

Van Nuys Neighborhood Council



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Members

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John Camera
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Brian Edelman
John Hendry
Ann Kalb
Dalilah Perez-Vigo
Derrick Spears
Cyle Zezotarski

Van Nuys Neighborhood Council Budget and Finance Committee AGENDA

Monday, December 30th,
2024

6:00PM

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

Email: info@vnnc.org
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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, Kathy Schreiner,

1. **Roll Call and Pledge of Allegiance**
2. **Discussion and possible action to recommend that the VNNC Board approve the October 2024 MER (Monthly Expenditure Report). See attached cover page.**
3. **Discussion and possible action to recommend that the VNNC Board approve the November 2024 MER (Monthly Expenditure Report). See attached cover page.**
4. **Discussion about budget items to modify in a revised budget.**
5. **Discussion about outreach for NPG applications.**
6. **General Public Comment on Non-Agenda Items (2 min per stakeholder). Note that topics discussed must be within the jurisdiction of the VNNC.**
7. Identification of topics Committee members would like to discuss at a future meeting.
8. Adjournment

THE AMERICAN 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

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 por correo electrónico para avisar al Concejo Vecinal.

PUBLIC POSTING OF AGENDAS – VNNC agendas are posted publicly near the front door to the conference room of the Marvin Braude Constituents Building, 6262 Van Nuys Blvd., Van Nuys, CA 91401 and also online at www.vnnc.org. You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://lacity.gov/government/subscribe-agendas>

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

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:

<https://ethics.lacity.gov/lobbying/>

For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

Monthly Expenditure Report



Reporting Month: October 2024

Budget Fiscal Year: 2024-2025

NC Name: Van Nuys Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$40865.54	\$1978.71	\$38886.83	\$4539.72	\$0.00	\$34347.11

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$28960.00	\$1705.61	\$23096.83	\$539.72	\$22557.11
Outreach		\$273.10		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$3000.00	\$0.00	\$3000.00	\$0.00	\$3000.00
Neighborhood Purpose Grants	\$12790.00	\$0.00	\$12790.00	\$4000.00	\$8790.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$3884.46	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	DNH GODADDY#3330801118	10/02/2024	SSL Certificate for vnnc.org website. Budgeted under GoDaddy.	General Operations Expenditure	Office	\$199.98
2	VBS VONAGE BUSINESS	10/05/2024	Monthly fee for Vonnage phone service. Budgeted line item.	General Operations Expenditure	Office	\$30.10
3	STAPLES INC	10/06/2024	Batteries for timer. Budget line item for office supplies.	General Operations Expenditure	Office	\$16.17
4	STAPLES INC	10/08/2024	Purchase of timer to be used in VNNC meetings.	General Operations Expenditure	Office	\$96.88
5	FEDEX OFFIC19000019026	10/09/2024	Printed materials for 10/9/24 Board meeting. Budgeted line item.	General Operations Expenditure	Office	\$75.30
6	SMART AND FINAL 349	10/09/2024	Food and beverages for 10/9 General Board Meeting. Budgeted line item.	General Operations Expenditure	Office	\$8.94
7	LIDO PIZZA	10/09/2024	Food for 10/09/24 General Board Meeting. Line item in budget.	General Operations Expenditure	Office	\$122.42
8	PY ALL RIGHT STORAGE	10/10/2024	Monthly storage fee. Budgeted line item.	General Operations Expenditure	Office	\$195.00

9	SMART AND FINAL 349	10/25/2024	Candy and serving items for tabling at 10/25 Halloween Event at Van Nuys Recreation Center.	General Operations Expenditure	Outreach	\$124.01
10	SMART AND FINAL 349	10/31/2024	Candy/food for tabling at 10/31 Halloween Event at DElano Recreation Center.	General Operations Expenditure	Outreach	\$149.09
11	WENDY L. MOORE / MOORE BUSINESS RESULTS	10/04/2024	Website publishing and agenda posting for September 2024	General Operations Expenditure	Office	\$388.96
12	BRIDGEGAP TEMPORARY STAFFING AND SERVICES AGENCY	10/04/2024	Minute Taking Services for September 2024	General Operations Expenditure	Office	\$321.86
13	BRIDGEGAP TEMPORARY STAFFING AND SERVICES AGENCY	10/04/2024	Admin. Services for September 2024	General Operations Expenditure	Office	\$250.00
Subtotal:						\$1978.71

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	VAN NUYS ELEMENTARY	09/19/2024	VNNC Action to approve a Neighborhood Purpose Grant of \$4,000 for Van Nuys Elementary Community School to update two mural's on the school's campus.	Neighborhood Purpose Grants		\$4000.00
2	WENDY L. MOORE / MOORE BUSINESS RESULTS	11/05/2024	Website posting and Admin. October 2024	General Operations Expenditure	Office	\$539.72
Subtotal: Outstanding						\$4539.72

Monthly Expenditure Report



Reporting Month: November 2024 Budget Fiscal Year: 2024-2025

NC Name: Van Nuys Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$38886.83	\$1558.02	\$37328.81	\$7533.98	\$0.00	\$29794.83

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$28960.00	\$1558.02	\$21538.81	\$533.98	\$21004.83
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$3000.00	\$0.00	\$3000.00	\$0.00	\$3000.00
Neighborhood Purpose Grants	\$12790.00	\$0.00	\$12790.00	\$7000.00	\$5790.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$5863.17	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	VBS VONAGE BUSINESS	11/05/2024	Monthly Vonnage phone bill. Budgeted line item.	General Operations Expenditure	Office	\$30.10
2	PY ALL RIGHT STORAGE	11/09/2024	Monthly payment for VNNC storage space at All Right Storage. Budgeted line item.	General Operations Expenditure	Office	\$195.00
3	FEDEX OFFIC19000019026	11/13/2024	Printed materials for 11/13/24 General Board Meeting. Budgeted line item.	General Operations Expenditure	Office	\$52.75
4	RALPHS #0047	11/13/2024	Refreshments for 11/13 Board meeting. Budgeted line item.	General Operations Expenditure	Office	\$4.59
5	LIDO PIZZA	11/13/2024	Food for 11/13 Board meeting. Budgeted line item.	General Operations Expenditure	Office	\$122.42
6	DNH GODADDY#3420705070	11/19/2024	GoDaddy renewal of 3 email accounts. Budgeted line item.	General Operations Expenditure	Office	\$575.28
7	DNH GODADDY#342070666	11/19/2024	GoDaddy domain renewal. Budgeted line item.	General Operations Expenditure	Office	\$38.16
8	WENDY L. MOORE / MOORE BUSINESS RESULTS	11/05/2024	Website posting and Admin. October 2024	General Operations Expenditure	Office	\$539.72

Subtotal:	\$1558.02
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Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	VAN NUYS ELEMENTARY	09/19/2024	VNNC Action to approve a Neighborhood Purpose Grant of \$4,000 for Van Nuys Elementary Community School to update two mural's on the school's campus.	Neighborhood Purpose Grants		\$4000.00
2	Meals In Motion	11/22/2024	NPG to help fund free cooking classes and supplies for families in Van Nuys.	Neighborhood Purpose Grants		\$3000.00
3	City of LA Publishing Services	11/22/2024	Business Card Printing 03/05/2020 (Overdue Invoice)	General Operations Expenditure	Office	\$40.50
4	WENDY L. MOORE / MOORE BUSINESS RESULTS	12/09/2024	Web admin. & posting November 2024	General Operations Expenditure	Office	\$493.48
Subtotal: Outstanding						\$7533.98