



Venice Neighborhood Council

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



BUDGET AND FINANCE COMMITTEE REGULAR MEETING

Date: October 12, 2023 | Time: 5:30 P.M.
Location: Extra Space Storage Community Room
658 Venice Blvd.

MINUTES

CALL TO ORDER Time: __5:35__

ROLL CALL WITH DECLARATION OF EXPARTE COMMUNICATIONS AND CONFLICTS OF INTEREST if any: None

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

APPROVAL of PRIOR MINUTES: Motion to approve minutes of August 10th and September 14, 2023 meetings.
Passed: 2,0,0

GENERAL PUBLIC COMMENT: Comments from the public on non-agenda items within the Budget Committee's subject matter jurisdiction. Also present: CJ Cole and Outreach Chair Erica Moore

OLD BUSINESS: Chair Report and Committee Member Reports/updates: Carryover, Use of Penmar, Westminster Park for meetings, replacing Constant Contact with a less expensive vendor.

Note: The VNC Board of Officers approves allocating the carryover of \$3,679.67 from last fiscal year as follows: Increase NPGs by \$1,000, increase Community Improvements Grants by \$1,000 and place remaining balance of \$1,679.67 in Office supplies. Passed 3/0/0 at September Budget Committee meeting. Submitted to Board for Consent Calendar.

NEW BUSINESS: All motions are recommendations to the Board and are worded to reflect the actual Board Motion

1. Review of September MER and Excel Budget Spreadsheet **Motion:** The VNC Board of Officers approves the September 2023 Monthly Expenditure Report (MER). (See supporting documents) Passed: 2,0,0
2. Reimbursement to Board Member for Agenda copies for Board meeting. **Motion:** The VNC Board of Officers approves a reimbursement of \$53.67 to James Robb (Vice President) for printing (Fedex) for September Board meeting. (see supporting documents) Passed 2,0,0
3. Motion to Adjust venue cost of \$150 in previously Approved Outreach Budget for November Townhall.

Motion: The VNC Board of Officers approves reallocating funds in the previously approved budget for the November 11th Townhall as follows: \$150 is reallocated from reusable banners to the cost of venue. (Banners is reduced to \$850 and venue rental is increased to \$300. No change to total approved \$1600 budget for this event. Passed: 2,0,0

4. Discussion and motion to authorize Outreach tabling for fiscal year 2023-2024



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Motion: The VNC Board of Officers approves the Outreach Committee to identify local events and venues with majority Venice Stakeholder attendance to perform Tabling Outreach utilizing handouts and VNC Branded Swag, ~~no refreshments will be served~~. The venue/event cost to participate, if any, will not exceed \$200.00 per tabling. **Passed: 2,0,0**

5. Discussion and motion to allocate \$2000 to purchase VNC Branded swag to be used for events and tabling Outreach to provide supporting document of items: Cost and Quantity

Motion: The VNC Board of Officers approves the Outreach Committee to purchase VNC branded swag items for giveaway not to exceed \$2,000.00. Board to approve actual items-cost and quantity in supporting document. **Passed 2,0,0 Note: Swag details are available in Board supporting documents for 10/17/23 meeting.**

6. **Motion:** The VNC Board of Officers approves the Outreach Committee to purchase reusable VNC branded badges with lanyards to identify VNC Board and Committee members participating in outreach opportunities not to exceed \$120.00. **Passed: 2,0,0**
7. **Motion:** The VNC Board of Officers approves expenditures not to exceed \$900.00 by the Outreach Committee to promote and implement the All Hazards Resiliency Town Hall on Saturday, January 20th 2024 for display materials, printed assets and light refreshments. **Passed: 2,0,0**
8. Discussion and possible motion regarding creation of interactive game to be initially used at Venice Chamber Holiday Sign Lighting and other tabling events submitted by Outreach. Estimated materials cost to be provided by Outreach.

Motion: The VNC Board of Officers approves expenditures for the creation of three Venice themed interactive games, materials cost not to exceed a total of \$450, to be used for tabling at the Venice Chamber Holiday Lighting and other tabling events. **Passed: 2,0,0**

Motion: The VNC Board of Officers approves budget adjustments in previously approved Outreach Budget reallocating up to \$1500 from Holiday Lighting to Promotion/Supplies. **Passed: 2,0,0**

9. Discussion and possible motion regarding Neighborhood Purpose Grant (NPG) submitted by Venice Heritage Museum. (See supporting documents for NPG, IRS letter or determination and Form 990.)
Motion: Postpone and ask Venice Heritage to document that museum entry will be free to the public, the hours, provide a more detailed budget including where additional funds to pay some of these are coming from and clear up the delinquency issue on the CA Attorney general's charity registry since delinquent charities cannot solicit donations. **2,0,0**
10. Discussion regarding reimbursements to committee chairs for agenda printing etc. With in person meetings we need to address these expenditures by committees. Possible options are purchasing paper and distributing to chairs, purchasing ink etc. **Lisa to look in to Staples or other local places. Next month-should start working on an announcement in January re NPGs and CIPs**



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ADJOURNMENT : Time 6:35 pm

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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

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. For assistance, please contact the Ethics Commission at (213) 978-1960 or 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 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