



**ANC 6B March 2024 Treasurer's Report**  
**Submitted by Frank Avery, Commissioner 6B01, 2023 Treasurer, ANC 6B**  
**Submitted March 10<sup>th</sup>, 2024 for the March 12<sup>th</sup>, 2024 Commission Meeting**

**Item #1: Monthly Financials – Placed on the Regular Agenda**

For **February 2024**, the ANC's opening balance \$61,690.34. The ANC closed the month with a balance of \$61,630.93. The change in net position for the ANC was a **decrease of \$59.41**. The expenditures and income were as follows:

***Debit Card***

- **February 5, 2024 - \$2.01 – Amazon Web Services:** The ANC pays a monthly utilization fee for hosting via Amazon Web Services (AWS).
- **February 8, 2024 - \$9.85 – United States Postal Service:** The ANC sent its ANC Security Fund documentation digitally and sent original forms and check #4891 by certified mail to the Office of the DC Auditor.

***Checks***

***Cleared***

- **Check #4891 – \$50 - ANC Security Fund (Cleared):** As noted on the February report, this check was cut January 15, 2024 and sent to the Office of the DC Auditor (ODCA) on Wednesday, February 7<sup>th</sup>, with the ANC's completed Security Fund enrollment documentation. This check cleared the ANC's bank account on February 23.

***Pending***

- **Check #4892 - \$70.79 – Frank Avery (Reimbursement):** The Treasurer procured two additional key fobs and two duplicate office keys from Frager's Hardware Store to allow staff and additional commissioners to better access the ANC's offices and meeting spaces at 700 Penn. Because the hardware store is not on the list of approved vendors, the Treasurer fronted the cost and has submitted for reimbursement. Check 4892 was cut and submitted to the Chair and Vice Chair to co-sign. Officers cannot co-sign checks reimbursing themselves exempt in exigent circumstances.
- **Check #4893 - \$375 – 700 Penn:** The ANC was able to successfully arrange direct payment to 700 Penn for use of meeting space in the building. This check was issued to pay for meeting space for the ANC's hybrid February 13 general commission meeting.

*Report continues on next page.*

## *Deposits*

- **February 29, 2024 - \$2.45– National Capital Bank (Interest):** The ANC received its monthly interest payment from its bank on February 29<sup>th</sup>, 2024.

*No other deposits were received in February 2024.*

## **Additional Updates from the Treasurer**

### *Quarterly Allotment Payment*

Due to delays in securing signatures for the FY24 Q1 Quarterly Financial Report, the ANC’s quarterly allotment payment may be delayed. Each QFR requires the signature of the Chair and Treasurer and “certification” signature from the Secretary. 2 of the 3 signatories had personal emergencies that temporarily delayed signatures. However, we expect the QFR to be completed relatively soon. There is no “penalty” for late QFR submissions. Allotment payments from the DC government are simply delayed until the signed QFR is received. At this time, there are no concerns about a delay impacting the ANC’s ability to meet its obligations.

### *FY2024 Budget Tracking*

The OANC has completed an updated budget portal. As previously reported, the budget portal still has some minor glitches that prevent a fully accurate export of the budget due to minor discrepancies in the estimated prior year carryover. We expect this to be resolved relatively soon.

Once completed, the Commission will be presented with the year-to-date update on its FY2024 budget expenditures. Because of the delays with resolving some of the budget portal glitches, some cost categories may require corrections through a budget amendment.

### *Erroneous Charges by Vendor*

The Treasurer has submitted disputed charge requests through the ANC’s bank for multiple documented erroneous charges from The Yard. The Treasurer has also submitted documentation revoking authorization for further charges by The Yard.

Commissioners are reminded to be explicit when working with shared vendors the ANC works with and to secure confirmation in writing. Thanks to commissioners for their assistance in confirming items in writing. This has made the dispute process much easier.

**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).