



Venice Neighborhood Council  
P.O.Box 550, Venice, CA 90294 / www.VeniceNC.org  
Email: Info@VeniceNC.org



## **Budget & Finance Committee**

**Joint With**

## **Board of Officers**

### **Regular Meeting Minutes Monday November 14, 2022 Start Time: 06:00 PM**

**Location: Webinar**

When: Nov 14, 2022 06:00 PM Pacific Time (US and Canada)

Topic: Budget

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87361535446>

Or One tap mobile :

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Dial(for higher quality, dial a number based on your current location):

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### **1 Introduction and Rules**

TRANSLATION Services: Si requiere servicios de traducción, favor de notificar a la oficina 3 días de trabajo (72 horas) antes del evento. Si necesita asistencia con esta notificación, por favor llame a nuestra oficina 213.473.5391.

IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE VENICE NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

Every person wishing to address the Board must dial telephone number listed above, and enter the above Meeting Id number and then press # to join the meeting. When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting the public will be requested to dial \*9 or use the Raise Hand option, to address the Board on any agenda item before the Board takes an action on an item. 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 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 meeting. Public comment is limited to 30 seconds per speaker, unless adjusted by the presiding officer of the Board.

AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned. Version October 13, 2021 Any messaging or virtual background is in the control of the individual board member in their personal capacity and does not reflect any formal position of the Neighborhood Council or the City of Los Angeles.

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, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)

Public Posting of Agendas - Neighborhood Council agendas are posted for public review as follows:

1. Beyond Baroque, 681 Venice Blvd., Venice, CA 90291
2. [www.VeniceNC.com](http://www.VeniceNC.com)
3. You can also receive our agendas via email by subscribing to L.A. City's Early Notification System (ENS)

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 Section 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)

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](http://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, [Secretary@VeniceNC.org](mailto: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 Board meetings and our website [www.VeniceNC.org](http://www.VeniceNC.org)

Virtual Board Meeting Rules.

1. Raise your hand (or when accessing by telephone, press \*9) if you have a public comment only WHEN we get to that specific item.
2. After you speak, please lower your hand.
3. All panelists (board members) and attendees (public) will be muted until the administrator unmutes you for comment.
4. Board members will get one chance to speak for a max of 2 minutes per item.
5. Public comment will be limited to one comment for 30 seconds per item.
6. Please do not raise your hand more than once per item.
7. Raise your hand at the start of the items you want to speak on. We will then close public comment and announce the last person to speak a few minutes after the start of the item.
8. No ceding your time to others will be allowed.
9. The meeting is being video and audio recorded.
10. The public will be able to listen and speak but their video will be disabled.

All presenters that have items to project are to send them to [Secretary@VeniceNC.org](mailto:Secretary@VeniceNC.org) and [President@VeniceNC.org](mailto:President@VeniceNC.org) to have them shared with the meeting. Keep a copy of them on your desktop as a backup.

### 3 Roll Call:

Jay Handal

James Murez

Daffodil Tyminski

Sima Kostovetsky

Ivan Spiegel

Helen Fallon

**Attendance: 6**

**Quorum: 3**

#### 4 Declaration of Ex Parte Communications or Conflicts-Of-Interest

All Board members shall declare any ex parte communications or conflicts-of interest relating to items on this meeting's agenda.

#### 5 Approval of prior Minutes

**Description:**

Discussion and possible action, prior Minutes from meeting dated 10-17-2022

**Attachments:** minutes: <https://www.venicenc.org/assets/documents/5/meeting634e01766b93e.pdf>

**MOTION:**

Board of Officers approves the Minutes as presented.

**Maker:** James Murez

**Second:** Sima Kostovetsky

Y Jay Handal

Y James Murez

Y Daffodil Tyminski

Y Sima Kostovetsky

Y Ivan Spiegel

A Helen Fallon

**Voter Tally ( 6 ): Yea:5 / Nay:0 / Abstain:1 / Recuse:0 / Ineligible:0**

#### 6 Announcements and Public Comment on items not on the Agenda

Public comment is limited to 1 minute per speaker with a total comment time not to exceed 20 minutes, unless adjusted by the presiding officer of the Board. No comment on Items appearing on the Agenda. No Board member announcements permitted.

**NOTE:** The public is strongly advised to bring comments up in committees where time restrictions are more flexible and where recommendations from the public can become the bases of action items for Board consideration..

