

Van Nuys Neighborhood Council



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Britt Vaughan
Cyle Zezotarski

Van Nuys Neighborhood Council Budget and Finance Committee AGENDA

Tuesday, December 5th,
2023 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

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.

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 October 2023 MER (Monthly Expenditure Report) **see attached top sheet****

https://vnnc.org/wp-content/uploads/2023/10/VNNC_MER_092023.pdf

3. **Discussion and possible action to approve minutes from:**

Sept. 2023 Budget & Finance Committee:

https://vnnc.org/wp-content/uploads/2023/12/VNNC-Budget-Finance-Committee-Minutes-09_27_23-rev.pdf

Oct. 2023 Budget & Finance Committee:

https://vnnc.org/wp-content/uploads/2023/12/VNNC_Budget-and-Finance_Minutes_10302023.pdf

4. **Update on the inventory of VNNC assets and disposal of outdated paper files and possible return of obsolete electronics.**
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

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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://www.lacity.org/subscriptions>

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

Monthly Expenditure Report



Reporting Month: October 2023

Budget Fiscal Year: 2023-2024

NC Name: Van Nuys Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$33574.58	\$2843.68	\$30730.90	\$1140.81	\$0.00	\$29590.09

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$27142.00	\$2843.68	\$22226.30	\$1140.81	\$21085.49
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	\$4858.00	\$0.00	\$4858.00	\$0.00	\$4858.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$2072.02	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PY ALL RIGHT STORAGE	10/10/2023	Monthly storage unit fee.	General Operations Expenditure	Office	\$195.00
2	WENDY L. MOORE / MOORE BUSINESS RESULTS	10/05/2023	Internet/Website Admin. and Agenda Posting Services for Sept. 2023	General Operations Expenditure	Office	\$419.76
3	BRIDGEGAP TEMPORARY STAFFING AND SERVICES AGENCY	10/06/2023	Admin. Services June 2023 - Sept. 2023	General Operations Expenditure	Office	\$1000.00
4	BRIDGEGAP TEMPORARY STAFFING AND SERVICES AGENCY	10/11/2023	Minute Taking Services June 2023 - Sept. 2023	General Operations Expenditure	Office	\$1228.92
Subtotal:						\$2843.68

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	David Harari	10/26/2023	Reimbursement for food purchased for Sept. General Board Meeting	General Operations Expenditure	Office	\$120.45

2	WENDY L. MOORE / MOORE BUSINESS RESULTS	11/03/2023	Internet/Website Admin. and Agenda Posting Services for Aug. 2023	General Operations Expenditure	Office	\$256.08
3	WENDY L. MOORE / MOORE BUSINESS RESULTS	11/03/2023	Internet/Website Admin. and Agenda Posting Services for Oct. 2023	General Operations Expenditure	Office	\$764.28
Subtotal: Outstanding						\$1140.81