

# CITY OF LOS ANGELES

CALIFORNIA



## SHERMAN OAKS NEIGHBORHOOD COUNCIL

P O Box 5721  
Sherman Oaks, CA 91413  
(818) 503-2399

[www.shermanoaksnc.org](http://www.shermanoaksnc.org)

### Committee Members:

Candy Williams – Chair

Jeffery Hartsough

Howard Katchen

Lisa Petrus

Cheryl Shapiro

### Sherman Oaks Neighborhood Council

Finance Committee Meeting Agenda

Wednesday, January 22, 2020, 6:30 PM

14930 Ventura Blvd. #210

Sherman Oaks 91403

The public is requested to fill out a "Speaker Card" to address the Board on any item of the agenda prior to the Board taking action on an item. Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the Agenda that is within the Board's subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to 2 minutes per speaker, unless waived by the presiding officer of the Board. The chair reserves the right to change the amount of time given to speakers depending on circumstances. As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. Requests must be made within a reasonable time to the telephone number above or to the "contact us" at the website above. Reports and other committee reference materials may be seen on our website under each committee's meeting agenda. Reports and other committee reference materials may be seen on our website under each committee's meeting agenda. Agendas are posted publicly in the window of the Sherman Oaks Martin Pollard Branch Library 14245 Moorpark Street, Sherman Oaks 91423. Printed copies of board and committee agendas can be obtained by sending a written public records request after the document has been published to PO Box 5721, Sherman Oaks 91413. A check for \$1 plus 10 cents per page plus 49 cents postage made out to the City of Los Angeles must be included with the request. If additional payment is required, you will be notified. For information on the process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the Sherman Oaks Neighborhood Council Bylaws. The Bylaws are available at our Board meetings and our website [www.shermanoaksnc.org](http://www.shermanoaksnc.org)

### AGENDA

1. Call to Order by Candy Williams, Chair
2. Roll Call
3. Review and approval of minutes
4. Introduction of elected officials and staff
  - Questions and answers.
5. Public forum: comments by the public on non-agenda items within the Committee's jurisdiction
6. Chair's Report

#### **7A) New Business. Discussion and possible motion.**

A motion to approve the monthly expense report for the period ending November 30, 2019

A motion to approve the monthly expense report for the period ending December 31, 2019;

#### **7B) New Business. Discussion and possible motion.**

A motion to approve a board member reimbursement totaling \$39.09 to Jeffrey Hartsough for;

- SONC Board Retreat Meeting Jan. 18, 2020  
Printing Of Document-FedEx Office

8) Committee Business

9). Announcements from the Committee on subject matters within SONC's jurisdiction

10) Adjourn

**Committee Members:**

Candy Williams – Chair  
Jeffrey Hartsough  
Howard Katchen  
Lisa Petrus  
Cheryl Shapiro

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**Sherman Oaks Neighborhood Council  
Finance Committee Meeting Minutes  
Wednesday, December 18, 2019 6:30 PM  
14930 Ventura Blvd., #210  
Sherman Oaks 91403**

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Minutes of the Finance Committee

1. Meeting called to order by Chair, Candy Williams at 6:30 PM
2. Present – C. Williams, H. Katchen, L. Petrus, C. Shapiro
3. Minutes for November were submitted for approval. Motion to accept minutes by H. Katchen, seconded by, Candy Williams. Vote was unanimous.
4. No public officials were present.
5. No public comments.
6. Chair report, possible Animal Welfare Committee to be established. SONC retreat at the Sherman Oaks Galleria for board members expense will be approximately \$500.
7. **THE FOLLOWING ACTIONS WERE TAKEN:**  
  
Item 7A, expense report for period ending November 30, 2109 was reviewed approval. Motion was approved unanimously.

New business item 7B, motion for funding up to \$2,725 for graffiti proofing of painted utility boxes was discussed. The City will not remove graffiti from boxes they will just paint over the art work. Vicki Nussbaum, Chamber of Commerce Foundation board member, presented and submitted a Neighborhood Purpose Grant request for this expenditure. NPG needed to be amended for the math was not accurate. Chamber of Commerce will be matching funds. Motion to approve NPG for \$2,725 for this project was passed unanimously.

White paper on art work will be reviewed on Saturday by the Budget Advocates.

There were no other business items or announcements from the Committee on subject matters within SONC's jurisdiction.