#### 7 New Business

#### 8 VNC Election Plan 2023 - Budget

**Description:**

Discussion and possible action of the VNC Election 2023 Budget which is described as follows:

SOCIAL MEDIA (6) months of targeted social media ads for people with 90291 ZIP code \$1,000.00

PRINTING Printing of:

- 20,000 5x7 double sided postcards, bundled in 100s
  - 250 posters for in person distribution
- \$3,500.00

USPS ROUTING Delivery via EDDM to:

- 25 postal routes in 90291

• 13 postal routes in 90292  
\$5,500.00

GRAPHIC DESIGN PACKAGE Inclusive of:

- unified branding for all VNC election messaging
  - 5x templates for social media messaging
  - design of VNC election page on VNC site
  - design of 1x postcard mailers
  - design of 4x poster options
- \$2,000.00

ELECTION ADMINISTRATOR \$2,000.00

CONTINGENCY \$1,000.00

**TOTAL \$15,000.00**

Oakwood Rec Center, Polling Location \$270.00

Moot point see item 10 below

**Attachments:** Plan: <https://www.venicenc.org/assets/documents/5/meeting636c4d86a38df.pdf>

**MOTION:**

Board of Officers approves the proposed VNC Election 2023 Budget as described above.

**Maker:**

**Second:**

**Voter Tally ( 0 ): Yea:0 / Nay:0 / Abstain:0 / Recuse:0 / Ineligible:0**

**9 Adjournment**

**Concluded At: 07:32 PM**

**BOARD MEETINGS:** The Venice Neighborhood Council holds its regular meetings on the third Tuesday of the month and may also call any additional required special meetings in accordance with its Bylaws and the Brown Act. All are welcome to attend.

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**PUBLIC ACCESS OF RECORDS:** In compliance with Government Code section 54957.5 the agenda and non-exempt writings that are distributed to a majority or all of the board members in advance of regular and special meetings may be viewed at Beyond Baroque (681 Venice Blvd), the Venice Library (501 S. Venice Blvd), and the VNC website (<http://www.venicenc.org>), or at the scheduled meeting. For a copy of any record related to an item on the agenda, please contact [communications@venicenc.org](mailto:communications@venicenc.org). You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at: [www.lacity.org/your-government/government-information/subscribe-meetings-agendas-and-documents/neighborhood](http://www.lacity.org/your-government/government-information/subscribe-meetings-agendas-and-documents/neighborhood)

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS:** The public is requested to fill out a "Speaker Card" to address the Neighborhood Committee on any agenda item before the Neighborhood Committee takes action on an item. 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 Neighborhood Committee jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Neighborhood 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 Neighborhood Committee meeting. Public comment is limited to 1 minute per speaker, unless adjusted by the presiding officer.

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www.lacity.org/your-government/government-information/subscribe-meetings-agendas-and-documents/neighborhood

In addition, if you would like a copy of any record related to an item on the agenda, please contact secretary@venicenc.org.

**RECONSIDERATION AND GRIEVANCE PROCESS:** For information on the VNC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the VNC Bylaws. The Bylaws are available at our Board meetings and our website www.venicenc.org.

## 10 VNC Election 2023 Budget Approval

### Description:

**Stakeholder:** Christopher Lee **Dated:** 2022-11-14

With the VNC Elections beginning with candidate filing on November 26, 2022, it is urgently requested that the Budget Committee review and approve of the budget for the VNC Election as detailed in the VNC Election Plan PDF (attached, and available online at: <https://app.pitch.com/app/presentation/851c774c-44aa-40b1-9691-892e0393ddb3/8ef551ff-b128-4b7b-aad7-cacb4016974d>) The Budget in the proposed VNC Election Plan accounts for:

- \$1,000.00 for use over (3) months for targeted social media advertising to inform of and promote participation in the 2023 VNC Election
- \$2,000.00 for the hire of a graphic designer for the creation of unified branding for the VNC Election, (5) social media templates for use in election related messaging, design of the VNC election page on the VNC website, design of (1) double sided 5in x 7in postcard mailer, design of (4) single sided 11in x 17in posters
- \$3,500.00 for the printing of (1) run of 30,000 5in x 7in mailers and (4) runs of 50 11in x 17in posters
- \$5,500.00 for the distribution of mailers through USPS EDDM service
- \$3,000.00 for contingency spending. Suggestions from the community also include the possible addition of:
- \$7,000.00 for the print and distribution of (1) additional mailer
- \$200.00 for the print and placement of (3) 60in x 36in vinyl banners
- \$270.00 City Clerk, Oakwood Rec Center

**Total \$19,500**

**<\$15,000 from election budget>**

**<\$4,500 from general fund moved to elections>**

### MOTION:

IN CONSIDERATION OF the attached VNC Election Plan with included budget, and the attached service vendor estimates, the VNC moves to accept the VNC Election Plan budget as proposed.

**Maker:** James Murez

**Second:** Jay Handal

Y Jay Handal

Y James Murez

Y Daffodil Tyminski

Y Sima Kostovetsky

Y Ivan Spiegel

Y Helen Fallon

**Voter Tally ( 6 ): Yea:6 / Nay:0 / Abstain:0 / Recuse:0 / Ineligible:0**