMonkey Reset (\$384)	\$384.00	\$384.00	\$0.00	✓
6/6 - SurveyMonkey reset for June 15		\$384.00		✓
OUTREACH EXPENDITURES	\$13,632.00	\$9,679.32	\$3,952.68	✓
Newsletter/Mailers	\$2,000.00	\$0.00	\$516.00	✓
Move Funds to Office/Operational Expenses	(\$884.00)			✓
Move Funds for Library Improvements	(\$600.00)			✓
10/20/21 #9.2 Newsletter	\$8,000.00	\$7,991.99	\$8.01	✓
3/30 - Marina Graphics		\$4,886.99		✓
4/7 - Simon		\$3,105.00		✓
Advertising	\$400.00		\$400.00	✓
10/20/21 #7.8 Advertising MVNA	\$150.00	\$150.00	\$0.00	✓
MVNA		\$150.00		✓
10/20/21 #7.10 Banners	\$450.00	\$379.17	\$70.83	✓
3/29 - VistaPrint		\$261.15		✓

	TOTALS	YTD	REMAINING	Cleared
4/19 - VistaPrint		\$118.02		✓
10/20/21 #7.5 PLUM Door Hangers	\$3,500.00	\$688.66	\$2,811.34	✓
12/29 - VISTAPrint		\$108.60		✓
12/30 - VistaPrint		(\$33.93)		✓
1/20 - VistaPrint		\$131.65		✓
1/31 - Simon		\$250.00		✓
2/22 - Flyers		\$232.34		✓
Misc Outreach TBD	\$16.00	\$0.00	\$16.00	✓
6/15/22 #7.? Library Improvements	\$600.00	\$469.50	\$130.50	✓
6/15 - Library Literature Stand		\$79.50		✓
6/15 - Library Poster Board		\$290.00		✓
6/15 - Library attachments - poster & Stand		\$100.00		✓
NEIGHBORHOOD PURPOSE GRANTS	\$9,500.00	\$9,500.00	\$0.00	✓
LA Parks & Recreation		\$6,400.00		✓
Friends of MV Library		\$3,100.00		✓
COMMUNITY IMPROVEMENT	\$3,500.00	\$3,480.00	\$20.00	✓
Transfer by CM Koretz for Tree Stumps		\$3,480.00		✓