



Venice Neighborhood Council



VNC Treasurer Officer Application

Instructions: Stakeholders (those who live, work, or own property within the VNC boundaries) are welcomed to apply for consideration for an Officer's position on the Venice Neighborhood Council (VNC) Board of Officers. Nominations are opened at specified by the President at which time applications will be available online at <https://VeniceNC.org/Rules>. All application must be returned to Rules@VeniceNC.org and copied to Secretary@VeniceNC.org on or before the closing date and time which is published on the Rules webpage. The Board will select a new member at the following Board Meeting as described in the posted meeting agenda. Applicants need to show proof that they are stakeholders with their application and will give a short presentation at the Board meeting. No representatives will be permitted to speak for the applicant.

Applicant's name and answers to these questions will be made public, but not contact information such as address, phone number and email address.

VNC MISSION STATEMENT: To improve the quality of life in Venice by building community and to secure support from the City of Los Angeles for the resources needed to achieve our goals.

It is strongly recommended that you review the VNC bylaws before applying. They can be found on the VNC website at <http://www.venicenc.org/Rules>

Budget and Finance Committee Mission Statement: The Budget and Finance Committee oversees and administers all VNC financial matters, including the system of financial accountability as required by the Department of Neighborhood Empowerment and the City of Los Angeles.

The Treasurer Officer responsibilities and duties include;

- Chairs the Budget and Finance Committee meeting (approximate time commitment of 2 hours a month).
- Oversees the finances of the Neighborhood Council to assure total compliance
- with all Department of Neighborhood Empowerment (Department) and Los
- Angeles City requirements (approximate time commitment of 1 hour a month).
- Submits financial reports at every regular Board of Officers meeting (approximate time commitment of 3-4 hours a month).
- .Attend the monthly Administrative Committee meeting (approximate time commitment of 2 hours a month).

Additionally, Los Angeles City, Department of Neighborhood Empowerment requires the following trainings are completed prior to Treasurer participation on the Board of Officers: Ethics, Funding, Code of Conduct, and Anti-Bias trainings. The time required to complete these four courses is about 10 hours and must be refreshed every two years.



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VNC BOARD APPLICATION FOR TREASURER OFFICER

Contact Information:

Qualifying Stakeholder Address (*Dirección*):

Print Name/Nombre el letra de Molde :

Street address / Dirección City / Ciudad State / Estado Zip/ Código Postal

Mailing Address (if different):

Street address / Dirección City / Ciudad State / Estado Zip/ Código Postal

Contact Numbers:

Phone (Day) / Teléfono (día) Phone (Evening) / Teléfono (tardé) Fax Number

Email / Correo Electrónico (very important)

I hereby certify, that I wish to serve as Treasurer Officer on the Venice Neighborhood Council Board of Officers and I live, work, or own property within the boundaries of the VNC area.

Stakeholder Signature/*Firma* _____ Date _____

Answer all these questions; please limit your answers to 100 words or less each.



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Questions:

- 1) Please explain why you wish to serve as the VNC Treasurer Officer.
 - a) Have you served before on the VNC Board or other Neighborhood Council Board? If so, where and when?
 - b) Have you served on a VNC Committee? Which one and for how long?
 - c) Please state your professional qualifications or related experience relevant to this position.
 - d) How long have you been a stakeholder in the VNC area?
- 2) Please list your previous and/or current neighborhood or community involvement.
- 3) Please list the three most pressing issues that you feel are facing the Venice Community.
- 4) What do you see as the primary roles of the Venice Neighborhood Council?
- 5) What is your Vision for Venice?
- 6) If not selected, are you willing to participate in a VNC committee? Which committee interest you and why?