Government of the District of Columbia
Advisory Neighborhood Commission 4B

[DRAFT] RESOLUTION #4B-25-XXXX

Reallocation of Budgeted Funds and Approval of Q1 FY2025 Quarterly Financial Report
Adopted February 24, 2025

WHEREAS Advisory Neighborhood Commission 4B (Commission) is responsible for maintaining a budget and financial records in accordance with District law and the guidance provided by Office of Advisory Neighborhood Commissions (OANC), and is further required to submit quarterly financial reports to relevant District agencies;

WHEREAS the Commission has identified the need to approve an expenditure in the amount of $13.78 per month for the months of January 2025 through September 2025 ($124.02 in total) for expenses related to procuring web-based communications, marketing, and outreach software (MailChimp) in order to help facilitate the commission's notification and outreach efforts;

WHEREAS the Commission retains the authority to reallocate budgeted funds as necessary to support its operational and programmatic needs, provided such reallocations are consistent with applicable guidelines and financial best practices;

FURTHERMORE, the Commission has reviewed the attached Quarterly Financial Report for FY2025 Q1, which includes revenue and expenditures for the aforementioned period, and each commissioner has asked any necessary questions regarding transactions, and the votes reflected below indicate the financial report to be accurate and satisfactory;

RESOLVED:

- The Commission authorizes the reallocation of funds in the amount of $13.78 per month, totaling $124.02, from January through September 2025 from a budget line item or the ANC's bank balance budget line to cover fees related to Mailchimp service.

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- The Commission authorizes the attached Q1 FY2025 Quarterly Financial Report (QFR) and affirms that the commission and each commissioner has reviewed all revenues and expenditures for FY25 Q1, has asked any necessary questions, and is satisfied with the report's accuracy.

- The Commission authorizes the relevant Executive Committee members to sign and submit the FY25 Q1 QFR to the OANC or any other relevant government agency as required.

- That the Commission designates its Treasurer, Commissioner Michael Cohen, ANC 4B07 to represent the Commission on all matters relating to this Resolution. Furthermore, if the designated Treasurer cannot carry out their representative duties for any reason, the Commission authorizes the Chair to designate another Commissioner to represent the Commission in all matters relating to this resolution.

ADOPTED by voice vote at a regular public meeting (notice of which was properly given, and at which a quorum of _ members was present) on February 24, 2025, by a vote of _ yes, _ no, _ abstentions.