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**NOTICE AND AGENDA  
ENCINO NEIGHBORHOOD COUNCIL  
FINANCECOMMITTEE MEETING  
WEDNESDAY AUGUST 23, 2017**

**Start time: 5:30PM.**

**Encino Women's Club Kitchen  
4924 Paso Robles Ave. Encino, CA. 91316**

COMMITTEE MEMBERS: Mark Levinson\* (Chair), Glenn Bailey\*, Pat Bates\* Anni Keusseyan\*, Al Mass

\*Indicates ENC Board Member

Members of the public who wish to ask a question or speak under public comments are requested to fill out a form and provide it to the Committee Chair.

MOTION(S), DISCUSSION(S) AND A VOTE MAY BE TAKEN ON ALL ITEMS POSTED ON THE AGENDA

At the discretion of the Chair, this agenda may be modified as to time slots for agenda items or speakers to accommodate changes at that time.

- 1. Call to order, Introduction of Committee Members, Verification of Quorum**
- 2. Appointment of Secretary**
- 3. Approval of Minutes of prior meeting.**
- 4. status of budget vs. actual expenditures committed future expenses anticipated future expense-- requests received from committees**
- 5. Finance Committee to discuss and potentially approve purchase of new all-in-one Color printer/ 11" x 17" scanner for the ENC Office, to afford staff ability to print copy and scan agendas, supporting documents, and promotional materials in large format and/or Color (NTE \$500)**
- 6. Finance Committee to discuss Monthly Expenditure Reports (MERs) and new funding portal**
- 7. Finance Committee to discuss status and usage of already purchased stamps**
- 8. Public Comments: Comments from the public on non-agenda items within the Committee's jurisdiction.**
- 9. Comment from Committee members including regarding next meeting**

## 10. Adjournment by 6:30 P.M.

The Encino Neighborhood Council (ENC), is a Certified Neighborhood Council of the City of Los Angeles which ADVISES City, other Governmental Officials' and the Community on issues or concerns that are affecting the community of ENCINO. The ENC is made up of volunteers who are ELECTED by the community who live, work or otherwise are involved in the community of ENCINO. The ENC also makes appropriations of City Funds for Community Projects and needs as requested and approved by various committees and the general board.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested to fill out a “Speaker Card” to address the Board on any agenda item before the Board 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 Board’s jurisdiction will be heard during the General Public Comment period.

Please note that under the Brown Act, the Board 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 Board meeting. Public comment is limited to 2 minutes per speaker per item, unless adjusted by the presiding officer of the Board or Committee.

PUBLIC POSTING OF AGENDAS - ENC agendas are posted for public review as follows: Glass case outside the Encino Chamber of Commerce office at 4933 Balboa Blvd, Encino, Encino-Tarzana Branch Library, and Encino Community Center [www.encinonc.org](http://www.encinonc.org) You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

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, assistive listening devices and 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 you wish to attend by contacting Debra George, Board President, at (818) 971-6996 or email via [enc@socal.rr.com](mailto:enc@socal.rr.com)

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: [encinonc.org](http://encinonc.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 contact Debra George, Board President, at (818) 971-6996 or email via [enc@socal.rr.com](mailto:enc@socal.rr.com).

### RECONSIDERATION AND GRIEVANCE PROCESS

For information on the ENC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the ENC Bylaws. The Bylaws are available at our Board meetings and our website <http://www.encinonc.org/bylaws.ph>

### SERVICIOS DE TRADUCCION

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Debra George, Presidente de la Mesa Directiva, al [\(818\) 971-6996](tel:8189716996) o por correo electrónico [enc@socal.rr.com](mailto:enc@socal.rr.com) para avisar al Concejo Vecinal.