

## Van Nuys Neighborhood Council



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John Camera  
Josue Chavez  
Brian Edelman  
Jarred Piña  
Ann Kalb  
David Kopelev  
Britt Vaughan  
Cyle Zezotarski

### Van Nuys Neighborhood Council Budget and Finance Committee AGENDA

Tuesday, June 4th, 2024

5:30PM

Van Nuys Branch  
Library

6250 Sylmar Ave.

Van Nuys, CA 91401

Community Room

Van Nuys  
Neighborhood Council  
P.O. Box 3118  
Van Nuys, CA 91407-3118

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Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board/Committee is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board or Committee meeting.

Public comment is limited to a maximum of 2 minutes per speaker per item with a maximum of 10 minutes total per meeting, unless adjusted by the presiding officer of the Board. **Actual time for each comment will be recorded in 30 second increments (i.e., 30 sec., 1 min., 90 sec., 2 min.).**

**Speakers shall limit their comments to matters relevant to the item on the agenda. The Chair may rule that the speaker is out of order if the comments are not germane to the item under consideration. Speakers shall direct their comments to the Committee (not to an individual).**

Chair of Budget & Finance Committee: David Harari  
Members: Hakop Azatyan, Myrra Bolla, David Kopelev, Kathy Schreiner,

1. **Roll Call and Pledge of Allegiance**
2. **Discussion and possible action to approve the April 2024 MER (Monthly Expenditure Report) \*\*Copy of the April MER can be found on pages 4 – 5 below\*\***
3. **Discussion and possible action to amend revised budget adjustment to add \$1,000 for Web Hosting and Maintenance to bring it to \$9,000 in total. The last revision approved by the Budget & Finance Committee dropped the total to \$8,000, but the cost to renew VNNC Email Addresses will put this line item over-budget.**
4. **Discussion regarding the Draft of the Administrative Packet for 2024/2025. Topics to include: BAC signers (First, Second, Alternate), 1<sup>st</sup> Bank Cardholder, 2<sup>nd</sup> Cardholder, and Budget 2024/2025.**
5. **General Public Comment on Non-Agenda Items (2 min per stakeholder). Note that topics discussed must be within the jurisdiction of the VNNC.**
6. Identification of topics Committee members would like to discuss at a future meeting.
7. Adjournment

**THE AMERICN WITH DISABILITIES ACT** - As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 72 hours prior to the meeting you wish to attend by contacting VNNC by via email at: [info@vnnc.org](mailto:info@vnnc.org)

**SERVICIOS DE TRADUCCION** - Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 72 horas antes del evento. Por favor contacte a [info@vnnc.org](mailto:info@vnnc.org) por correo electrónico para avisar al Concejo Vecinal.

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**PUBLIC ACCESS OF RECORDS** – In compliance with Government Code section 54957.5, non- exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed, 6262 Van Nuys Blvd, Van Nuys, CA 91401, at our website: <http://www.vnnc.org/> or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact via email: [info@vnnc.org](mailto:info@vnnc.org)

**RECONSIDERATION AND GRIEVANCE PROCESS** - For information on the VNNC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this

Council, please consult the VNNC By-laws. The By-laws are available at our Board meetings and our website <http://www.vnnc.org>

**Notice to Paid Representatives** - If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

# Monthly Expenditure Report



Reporting Month: April 2024

Budget Fiscal Year: 2023-2024

NC Name: Van Nuys Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$17846.64	\$684.87	\$17161.77	\$934.20	\$0.00	\$16227.57

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$27220.00	\$684.87	\$13600.45	\$934.20	\$12666.25
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$8426.60	\$0.00	\$3561.32	\$0.00	\$3561.32
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$17799.96	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	VBS VONAGE BUSINESS	04/05/2024	Monthly bill for Vonnage phone service. Budgeted item.	General Operations Expenditure	Office	\$29.62
2	FEDEX OFFIC19000019026	04/07/2024	Copies for 4/10/24 VNNC General Board Meeting. This is a budgeted item.	General Operations Expenditure	Office	\$46.00
3	PY ALL RIGHT STORAGE	04/10/2024	Monthly payment for VNNC storage unit. This is a budgeted item.	General Operations Expenditure	Office	\$195.00
4	LIDO PIZZA	04/10/2024	Pizza for 4/10/24 General Board Meeting. Covered by a budget line item.	General Operations Expenditure	Office	\$93.29
5	WENDY L. MOORE / MOORE BUSINESS RESULTS	04/02/2024	VNNC website admin and agenda posting for December 2023.	General Operations Expenditure	Office	\$320.96
<b>Subtotal:</b>						<b>\$684.87</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	WENDY L. MOORE / MOORE BUSINESS RESULTS	05/06/2024	VNNC Web Services & Posting April 2024	General Operations Expenditure	Office	\$546.72

2	City of Los Angeles - Department of Neighborhood Empowerment	05/13/2024	Zoom license for the VNNC (2 in total)	General Operations Expenditure	Office	\$387.48
<b>Subtotal: Outstanding</b>						<b>\$934.20</b>