


<p>Committee Members:</p> <p>Kathy Schreiner, Chair Jennifer Febre Hakop 'Jack' Azatyan</p>	<p>Van Nuys Neighborhood Council</p>  <p>Van Nuys Neighborhood Council Budget and Finance Committee Monday, July 29, 2021 7:00 p.m. Virtual Meeting</p>	 <p>Van Nuys Neighborhood Council P.O. Box 3118 Van Nuys, CA 91407-3118</p> <p>Email: info@vnnc.org Web: www.vnnc.org</p>
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Minutes of the Budget & Finance Committee

Chair of Budget and Finance Committee: Kathy Schreiner, Vice President

Members of Budget and Finance Committee: Hakop Azatyan and Jennifer Febre, Treasurer.

1. Welcome, Pledge of Allegiance, and Roll Call
 - a. Meeting Called to order by Chair, Kathy Schreiner at 7:02pm
 - b. Vice President Kathy Schreiner reviewed the governor's executive order
 - c. Pledge of Allegiance
 - d. Roll call/Present – Kathy Schreiner, Jennifer Febre and Hakop Azatyan
 - e. Kathy gave a preliminary welcome. She noted that there was a typo in the agenda. The General Public Comment and Review of Minutes were not split into two items. She said that the Review of Minutes would be labeled "2a."
2. General Public Comment on Non-Agenda Items (2 min per stakeholder). There were no public comments.
- 2a. Review of Minutes from 4/5, 4/26, 5/24, and 6/30 meetings.
 - <https://vnnc.org/wp-content/uploads/2021/07/Budget-and-Finance-Committee-Minutes-04.05.21-final.pdf>
 - <https://vnnc.org/wp-content/uploads/2021/07/Budget-and-Finance-Committee-Minutes-04.26.21.pdf>
 - <https://vnnc.org/wp-content/uploads/2021/07/Budget-and-Finance-Committee-Minutes-05.24.21.pdf>

- <https://vnnc.org/wp-content/uploads/2021/07/Budget-and-Finance-Committee-Minutes-06.30.21.pdf>
 - Reviewed all the minutes, no suggestions were made.
 - Treasurer Febre made motion to approve minutes from 4/5, 4/26, 5/24, and 6/30 meetings and Vice President Schreiner seconded motion.
 - Unanimous vote to approve motion.
3. Discussion and possible action regarding approval of June MER. <https://vnnc.org/wp-content/uploads/2021/07/VNNC-June-2021-MER.pdf>
 - a. Reviewed June MER.
 - b. Mr. Azatyan made a motion to approve June MER and Treasurer Febre seconded motion.
 - c. Unanimous vote to approve motion.
 - d. No public comments.
 4. Recommendation that motions be placed on the consent calendar for the General Board Meeting in August to pay August 1st invoices that will be received from Bridgegap and Moore Business Results.
 - a. This agenda item was withdrawn by Vice President Schreiner since the bylaws do not require the committee to review expenditures before the general board meeting.
 5. Discussion and possible recommendation of revision of 2021-22 budget (approved by Board of VNNC in July) once the City adds \$10,000 of rollover funds to VNNC account, so that budget should total \$42,000.
 - a. Vice President Schreiner said that she heard a representative of Empower LA, say that the transfer and availability of rollover funds is expected to take place at the start of August.
 - b. Treasurer Febre shared on screen a revised budget that adds \$10,000 to the NPG line item. She will update budget spreadsheet to reflect proposed budget amendment to incorporate rollover funds, and provide document for GBM agenda.
 - c. Vice President Schreiner made a motion to add the total amount of rollover funds to the budget category for Neighborhood Purpose Grants, once the funds become available. Mr. Azatyan seconded the motion. *(Note that this motion is made without a \$ amount because this meeting took place before the amount of rollover funds was announced.)*
 - d. Unanimous vote to approve motion.
 - e. No public comment.
 6. Discussion and possible action to recommend priority expenditures to be made from 2021-22 funds.
 - a. There was a discussion about whether to recommend that funds be approved to purchase nametags, nameplates, and business cards. Treasurer Febre reported that the budget includes \$840 for these

items (estimated at \$40 per member). It was agreed not to take action at this meeting. The need for these items is not urgent since in person meetings will not resume for an extended period and logo re-design will be discussed.

b. Public comment by Kibwe Trim.

7. Adjournment at 7:39pm.

a. Mr. Azatyan made a motion for adjournment and Vice President Schreiner seconded motion.