



Venice Neighborhood Council

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



BUDGET AND FINANCE COMMITTEE REGULAR MEETING

Date: August 15, 2024 | Time: 6:00 P.M.

Location: Extra Space Storage Community Room
658 Venice Blvd.

Minutes

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 committee via treasurer@venicenc.org

CALL TO ORDER Time: 6:07 p.m.

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

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

APPROVAL of PRIOR MINUTES: Motion to approve minutes of July 11, 2024 meeting. **Approved 2/0/0**

GENERAL PUBLIC COMMENT: Comments from the public on non-agenda items within the Budget Committee's subject matter jurisdiction. **NONE**

Chair Report and Committee Member Reports/updates

Chair Report: No report back from Communications on reducing e-mail expenses by switching services to WebCorner. Constant Contact is increasing the monthly fee from \$145 to \$157 in September. We have been paying a reduced rate of \$87 that expires in August. The current budget is now understated by \$44.

OLD BUSINESS:

1. Discussion and possible motion regarding how to allocate carryover (\$5267.07) City clerk has indicated that balance in account at 6/30/24 can be considered the carryover if no adjustments are anticipated. **Reported by HF that none are expected.**

Motion by LR, seconded by HF to postpone how to allocate to September committee and meanwhile request Rules and Elections to provide possible Election budget. **Approved 2/0/0**

NEW BUSINESS:

1. Review of MER and Excel Budget Spreadsheet as of 7/31/24. (see supporting documents)

Motion: The VNC Board of Officers approves the July 2024 Monthly Expenditure Report (MER). (See supporting documents) **LR/HF moved and seconded, approved 2/0/0**



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2. Further Discussion/review of possible VNC guidelines for NPG applicants:

Previously Agreed (see July minutes) that

1. Applicants must be Current on the CA Attorney General's Charity Registry.
2. Prior year IRS 990 or IRS-N must be submitted
3. Application must be accurate, fully completed, signed and include All required documentation, incomplete applications will not be considered.
4. Establish twice a year application deadlines: possibly 11/15 and 3/15
5. Applicants who receive a grant in the prior year are not disqualified
6. There is not a limit to maximum grant amount
7. Applicant organization's assets will be taken in to consideration if they exceed \$75,000.

~~(Other option is to disqualify applicants with revenue in excess of a certain amount)~~

Would like to make the process easier by putting this on-line. Jason Sugars to provide the link to a fill in application form that Venice Heritage is using. Mid Cities NC created an on-line page on their website dedicated to applying for grants: <https://www.mincla.org/npg> It's primary purpose is linking to the City's NPG info but it does include the NC's expectations from applicants.

Summary of discussion: Helen will create a rough draft of possible on-line application similar to Mid Cities which will list the VNC conditions for NPGs and a link to the application form since the software Jason thought might work appears to be proprietary. It was decided to use assets and not revenue in item #7 as an organization could have significant revenue that it was actually spending. This addresses that some organizations raise and accumulate significant funds yet come to the VNC requesting a grant. A statement that ALL sections on the application must be completed and not left blank will be included and that invoices and a total budget are required. Some applicants leave blank the section of where additional funding comes from when the amount requested is less than the total budget. If there is a fiscal sponsor the administrative fee must not exceed 10% of the grant. Applicants will also be informed that they will be expected to provide a follow-up report.

ADJOURNMENT : 6:45 p.m.

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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>

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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

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