



**ANC 6B October 2024 Treasurer's Report**  
**Submitted by Frank Avery, Commissioner 6B01 and 2024 Treasurer, ANC 6B**  
**Submitted October 7<sup>th</sup>, 2024 for the October 8<sup>th</sup>, 2024 Commission Meeting**

**Item #1: Monthly Financials – No action required.**

For **September 2024**, the ANC's opening balance was \$75,117.04. The ANC closed the month with a **cash in bank** balance of \$74,609.16 (**bank statement for September 2024**) and \$74,594.34 **in budgeted funds available (as seen on the OANC Quarterly Financial Report)**. The difference is due to Check #4903 and how OANC's platform recognizes check payments compared to how a bank tracks a check payment. Therefore, the change in net position of **cash in bank** for the ANC for **September 2024** was a **decrease of \$507.88**. The change in net position for the ANC's **available budgeted funds** for September 2024 was or **decrease of \$522.70**. The expenditures and income were as follows:

**Debit Card**

- **September 3, 2024 - \$2.03 – Amazon Web Services:** The ANC pays a monthly utilization fee for website hosting via Amazon Web Services (AWS).
- **September 23, 2024 - \$8.93 – United States Postal Service:** The Treasurer paid for certified postage and supplies (envelop) via debit card at the post office for checks #4902 and #4903 below.

**Checks**

*Cleared Since Last Report*

- **Check #4902 - \$500 – 700 Penn:** This check was issued to pay for meeting space for the ANC's hybrid full commission meeting on May 14 and hybrid Public Safety Committee meeting on June 24.

*Pending Checks*

- **Check #4903 - \$14.82 – Tori Collins:** Ms. Collins shipped ANC equipment back to the ANC. Therefore, she was reimbursed for shipping costs (UPS). *Cleared October 2, 2024. However, the OANC software reflects the charge against the ANC's September balance while the ANC's bank statement will show it against the October balance. Therefore, the ANC's QFR and bank statement will show a \$14.82 difference.*

**Deposits**

- **September 30, 2024 - \$3.08 – National Capital Bank (Interest):** The ANC received its monthly interest payment from its bank.

*No other deposits were received in September 2024. This marks the end of the FY2024 reporting for ANC 6B.*

**Item #2: FY24 Fourth Quarter Quarterly Financial Report (FY24 Q4 QFR) – ACTION REQUIRED**

The ANC must approve a quarterly financial report which documents the preceding fiscal quarter expenditures. Reports are submitted to the Office of ANCs for monitoring and review. When reports are accepted, the OANC issues a letter to the DC Treasury authorizing release of each quarterly allotment to the ANC.

Reports are due approximately 45 days following the close of each quarter. The report has been included on this meeting and must be passed at the July meeting in order to be accepted on time by OANC. The ANC will be on recess in August and therefore cannot meet the 45 day requirement if it fails to pass the QFR at its November meeting (without calling a



special session of the Commission).

*As noted above, the OANC software reflects check charges against the ANC's account **at the time check is issued (aka budgeted funds)**. However, bank statements do not post the charge until **the time a check is cleared** and funds are deposited into the recipient's account (aka cash in bank). There, **the \$14.82 charge for check #4903** will show against the ANC's September balance (the date the check was issued) while the ANC's bank statement will show it against the October balance (the date it cleared the ANC's bank account). Therefore, the ANC's QFR and bank statement will show a \$14.82 difference between budgeted funds available versus September cash in bank. There is no reason for concern as the cost is accounted for and is simple a distinction in how OANC documents check payments versus how banks track them.*

**Recommended Action:** The Treasurer recommends the QFR be accepted as presented by consent at its October 8, 2024 meeting.

**Item #3: Office of the DC Auditor ANC Audit – No action required.**

The ANC received a copy of the [FY22 Annual Report on the Advisory Neighborhood Commissions](#) published September 30, 2024, by the Office of the DC Auditor (OCDA). The audit report includes various recommendations based on its 2022 review of all ANCs and the Office of ANCs. The findings pre-date the current commission (and precede a selection of laws that were implemented). There were no findings issued involving ANC 6B.

**There are no further updates at this time.**

For any questions regarding the contents of this report, please contact Commissioner Frank Avery, 2024 Treasurer for ANC 6B, at [6B01@anc.dc.gov](mailto:6B01@anc.dc.gov).

**Attachments:**

1. Monthly Statement Submitted to OANC
2. Proposed **FY24 4<sup>th</sup> Quarter Financial Report** for submission to OANC **(For Approval)**

# ANC 6B Monthly Treasurer's Report

September 2024

Opening Balance: \$75,117.04  
Closing Balance: \$74,594.34  
Change: *(\$522.70)*

## Transactions (Checking)

Check/Dep ↑↓	Date ↑↓	Payee/Payor	Cat ↑↓	Income	Expense
	2024-09-03	Amazon Web Services	3		\$2.03
4902	2024-09-20	700 Penn LP	4		\$500.00
4903	2024-09-20	Tori Collins	4		\$14.82
	2024-09-21	United States Postal Service	4		\$8.93
	2024-09-30	National Capital Bank	D-I	\$3.08	

## ANC 6B Quarterly Financial Report FY24 Q4

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<b>Balance Forward (Checking)</b>	\$63,305.16
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**Receipt**

Allotment	\$12,110.33
Interest	\$8.69
Deposit Other	\$0.00
Transfer from Savings	\$0.00

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<b>Total Receipts</b>	\$12,119.02
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<b>Total Funds Available During Quarter</b>	\$75,424.18
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**Disbursement**

1. Personnel	\$0.00
2. Direct Office	\$0.00
3. Communications	\$306.09
4. Office Supply	\$523.75
5. Grants	\$0.00
6. Local Transportation	\$0.00
7. POServ	\$0.00
8. Bank Fees	\$0.00
9. Other	\$0.00
T-O. Transfer to Savings	\$0.00

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<b>Total Disbursements</b>	\$829.84
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<b>Ending Balance: Checking</b>	\$74,594.34
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Approval Date by Commission: \_\_\_\_\_

Treasurer: \_\_\_\_\_ Chairperson: \_\_\_\_\_

Secretary Certification: \_\_\_\_\_ Date: \_\_\_\_\_

*I hereby certify that the above noted quarterly financial report has been approved by a majority of Commissioners during a public meeting when there existed a quorum.*