EXFIN meeting 1/4/2021-Treasurer's Report submitted by Holly Tilson

The city's DEC Monthly Expense Report (MER) will not be ready until after the 5th 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	$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	$18,763.95
(Outreach $8464, NA ads $900, Other $9399.95)	
Election Expenditures	$ 8,000
NPG	$ 2,000
Community Improvement	$ 200

From the city dashboard as of 12.31.2020:

Budget Amount	$41,040.95
YTD Spending	$ 6,723.14
(ck $1249.54, cc $5473.80) this month $1676.36	
12/1 The Web Corner	$153.50
12/1 Storquest	$527.00
12/5 Woods Ace Hdwe	$ 3.27-key
12/14 Copyland	$284.71-renters flyer
12/15 Office Depot	$ 6.92-renters flyer
12/16 Office Depot	$ 92.57-renters flyer
12/26 Maestrasuite.com	$ 49.00
12/28 Mailchimp	$ 32.39

12/31 Storquest $527.00

Commitments	$	0.00
Pending Payments		0.00
Net Available		$34,317.81
Cash Balance		$34,317.81

-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). 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.) 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.

-Bus bench ads should be coming soon-Kathryn to update.

- E&B recommends spending up to $1500 for advertising the all vote by mail election. This includes banners (exact wording TBD), posters, flyers, etc. More detail can be found in the minutes from the last E&B mtg. Recommend using monies from carry over ($3K was approved in OCT for election outreach, $1K of the $3K was put toward the newsletter. Would use $1500 of the $2K to fund this motion.

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