

Venice Neighborhood Council

PO Box 550, Venice, CA 90294 www.VeniceNC.org Email: info@VeniceNC.org



BUDGET AND FINANCE COMMITTEE REGULAR MEETING

Date: June 13, 2024 Time: 6:00 P.M.
Location: Extra Space Storage Community Room
658 Venice Blvd.

Translation Services: Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Secretary@VeniceNC.org para avisar al Concejo Vecinal.

Comments from the public on other matters not appearing on the agenda that are within the Committee's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board 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 Committee meeting. Public comment is limited to one (1) minute per speaker, unless adjusted by the presiding officer of the Committee. Public comments for Budget and Finance Meetings may be emailed to the entire committee at Budget@venicenc.org

CALL TO ORDER:

ROLL CALL WITH DECLARATION OF EXPARTE COMMUNICATIONS AND CONFLICTS OF INTEREST if any:

Helen Fallon, Chair	
Lisa Redmond	
Eric Hartnack	VNC President, ex officio

APPROVAL of PRIOR MINUTES: Motion to approve minutes of May 16, 2024 meeting.

GENERAL PUBLIC COMMENT: Comments from the public on non-agenda items within the Budget Committee's subject matter jurisdiction

Chair Report and Committee Member Reports/updates:

Chair Report: The three NPGs we recommended to the Board were approved as submitted. They were promptly processed and approved by the City before the 6/1 deadline. No response to a second e-mail to Nico and Brian has been received regarding lower cost alternatives to Constant Contact and/or Google e-mail and looking in to Web Corner for lower cost e-mails. Note: 6/20 is the last date to submit a credit card charge.

OLD BUSINESS:

Diiscussion regarding creating VNC guidelines for NPGs and required criteria for consideration. Sample from DTLA NC (see May supporting documents) is a possible template to use.

Committee agreed that there is a need to further clarify the City's guidelines:

- a. applicants should be advised that incomplete submissions will not be considered
- b. what types of requests are not eligible for funding e.g. items that are gifts to individuals, operating expenses of the non profit, insufficient public benefit to Venice stakeholders.
- c. Inadequate details regarding costs
- d. Lack of detail regarding additional funding if request is only for partial funding
- e. Request for most recent tax return
- f. Cap on funding requests from charities with assets or operating budgets exceeding?

Lisa is going to see if she can find some guidelines for CIPs since the VNC guidelines are out of date and do not reflect what the City currently requires.

MOTION: Budget and Finance with draft and finalize guidelines and submit to the Board for approval.

Assigned to: Timeline:



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NEW BUSINESS:

1. Review of MER and Excel Budget Spreadsheet as of 5/31/24

Motion: The VNC Board of Officers approves the May 2024 Monthly Expenditure Report (MER). See supporting document

2. Review of Motion from Outreach Committee

MOTION: The VNC Board of Officers approves an Outreach Expenditure of up to \$235 to purchase standalone Outreach Displays to be placed throughout Venice in select locations. (Outreach Committee 3/8/24, 3/0/0) See supporting document

3. Discussion and motion approving 2024-2025 Administrative Packet. Budget is based only on annual \$32,000 allocation from city. Anticipated carryover estimated to be \$4,000 plus has to be taken in to account later. FY 2024-25 is an Election year. Approved Admin Packet will be submitted on 7/1 to the City Clerk's office so that VNC ongoing expenses can be processed without having to reach out to the City Clerk.

MOTION: VNC Board of officers approves the 2024-2025 Administrative Packet including the 2024-2025 proposed Budget, second signers and credit card holders. (see supporting document for proposed budget only)

4.MOTION from Public Places Committee:

MOTION: The VNC Board of Officers approves renewing the walking tour app provided by STQRY (formerly Pocket Sights) for up to \$300 for the 2024-2025 fiscal period (currently \$23/month).

Adjournment:

The American With Disabilities Act

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- Beyond Baroque, 681 Venice Blvd., Venice, CA 90291
- www.venicenc.org
- You can also receive our agendas by email, subscribe to L.A. City's Early Notification System (ENS) https://lacity.gov/government/subscribe-agendas/neighborhood-councils

Notice to Paid Representatives

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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 at our website: www.VeniceNC.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 the VNC Secretary, email Secretary@Venicenc.org.

Reconsideration and Grievance Process

For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our website www.venicenc.org