

**Sherman Oaks
Neighborhood Council**

Finance Committee

Candy Williams, Chair 1-R

Jeffrey Hartsough, 2-CI
Howard Katchen, 3-R
Lisa Petrus, 4-R
Cheryl Shapiro

CITY OF LOS ANGELES
CALIFORNIA



Sherman Oaks
Neighborhood Council
P.O. Box 5721
Sherman Oaks, CA 91413

Website:
www.ShermanOaksNC.org

Sherman Oaks Neighborhood Council

Regular Finance Committee Meeting (Virtual) Agenda

Wednesday, August 28, 2021, 6:30 PM

How to Join the Virtual Zoom Meeting by Telephone or Online

By Telephone: Dial 1-833-548-0282, Enter Webinar ID 845 1811 9643, and Press #

Online: Cut and Paste <https://us02web.zoom.us/j/84518119643>, Press “Enter”

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IN CONFORMITY WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20 (MARCH 17, 2020) AND DUE TO CONCERNS OVER COVID-19, THE SHERMAN OAKS NEIGHBORHOOD COUNCIL BOARD MEETING WILL BE CONDUCTED ENTIRELY TELEPHONICALLY.

Every person wishing to address the Board must dial 1-833-548-0282 and enter **84518119643** and then press # to join the meeting. The meeting can also be joined from the Zoom join meeting screen using Webinar ID: **84518119643**. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS

The public is requested dial *9, when prompted by the presiding officer, to address the Committee on any agenda item before the Committee takes an 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 are within the Committee's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Committee 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 two minutes per speaker, unless adjusted by the presiding officer of the Committee.

The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.

I. CALL TO ORDER & ROLL CALL

- a. Call to Order by Presiding Officer, Chair Candy Williams
- b. Roll Call

II. ADMINISTRATIVE MOTIONS

- a. A motion to approve the Minutes of the Wednesday, July 28, 2021, Finance Committee Meeting.

III. COMMENTS BY PUBLIC OFFICIALS

IV. TREASURER'S REPORT

V. FUNDING MOTIONS

- a. **Monthly Expenditure Report (MER), Action Item, Vote Required** A motion to Sherman Oaks Neighborhood Council's (SONC) Monthly Expenditure Report (MER) for the period ending July 31, 2021. *The MER for July 31, 2021, is on the SONC website.*
- b. **Reallocation of Fiscal Year 2021 Carryover Fund, Action Item, Vote Required** A motion to reclassify the FY2021 rollover funds of \$10,000 to the FY2020-21 expenditure categories in the Operating Budget

VI. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS

VII. FINANCE COMMITTEE BUSINESS

- a. **FY 2021-22 Reallocation of \$10,000 Rollover Funds to Appointed Categories**
- b. **Discussion on FY 2021-22 Finance Committee**

VIII. ADJOURNMENT

THE AMERICAN WITH DISABILITIES ACT

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, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@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.ShermanOaksNC.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 email: gil.imber.sonc@gmail.com.

PUBLIC POSTING OF AGENDAS – Neighborhood Council agendas are posted for public review as follows:

- Sherman Oaks Public Library, 14245 Moorpark Street, Sherman Oaks, CA 91423
- www.ShermanOaksNC.org
- You can also receive our agenda via email by subscribing to LA. City's Early Notificatton System at <https://www.lacity.org/subscriptions>

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 Board meetings and our website www.ShermanOaksNC.org.

Committee Members:

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

**CITY OF LOS ANGELES
California**



**SHERMAN OAKS
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**Sherman Oaks Neighborhood Council
Finance Committee Meeting Minutes
Wednesday, July 28, 2021 6:30 PM
Virtual Meeting**

Minutes of the Finance Committee

I. Meeting was called to order by Chair, Candy Williams at 6:31 PM

Committee Members Present – Candy Williams, Jeffrey Hartsough, Howard Katchen, Lisa Petrus, Cheryl Shapiro. 5 present- Quorum Achieved

II. THE FOLLOWING ADMINISTRATIVE MOTION, FOR THE APPROVAL OF JUNE 23, 2021 MINUTES, WAS REVIEWED AND ACTED UPON:

A motion to approve the June 23, 2021 meeting minutes was brought by Howard Katchen and seconded by Jeffrey Hartsough. The vote to approve was unanimous, 5 yes and 0 no (Petrus, Hartsough, Shapiro, Williams, Katchen). There were no public comments

III. COMMENTS BY PUBLIC OFFICIALS

There were no public officials present.

IV. TREASURERS REPORT

There were no treasurer's items to be reported.

V. THE FOLLOWING FUNDING MOTION WAS REVIEWED & ACTED UPON :

- a. Discussion of agenda item V. a, the monthly expense report (MER) for the period ending June 30, 2021, was reviewed. A motion to approve as submitted was brought by Howard Katchen, seconded by Jeffrey Hartsough. Motion was unanimously approved by SONC Finance Committee members 5 yes, 0 no (Hartsough, Katchen, Petrus, Williams, Shapiro). There were no public comments.

VI. GENERAL PUBLIC COMMENTS ON NON-AGENDA ITEMS

There were no public comments.

VII. Finance Committee Business

- a. Agenda item VII. a., There was a discussion regarding the new *Administrative Proforma Package* FY 2021-22. The Proforma Package has been submitted and is awaiting approval.
- b. Item VII. b., The Finance Committee discussed that the new Finance Committee member to be brought in will be Levon Baronian. Additionally discussed, is that we were hoping to do future Finance Committee meetings in person 2021-22. We are waiting for the city of Los Angeles to make a final determination.

Meeting was adjourned at 6:51PM.

Monthly Expenditure Report



Reporting Month: July 2021

Budget Fiscal Year: 2021-2022

NC Name: Sherman Oaks
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$42000.00	\$77.73	\$41922.27	\$0.00	\$0.00	\$41922.27

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$24000.00	\$77.73	\$23922.27	\$0.00	\$23922.27
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$2000.00	\$0.00	\$2000.00	\$0.00	\$2000.00
Neighborhood Purpose Grants	\$6000.00	\$0.00	\$6000.00	\$0.00	\$6000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$0.00	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	TARGET 00013078	07/26/2021	Office Supplies Ink	General Operations Expenditure	Office	\$77.73
Subtotal:						\$77.73

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
Subtotal: Outstanding						\$0.00