



ANC 6B November 2024 Treasurer's Report
Submitted by Frank Avery, Commissioner 6B01 and 2024 Treasurer, ANC 6B
Submitted November 11th, 2024 for the November 12th, 2024 Commission Meeting

Item #1: Monthly Financials – No action required.

For **October 2024**, the ANC's opening balance was **\$74,594.34**. The ANC closed the month with a **cash in bank** balance of **\$74,595.48 (bank statement for September 2024)**. Therefore, the change in net position of **cash in bank** for the ANC for **October 2024** was an **increase of \$1.14**. The expenditures and income for the month were as follows:

Debit Card

- **October 3, 2024 - \$2.03 – Amazon Web Services:** The ANC pays a monthly utilization fee for website hosting via Amazon Web Services (AWS).

Checks

Cleared Since Last Report

- **Check #4903 - \$14.82 – Tori Collins:** Ms. Collins shipped ANC equipment back to the ANC. Therefore, she was reimbursed for shipping costs (UPS).

Deposits

- **October 31, 2024 - \$3.17 – National Capital Bank (Interest):** The ANC received its monthly interest payment from its bank.

No other deposits were received in October 2024.

Item #2: REVISION - FY24 Q3 and Q4 Quarterly Financial Reports (FY24 Q3 & Q4) – 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).

Revision Purpose: Earlier this year, the Treasurer provided an update to the Commission on [Check #4901 issued to Taoti Creative](#) (\$375) for its July 2024 Commission meeting space. While the check was logged correctly on the ANC's books and reported correctly to the Commission, the check was not logged correctly in the OANC Financial Portal due to a clerical error. Therefore, the Q3 and Q4 financial reports did not accurately reflect the expense. The updated reports correct this error and correct the balance discrepancy on the ANC's budget. Additionally, at the advisement of OANC, a selection of costs were moved from one cost category to another to better align with OANC's monitoring guidelines.



Recommended Action: There being no material change to the ANC's net financial position, the Treasurer recommends the QFR be accepted as presented by consent at its November 12, 2024 meeting.

Attachments:

1. Revised FY24 3rd and 4th Quarter Financial Reports for submission to OANC **(For Approval)**

REVISED

ANC 6B Quarterly Financial Report FY24 Q3

Balance Forward (Checking) \$59,505.87

Receipt

Allotment	\$6,055.16
Interest	\$7.86
Deposit Other	\$256.25
Transfer from Savings	\$0.00

Total Receipts \$6,319.27

Total Funds Available During Quarter \$65,825.14

Disbursement

1. Personnel	\$0.00
2. Direct Office	\$1,579.00
3. Communications	\$384.07
4. Office Supply	\$15.39
5. Grants	\$0.00
6. Local Transportation	\$0.00
7. POServ	\$541.52
8. Bank Fees	\$0.00
9. Other	\$0.00
T-O. Transfer to Savings	\$0.00

Total Disbursements \$2,519.98

Ending Balance: Checking \$63,305.16

Approval Date by Commission: 07/09/2024

Treasurer: _____ Chairperson: _____

Secretary Certification: _____ Date: 08/02/2024

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.

CORRECTION – This QFR was corrected to include check 4901, recorded after the ANC approved the report. And, to modify the 700 Penn LP category code from 4 (office supplies) to 2 (direct office expenses).

The corrections are acknowledged and authorized by _____
Frank Avery, Treasurer

ANC 6B Quarterly Transactions FY24 Q3

Accounts - Checking

Clrd	Check #	Debit #	Date	Date Approved	Payee/Payor	Cat	+	-	Type	Memo	Report Balance
✓	4894		04/01/24	09/12/23	Tori Collins	7		\$541.52	✉		\$58,964.35
✓		16	04/02/24	09/12/23	Amazon Web Services	3		\$2.02	✉		\$58,962.33
✓	4895		04/19/24	09/12/23	700 Penn LP	2		\$375.00	✉		\$58,587.33
✓	4896		04/19/24	09/12/23	700 Penn LLC	2		\$225.00	✉		\$58,362.33
✓	4897		04/19/24	09/12/23	700 Penn LP	2		\$4.00	✉		\$58,358.33
✓		17	04/22/24	09/12/23	United States Postal Service	4		\$11.84	✉		\$58,346.49
✓			04/23/24		National Capital Bank	D-O	\$256.25			Refund from bank for erroneous vendor charge	\$58,602.74
✓			04/30/24		D.C. Government	D-A	\$6,055.16				\$64,657.90
✓			04/30/24		National Capital Bank	D-I	\$2.46				\$64,660.36
✓		18	05/02/24	09/12/23	Amazon Web Services	3		\$2.02	✉		\$64,658.34
✓	4898		05/15/24	09/12/23	700 Penn LP	2		\$225.00	✉		\$64,433.34
✓	4899		05/15/24	09/12/23	700 Penn LP	2		\$375.00	✉		\$64,058.34
✓			05/31/24		National Capital Bank	D-I	\$2.75				\$64,061.09
✓		19	06/03/24	09/12/23	Amazon Web Services	3		\$2.03	✉		\$64,059.06
✓	4900		06/03/24	09/12/23	Capital Community News, Inc.	3		\$378.00	✉		\$63,681.06
✓	4901		06/11/24	09/12/23	Taoti Creative	2		\$375.00	✉		\$63,306.06
✓		20	06/17/24	09/12/23	United States Postal Service	4		\$3.55	✉		\$63,302.51
✓			06/28/24		National Capital Bank	D-I	\$2.65				\$63,305.16

ANC 6B Quarterly Financial Report FY24 Q4

Balance Forward (Checking)	\$63,305.16
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Receipt

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

Total Receipts	\$12,119.02
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Total Funds Available During Quarter	\$75,424.18
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Disbursement

1. Personnel	\$0.00
2. Direct Office	\$500.00
3. Communications	\$306.09
4. Office Supply	\$23.75
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

Total Disbursements	\$829.84
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Ending Balance: Checking	\$74,594.34
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Approval Date by Commission: 2024-10-08

Treasurer: Frank Avery 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.

ANC 6B Quarterly Transactions FY24 Q4

Accounts - Checking

Clrd	Check #	Debit #	Date	Date Approved	Payee/Payor	Cat	+	-	Type	Memo	Report Balance
✓		21	07/02/24	09/12/23	Amazon Web Services	3		\$2.03	☒		\$63,303.13
✓			07/31/24		National Capital Bank	D-I	\$2.70				\$63,305.83
✓		22	08/02/24	09/12/23	Amazon Web Services	3		\$2.03	☒		\$63,303.80
✓			08/15/24		D.C. Government	D-A	\$6,055.16				\$69,358.96
✓		25	08/20/24	09/12/23	Wordpress Engine	3		\$300.00	☒		\$69,058.96
✓			08/22/24		D.C. Government	D-A	\$6,055.17				\$75,114.13
✓			08/30/24		National Capital Bank	D-I	\$2.91				\$75,117.04
✓		23	09/03/24	09/12/23	Amazon Web Services	3		\$2.03	☒		\$75,115.01
✓	4902		09/20/24	09/12/23	700 Penn LP	2		\$500.00	☒		\$74,615.01
✓	4903		09/20/24	09/12/23	Tori Collins	4		\$14.82	☒		\$74,600.19
✓		26	09/21/24	09/12/23	United States Postal Service	4		\$8.93	☒		\$74,591.26
✓			09/30/24		National Capital Bank	D-I	\$3.08				\$74,594.34