



Officers:
Alex Garay • President
Victoria Miller • Vice-President
Glenn Bailey • Secretary
Pat Bates • Treasurer
Henry Eshelman • Sergeant-at-Arms

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ENCINO NEIGHBORHOOD COUNCIL FINANCE COMMITTEE ZOOM MEETING

MINUTES

Friday, January 13, 2023 @ 2:00 PM

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/86250984646>

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IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE ENCINO NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION

Public Comment: Public Comments on Non-Agenda Items is limited to TWO MINUTES (2) per speaker. Time may be adjusted at the Chair's discretion. Public calling in, please press *9 on your phone to raise your hand to speak. For those that are using the Zoom Webinar please use the raise your hand feature to speak. Public comment on agenda items will be heard when the item is up for discussion. Public comment on agenda items is limited to 1 minutes per agenda item. Comments from the public on agenda items will be heard only when the respective item is being considered. Time may be adjusted at the Chair's discretion.

AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

Committee members:

1-*Glenn Bailey: Chair, 2-*Pat Bates 3-*Henry Eshelman 4 - Al Mass

Corrected to: Pat Bates, Chair, Glenn Bailey, Henry Eshelman, Al Mass all present

Alternate Committee Members: 1-Anni Keusseyan *not present*

*Denotes Board Member/Alternate (maximum 5 allowed)

1. Meeting was called to order at 2:05 PM. *Initial business corrected the listing of the chair and members, and noted that Pat Bates would take notes.*
2. Approval of Prior Finance Committee Meeting [August 12, 2022](#) meeting *Motion to approve Henry/Pat., approved unanimously*
3. Public Comment on Non-Agenda Items within the Committee's subject matter jurisdiction – *No attendees were present*
4. Action Items: Votes may be taken on all action items.
 - A. **Discussion and possible motion:** [Second revision](#) of 2022-2023 budget based on actual and projected expenditures at meeting date including, but not limited to, NPG and CIP categories *The committee discussed and made some changes to increase allocation for NPGs, copying cost, etc and other re-allocations to the 2022-2023 budget. The changes are highlighted in red on the attached page. A motion was made to submit the revised budget to the ENC board for approval and said motion was passed unanimously (Henry/Pat 4 yes 0 no 0 abstentions)*
 - B. Discussion regarding any other current fiscal year issues.
 - C. Committee Member Comment on Items not on this Agenda *Items discussed included whether we had completion reports for all prior NPGs. Per Glenn Items to discuss on the Next Finance Committee agenda should include a request to raise the funding for NCs to \$50,000 per year. Another item for the next meeting should include a motion to express our displeasure at the 6 month late allocation of rollover funds, which cost us extra work and also it is supposed to be done in August, there should be an explanation for the delay. Al Mass mentioned he was not receiving any agendas for ENC meetings, Pat signed him up and let him know to check the website for meetings and let us know if he is not getting agendas.*
5. Adjournment 2:50 PM_____

Next Finance Meeting: **March 3, 2023 @2PM.**

ENCINO NEIGHBORHOOD COUNCIL
FISCAL YEAR 2022-2023
INITIAL BUDGET and REVISIONS

	Initial Budget 2022-2023	Revision Approved August 2022	12/31/2022 Actual	Remaining	Revision 1/13/2023	Change
Income						
099 · Funding from DONE	32,000	38,320	(6,320)	32,000	38,320	
Total Income						
Expense						
100 · OPERATIONS						
101 · General Office Expense	300	300	18	282	300	-
110 · Computer expense & software	500	500		500	500	-
Audio/Video/Equipment	1,500	1,500		1,500	1,600	100
Zoom license					400	400
190 · Temporary Staffing	2,750	2,750		2,750	670	(2,080)
Technical staffing	2,500	2,500		2,500	750	(1,750)
210 · Web site expenses	2,500	2,500	1,194	1,306	2,500	-
230 · Internet access	600	600		600	200	(400)
235 · Phone messaging/number	250	250	123	127	250	-
240 · Contact management	600	600	315	285	600	-
270 · Meeting expenses				-		-
271 · Meeting - refreshments	550	550		550	550	-
272 · Meeting Copy & print	50	50		50	250	200
Total 100 · OPERATIONS	12,100	12,100	1,650	10,450	8,570	(3,530) *
200 · OUTREACH						
180 · Congress of neighborhoods	500	500		500	500	-
181 Budget Advocates					250	250
215 · Facebook boost charges	200	200		200	200	-
280 · Outreach event expense	1,000	1,000	360	640	1,000	-
291 · Outreach advertising	250	250		250	250	-
295 Outreach-other	4,000	4,000	514	3,486	2,550	(1,450)
Total 200 · OUTREACH	5,950	5,950	873	5,077	4,750	(1,200) *
300 · Community Improvement Projects	-	4,270		4,270	3,000	(1,270) *
400 · NPGs - other	6,000	6,000	2,000	4,000	12,000	6,000 *
500 · Election	7,950	10,000		10,000	10,000	-
Total Expense	32,000	38,320	4,524	33,796	38,320	-

* included in total