

Monthly Expenditure Report



Reporting Month: December 2022 Budget Fiscal Year: 2022-2023

NC Name: Northridge West
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$33211.43	\$648.63	\$32562.80	\$1000.00	\$0.00	\$31562.80

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$19000.00	\$635.50	\$12562.80	\$0.00	\$12562.80
Outreach		\$13.13		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$4000.00	\$0.00	\$4000.00	\$0.00	\$4000.00
Neighborhood Purpose Grants	\$9000.00	\$0.00	\$6000.00	\$1000.00	\$5000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$8788.57	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOLDEN STATE STORAGE	12/02/2022	Monthly storage fee	General Operations Expenditure	Office	\$135.50
2	KRISTINA J. SMITH / THE MAIL ROOM	12/15/2022	October 2022 Web Services. Motion to approve Budget and Admin Packet for 2022-2023 Fiscal Year.	General Operations Expenditure	Office	\$250.00
3	KRISTINA J. SMITH / THE MAIL ROOM	12/15/2022	November 2022 web services Motion to approve Budget and Admin Packet for 2022-2023 Fiscal Year.	General Operations Expenditure	Office	\$250.00
4	Kathleen Edwards	12/15/2022	Motion to reimburse Kathleen Edwards for \$13.13 for purchases related to approved items for the Ice Cream Social 9/17/2022	General Operations Expenditure	Outreach	\$13.13
Subtotal:						\$648.63

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total

1	EnrichLA	12/15/2022	Motion to fund \$1,000 for Enrich LA's local program at Topeka Elementary School in NWNC. For the purchase of materials for both lessons and activities as well as supplies for edibl...	Neighborhood Purpose Grants		\$1000.00
	Subtotal: Outstanding					\$1000.00



MAKE CHECK PAYABLE TO:
Golden State Storage
18832 Rayen Street
Northridge, CA 91324
818-885-1611

Invoice

Tenant City Of LA
Northridge West Neighborhood Council
Address DONE-Northridge W. Neighborhood Council
200 N. Spring St. 20th Floor, Suite 2005
Los Angeles, CA 90012

Invoice Date November 17, 2022
Due Date December 2, 2022
Invoice Number NOR 51159
Unit(s) E91

Amount Due 135.50

☐ Please check box if address is incorrect
and indicate change. Your signature is
required to authorize address changes.

Amount Enclosed: \$ _____

Signature

Unit	Date	Item/Service	Amount	Tax	Due
E91	12/2/2022	Rent 12/2-1/1	128.00	0.00	128.00
E91	12/2/2022	Protection Plan add. fee 12/2-1/1	7.50	0.00	7.50
Subtotal					<u>135.50</u>
Taxes					\$ 0.00
Balance Due					\$ 135.50

Please remit the total due amount of \$135.50 to the above address or pay online at
www.GoldenStateStorage.com.

REFERRALS PAY OFF!!!! Send your friends and collect your bonus:
You receive a \$50 credit for each Business Referral that rents with us
You receive a \$25 credit for each Household Referral that rents with us

Your friends will also receive a credit for renting with us
Ask us for details!

INVOICE



DBA The Mailroom

1840 S Gaffey St, Suite 102, San Pedro, CA 90731, UNITED STATES

ksmith-mailroom@mail.com

Invoice No#: 393-NWNC
Invoice Date: Dec 8, 2022
Reference: OCTOBER 2022
Due Date: Dec 18, 2022

\$250.00
AMOUNT DUE

BILL TO

Northridge West Neighborhood Council
Joel Lowell
joel.lowell@gmail.com

#	ITEMS & DESCRIPTION	QTY/HRS	PRICE	AMOUNT(\$)
1	OCT 2022 WEB SERVICES @ \$250/mo Monthly Services include: Maintenance of website: Uploading of all content (minutes, events, meeting dates, news posts, changes to current web pages), and removal of any expired content as requested by a designated NC representative. Email Blasts and Social Media Posting: Minimum of 2 email blasts per month announcing upcoming meetings, news, event flyers, etc, through Mail Chimp; Social media postings to Nextdoor, Facebook & Twitter as requested. Total flat fee per month \$250.00.	1	\$250.00	\$250.00
			Subtotal	\$250.00
			Shipping	\$0.00
			TOTAL	\$250.00 USD

