

# CITY OF LOS ANGELES

## Board Members

Linda Sofia Alvaro  
Shaun Bandrowski  
Maria Elena Barboza  
Teo Berndt  
Perla Escobar  
Alfonso Flores  
Ana Gomez  
Frank Mendoza  
Christine Mills  
Alejandra Minisee  
Carey McDonald  
Leydis Romero  
Leticia Saldana  
Julie Sharron  
Carrie Sutkin



## ELYSIAN VALLEY RIVERSIDE NEIGHBORHOOD COUNCIL *CONSEJO VECINAL DE ELYSIAN VALLEY RIVERSIDE*

ELYSIAN VALLEY RIVERSIDE  
NEIGHBORHOOD COUNCIL  
[www.myevrnc.com](http://www.myevrnc.com)

Board Officers  
Carrie Sutkin, President  
Maria Barboza, Vice President  
Ana Gomez, Secretary  
Christine Mills, Treasurer

## TREASURER'S REPORT General Board Meeting Wednesday July 14, 2021 6:30 pm

### Update on Board Actions to Approve Credit Card Expenses from June 9, 2021 Meeting

AGENDA ITEM	AMOUNT SPENT	NOTES	VENDOR
(9.2) Up to \$300 Website Consultant to assist outreach team	\$299	06.09.21 Agenda Item	Yvonne Liao
(9.3) Up to \$1000 for 5 rugged, external hard drives for data storage	\$722.66	Need to be labeled and distributed. Items have been listed in inventory	Business Office Depot
(9.4) Business cards for board members, up to \$700	\$0	Design needed original EVRNC logo; logo was sent to us by former board member Glenda Ochoa, but we did not have time to order.	
(9.5) Organizational supplies to organize EVRNC property, including boxes, label maker, up to \$500	\$483.79	In storage unit; have been also listed in inventory	The Container Store
(9.6) General office supplies up to \$2000	\$1,038.35		Business Office Depot

These approved purchases are detailed in the June MERS.

### Finance Committee Update

The Finance Committee scheduled its first quarterly meeting for July 8<sup>th</sup>, 2021 with the purpose of creating and recommending a draft budget for the 2021-2022 fiscal year. Due to a lack of quorum, the meeting did not take place, and will be rescheduled for August, 2021. The draft budget submitted for tonight's meeting divides funds evenly among the four primary categories.

## **2021-2022 Fiscal Year Administrative Packet and Annual Budget**

- Welcome to the new fiscal year! Our fiscal year and budget are linked with the City's fiscal year and budget, July 1<sup>st</sup> – June 30<sup>th</sup>. As of July 1, 2021, we are in a new fiscal year and need to establish our annual budget for 2021-2022.
- Our annual budget is \$32,000. Until the EVRNC board votes to adopt a budget, we can only access \$300.
- At this time, Treasurer recommends dividing \$32,000 evenly between the four basic categories applicable to 2021-2022: General Operational, General Operational: Outreach, NPGs, CIPs. (Draft Admin Packet with Budget Provided for Agenda Item 5. a)

## **Monthly Expense Reports for May 2021, and June 2021**

- All approved grants and credit card purchases were made on time.
- New items have been added to draft inventory
- May MER review (Agenda Item 5. b.)
- June MER review (Agenda Item 5. c.)

## **Inventory Project and Improved Accountability**

- It is the Treasurer's responsibility to maintain an Inventory including:
  - Any item with an acquisition or assigned value of at least \$1,000 and an estimated useful life of at least 3 years.
  - Computer hardware regardless of cost.
  - Any electric or electronic office and communication equipment.
- The previous EVRNC had NO inventory on the city funding portal.
- The current treasurer has created a comprehensive inventory based on the contents of the EVRNC Public Storage unit, including missing items reported by former board members or documented via purchase receipts, that should have been turned in by the previous board.
- Treasurer is working with our Funding representative and DONE representative to recover missing items purchased by the previous council and improve accountability.
- In order to establish our Inventory, the board must discuss and approve (recommend) the draft inventory (Agenda Item 5. d.)