Meeting was adjourned at 7:08 PM.

# Monthly Expenditure Report (Regenerated)



Reporting Month: November 2019 Budget Fiscal Year: 2019-2020

NC Name: Sherman Oaks  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$46631.61	\$689.99	\$45941.62	\$3809.04	\$0.00	\$42132.58

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$38000.00	\$422.50	\$34421.22	\$309.04	\$34112.18
Outreach		\$267.49		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$4000.00	\$0.00	\$4000.00	\$3500.00	\$500.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$2888.79	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	RALPHS #0702	11/18/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$9.38
2	SUBWAY 03018934	11/19/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$144.00
3	RALPHS #0702	11/20/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$11.98
4	GOODWAY PRINT AND COPY	11/20/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$83.82
5	GOODWAY PRINT AND COPY	11/21/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$18.31
6	Kalban Architects	10/21/2019	A motion to approve the Administrative Package for...	General Operations Expenditure	Office	\$320.00
7	THE WEB CORNER, INC.	11/12/2019	A motion to approve the Administrative Package for...	General Operations Expenditure	Office	\$102.50
<b>Subtotal:</b>						<b>\$689.99</b>

Outstanding Expenditures
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#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC.	10/17/2019	A motion to approve the Administration Packet for ...	General Operations Expenditure	Office	\$102.50
2	THE WEB CORNER, INC.	10/21/2019	A motion to approve the Administration Packet for ...	General Operations Expenditure	Office	\$43.00
3	AT&T Messaging	11/12/2019	A motion to approve the Administration Packet for ...	General Operations Expenditure	Office	\$45.78
4	Parents, Teachers/Educators & Students in Action	11/27/2019	A motion to approve e Neighl)(l(hoo...	Neighborhood Purpose Grants		\$2500.00
5	THE WEB CORNER, INC.	12/05/2019	A motion to approve Administrative Package for Fis...	General Operations Expenditure	Office	\$102.50
6	Crosstown LA\USC	12/09/2019	A motion to approve a Neighborhood Purposes Grant ...	Neighborhood Purpose Grants		\$1000.00
7	AT&T Messaging	12/16/2019	A motion to approve the Administration Packet for ...	General Operations Expenditure	Office	\$15.26
<b>Subtotal: Outstanding</b>						<b>\$3809.04</b>

# Monthly Expenditure Report (Regenerated)



Reporting Month: December 2019 Budget Fiscal Year: 2019-2020

NC Name: Sherman Oaks  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$45941.62	\$2974.35	\$42967.27	\$1145.50	\$0.00	\$41821.77

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$38000.00	\$261.15	\$33946.87	\$145.50	\$33801.37
Outreach		\$213.20		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$4000.00	\$2500.00	\$1500.00	\$1000.00	\$500.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$3578.78	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	RALPHS #0702	12/09/2019	(Credit card transaction)	General Operations Expenditure	Office	\$28.79
2	GOODWAY PRINT AND COPY	12/09/2019	(Credit card transaction)	General Operations Expenditure	Office	\$55.41
3	GOODWAY PRINT AND COPY	12/20/2019	(Credit card transaction)	General Operations Expenditure	Office	\$13.41
4	COPY HUB LLC	12/02/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$69.20
5	SUBWAY 03018934	12/10/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$144.00
6	AT&T Messaging	11/12/2019	A motion to approve the Administration Packet for ...	General Operations Expenditure	Office	\$45.78
7	Parents, Teachers/Educators & Students in Action	11/27/2019	A motion to approve e Neighl)(l(hoo...	Neighborhood Purpose Grants		\$2500.00
8	THE WEB CORNER, INC.	12/05/2019	A motion to approve Administrative Package for Fis...	General Operations Expenditure	Office	\$102.50

9	AT&T Messaging	12/16/2019	A motion to approve the Administration Packet for ...	General Operations Expenditure	Office	\$15.26
<b>Subtotal:</b>						<b>\$2974.35</b>

<b>Outstanding Expenditures</b>						
<b>#</b>	<b>Vendor</b>	<b>Date</b>	<b>Description</b>	<b>Budget Category</b>	<b>Sub-category</b>	<b>Total</b>
1	THE WEB CORNER, INC.	10/17/2019	A motion to approve the Administration Packet for ...	General Operations Expenditure	Office	\$102.50
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<b>Subtotal: Outstanding</b>						<b>\$1145.50</b>