



Venice Neighborhood Council

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



BUDGET AND FINANCE COMMITTEE REGULAR MEETING

Date: September 14, 2023 | Time: 5:00 P.M.
Location: Extra Space Storage Community Room
658 Venice Blvd.
MINUTES

CALL TO ORDER Time: _____ 5:06 p.m.

ROLL CALL WITH DECLARATION OF EXPARTE COMMUNICATIONS AND CONFLICTS OF INTEREST if any: no exparte

Helen Fallon, Chair	X no exparte	
Lisa Redmond	X no exparte	
Eric Hartnack	X no exparte	VNC President, ex officio

APPROVAL of PRIOR MINUTES: Motion to approve minutes of August 10, 2023 meeting.-POSTPONED TO OCTOBER

GENERAL PUBLIC COMMENT: Comments from the public on non-agenda items within the Budget Committee's subject matter jurisdiction. N/A-Attendees-no public, Outreach Chair Erica Moore

OLD BUSINESS: Chair Report and Committee Member Reports/updates: Carryover-see Item 8 for details. Hartnack to followup on use of Penmar and Animo High School for meetings. Per Erica Moore, Soledad Ursua is following up on Westminster Park for meetings/storage, Redmond is following up on replacing Constant Contact with a less expensive vendor with Outreach and Communications.

NEW BUSINESS

- Motion: The VNC Board of Officers approves the August 2023 Monthly Expenditure Report (MER) see supporting documents

Moved by Hartnack, 2nd Redmond Vote 3/0/0
- Motion: The VNC Board of Officers appoints Erica Moore, Outreach Chair, as the 2nd bank card holder.

Moved by Hartnack, 2nd by Redmond Vote 3/0/0
- Discussion and possible motion re funding request from Outreach Committee to approve up to \$1500 expenditure for Town Hall addressing Coastal and Local Plans: Reusable Banners \$1,000, Printing, \$150, Room Rental, \$150, Refreshments \$200. Note: 2023-2024 Admin Packet budgeted \$4000 for Townhalls.

Motion: The Venice Board of Officers approves an expenditure of up to \$1,600 for the Town Hall to address the Community Plans allocated as follows: \$1,000 for Reusable Banners, \$150 for printing, \$150 for Room Rental, \$200 for Refreshments, \$100 for Social Media Promotion.

Moved: Fallon, 2nd Hartnack, Vote 3/0/0
- Discussion and possible motion regarding Neighborhood Purpose Grant (NPG) submitted by Venice High School Gondolier Booster Club requesting \$1000 for Grease Movie Night. see supporting documents for NPG, IRS letter of determination, and Form 990.



Venice Neighborhood Council

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



Motion to NOT approve VHS Booster Gondolier NPG. (NPG does not meet funding policy guidelines re public benefit, it is a fundraiser to raise funds for student body groups, preferential VIP seating does not make this free to the public.)

Moved by Redmond, 2nd by Hartnack, Vote 3/0/0

5. Discussion and possible motion for Outreach supplies

Motion: Venice Board of Officers approves Outreach to spend \$100 on supplies at Staples for P-touch label tape, correction tape, paper and \$125 at Dazzling Display for Brochure Holders.

Moved by Hartnack, 2nd by Redmond, Vote 3/0/0

6. Discussion and motion for Outreach to spend \$600 on reusable Lawn Signs:

Motion: VNC Board of Officers approves expenditure of \$600 by Outreach for large reusable Lawn Signs (24x36)

Moved by Hartnack, 2nd by Fallon, Vote 3/0/0

7. Discussion and possible motion re additional VNC requirements related to NPG applications.

Motion for October Board agenda: Ask for 990, more detailed budget, 45 days from date of event to submit followup that includes notation that not submitting this will be taken in to consideration during future applications. Vote: 3/0/0

8. Discussion and possible motion regarding where to allocate \$3,679.67 carryover from 2022-2023. Note: \$296.09 expensed in Office Expense in this fiscal year (2023-2024) were items that should have been paid in the 2022-2023 budget so extra funds are \$3358.58

Motion for October Board agenda: The VNC Board approves the allocation of the \$3679.67 carryover as follows: \$1000 to NPGs, \$1000 to CIPs and balance of \$1679.67 to Office.

Moved by Fallon, 2nd Redmond, Vote 3/0/0

9. General Discussion including suggestions for Committee page, transparency, potential costs savings and review of excel spreadsheet tracking budget versus expenditures.

Cost Savings: encourage Communications to follow-up with Webcorner on E-mails, Outreach is looking in to smaller storage unit

Excel Budget spreadsheet: post monthly on webpage, update with starting cash balances, useful to track if VNC is over or under budget.

Next meeting will be Thursday the 10/12 at either 5 or 5:30 p.m. at Extra Space Storage.

ADJOURNMENT : Time 6:15