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			Subtotal	\$250.00
			Shipping	\$0.00
			TOTAL	\$250.00 USD

Party City®

NOBODY HAS MORE PARTY FOR LESS

19927 RINALDI ST
NORTHRIDGE, CA 91326
818-831-0999

048419192893	81FTX1.75IN	\$1.50	T
81FTx1.75IN WHT STRMR			
013051621858	81FTX1.75IN	\$1.50	T
81FTx1.75IN APPLE RED STRMR			
048419643692	81FTX1.75IN	\$1.50	T
81FTx1.75IN RYL BLU STRMR			
192937303825	GRLND TINSEL	\$2.00	T
GRLND TINSEL VDAY			

SUBTOTAL	\$6.50
GEN MERCH TAX @ 9.500%	\$0.62
TOTAL	\$7.12
CR MASTERCARD	\$7.12
ITEMS = 4	

CR MASTERCARD SALE \$7.12
XXXXXXXXXXXX7855 CHIP
APPR: 647930
JOURNAL: 0277146328576489

AID: A0000000041010
Application Label: Mastercard
Cryptogram Type: TC
Cryptogram: 3BAD1AB3E2AEB484
PIN Statement: PIN Verified

STORE 277 TRN 362 REG 4
09-15-2022 04:49:03 PM

OBD 1EFA 004 0F25



OBD1EFA0040F25

All returns & exchanges require
an original receipt dated within
30 days of purchase or email to
look up receipt & must be
in original packaging with all
components in unused condition
or have manufacturer defect.
Seasonal items may be returned
up to 7 days prior to holiday.

* NOW HIRING *

* APPLY TODAY TO *



Final Details for Order #114-2958580-4279448

[Print this page for your records.](#)

Order Placed: September 8, 2022
Amazon.com order number: 114-2958580-4279448
Order Total: \$6.01

Shipped on September 9, 2022	
Items Ordered 1 of: 80 pcs Balloons 12 Inches White Blue Red Confetti Latex Balloons Arch Garland for Party Decoration Independence Day 4th of July Celebration Birthday Party Decor, etc. Sold by: EPursue (seller profile) Condition: New	Price \$5.49
Shipping Address: Kathleen Edwards 19211 NASHVILLE ST PORTER RANCH, CA 91326-2636 United States	
Shipping Speed: Standard Shipping	

Payment information	
Payment Method: Debit Card Last digits: 0906	Item(s) Subtotal: \$5.49 Shipping & Handling: \$0.00 -----
Billing address Kathleen Edwards 19211 NASHVILLE ST PORTER RANCH, CA 91326-2636 United States	Total before tax: \$5.49 Estimated tax to be collected: \$0.52 ----- Grand Total:\$6.01
Credit Card transactions	MasterCard ending in 0906: September 9, 2022:\$6.01

To view the status of your order, return to [Order Summary](#).

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Northridge West

Meeting Date 12/13/82022

Budget Fiscal Year: 2022-2023

Agenda Item No VIII.a

Board Motion and/or Public Benefit Statement (CIP and NPG):

Motion to reimburse Kathleen Edwards for \$13.13 for purchases related to approved items for the Ice Cream Social 9/17/2022.

Method of Payment: (Select One)

☐ Check☐ Credit Card☐ Board Member Reimbursement

Vote Count

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Abigail Bailes	President	x					
Kathleen Edwards	VP, Administration	x					
Janis Kraft	VP Outreach	x					
Sonny Liampetchakul	Secretary	x					
Joel Lowell	Treasurer	x					
Glen Wilson	At Large #1	x					
Jennifer Krowne	At Large #6	x					
Jorge Antonio Jimenez	At Large #7	x					
Angelica Robinson	At Large #10	x					
Brian Cathcart	At Large #11	x					
Greg Wood	At Large #9	x					
Board Quorum:	Total:	9	0	0	1	1	0

Authorized Signature

Authorized Signature:

Print/Type Name: Joel Lowell

Print/Type Name: Kathleen Edwards

Date 12/14/2022

Date: 12/14/2022

