

BUDGET AND FINANCE COMMITTEE

January 13, 2025, Regular Meeting 6 p.m.

Venice Library Community Room

MINUTES

CALL TO ORDER: 6:01 p.m.

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

Present: Helen Fallon, Chair

Lisa Redmond

Absent: Eric Hartnack

APPROVAL OF PRIOR MINUTES: LR moves, HF 2nd. December 9, 2024 Minutes approved 2/0/0

GENERAL PUBLIC COMMENT: None (3 members of public present)

CHAIR REPORT AND COMMITTEE MEMBER REPORTS/UPDATES:

Chair Report: Funding guidelines authorize \$1000 to be spent from Outreach budget in declared emergency situations by the NC president prior to the Board meeting at a special or regular meeting. What can be purchased is detailed in the Funding guidelines. The Credit Card can not be used to purchase Gift cards (cash donations) as this is a prohibited expense per the guidelines. City Clerk was asked if they would provide VNC with a list of non-profits who are dealing with the fire emergency that can receive donations. Their recommendation is existing non-profits such as Red Cross, LAFD Fire Foundation etc.

Inventory has one missing item (hard drive) along with a tablet that apparently was substituted. This altered inventory was approved by the NC Board and will be submitted. The Board approved expenditures for the Elections postcard at a special meeting. Web Corner was asked by the City to provide a proposal that details what the \$150/month expense covers. This was forward to the current Communications officer Nico and to Steve Bradbury who is running opposed for this position and is in supporting documents. An analysis of Outreach expenses to date, committed outreach expenses including the motions on the agenda and possible emergency donation was prepared at the request of the Outreach Chair.

OLD BUSINESS: guidelines for NPGs still need to be finalized by Helen.

NEW BUSINESS: MER and Excel Budget spreadsheet as of 12/31/was reviewed.

1. Motion: The Venice Board approves the December 31, 2024 Monthly Expenditure Report (MER) LR moved, HF 2nd, 2/0/0.

2. Motion: The Venice Board approves a reimbursement of \$160.50 to Outreach Chair Erica Moore for supplies paid by cash for tabling at the Chamber's Holiday Lighting event. LR moved, HF 2nd, 2/0/0

3. Review of Outreach Budget prior to Outreach meeting scheduled after Budget meeting to determine if any budget adjustments need to be made (merits not discussed). Costs and quantity may be reduced when Outreach meets. (refer to Outreach minutes of 1/17/25)

a. The VNC Board approves the Outreach Committee to purchase (6) VNC Election announcement Banner Patches to be attached on to our three (3) VNC reusable banners will be placed in various Neighborhoods throughout the Neighborhood Council perimeters. The first set of three (3) Banner Patches will mirror the Board approved Election postcard being sent out to stakeholders. The second set of three (3) Banner Patches will announce the candidate forum and voting and ballot return options with deadlines. Total costs including tax for all six (6) Banner Patches not to exceed \$425. Moved LR, 2nd HF 2/0/0

b. The VNC Board approves the Outreach Committee to purchase VNC Election announce 24x18 Lawn Signs with H-Stake stands to be placed in various Neighborhood throughout the Neighborhood Council perimeters. These reusable signs will mirror the Board approved Election postcard being sent out to stakeholders. Total costs including tax for up to thirty (30) signs not to exceed \$625. LR moved, HF 2nd 2/0/0

4. The Venice Board approves scheduling a VNC Election Candidate Meet and Greet Movie Event no later than Sunday March 2nd, 2025. Total costs include venue, refreshments and equipment rental not to exceed \$1,500. LR moved, HF 2nd, 2/0/0

ADJOURNMENT: 6:45 p.m.