Monthly Expenditure Report



Reporting Month: November 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							
\$33936.53	\$725.10	\$33211.43	\$0.00	\$0.00	\$33211.43		

Monthly Cash Flow Analysis									
Budget Category Adopted Budget		Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available				
Office		\$725.10		\$0.00					
Outreach	\$19000.00	\$0.00	\$13211.43	\$0.00	\$13211.43				
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	\$0.00	\$6000.00				
Funding Requests Unc	der Review: \$0.00	Encumbrar	nces: \$0.00	Previous Expenditures: \$8063.47					

	Expenditures									
#	Vendor	Date	Description	Budget Category	Sub-category	Total				
1	GOLDEN STATE STORAGENO	11/02/2022	Monthly Storage fee Motion to approve Budget and Admin Packet for 2022-2023 Fiscal Year	General Operations Expenditure	Office	\$135.50				
2	KRISTINA J. SMITH / THE MAIL ROOM	10/20/2022	Monthly Web Services for Aug 2022	General Operations Expenditure	Office	\$250.00				
3	Kristina Smith DBA The Mailroom	10/20/2022	Monthly Web Services for Sep 2022	General Operations Expenditure	Office	\$250.00				
4	APPLEONE EMPLOYMENT SERVICES	11/04/2022	minute taking and reporting at September board meeting. Motion to approve Budget and Admin Packet for 2022-2023 Fiscal Year	General Operations Expenditure	Office	\$89.60				
	Subtotal:		L			\$725.10				

Outstanding Expenditures									
#	# Vendor Date Description Budget Category Sub-category Total								
	Subtotal: Outstanding	g				\$0.00			



Payment Receipt

Tenant	City Of LA Northridge West Neighborhood Council	Date Printed Payment Date	November 2, 2022 November 2, 2022 8:58 AM
Address	DONE-Northridge W. Neighborhood Council		December 1, 2022
	200 N. Spring St. 20th Floor, Suite 2005	Current Balance	e \$0.00
	Los Angeles, CA 90012	Receipt Number	r 77088
		Unit Number	E91
		Ву	Alexander Rome

Date	Unit	Description	Charge	Discount	Tax	Total	Payment Method			
11/02/22	E91	Rent 11/2-12/1	128.00	0.00	.00 0.00 128.00 128.00 Master Ca					
11/02/22	E91	Protection Plan 11	7.50	0.00	0.00	7.50	7.50 Master Card			
					Taxes		0.00			
					Payment (les	ss tax)	135.50			
					Payment Subtotal 135.50					
					Credits Appli	ied	0.00			
					Refunds App	olied	0.00			
					Total Applied	to Accou	\$ 135.50			
					Current Acco Paid By Paid Thru Da	I	\$0.00 Vaster Card *****8362 December 1, 2022			

Transaction Type Sale

Authorization 060303 Reference 2079867039

I agree to pay the above amount according to the card issuer statement.

X_____

GSS 106

INVOICE

DBA The Mailroom

Kristina Smith 1840 S Gaffey St, Suite 102, San Pedro, CA 90731, UNITED STATES ksmith-mailroom@mail.com

Invoice No#: 355-NWNC Invoice Date: Oct 19, 2022 Reference: AUGUST 2021 Due Date: Oct 29, 2022

BILL TO

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

#	ITEMS & DESCRIPTION	QTY/HRS	PRICE	AMOUNT(\$)
1	AUG 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



\$250.00 AMOUNT DUE

Office of the City Clerk						10			
Administrative Services Division						-On any con			
Neighborhood Council (NC) Funding Prog	ram					An The Cle			
Board Action Certification (BAC) Form							VOED		
NC Name: Northridge West			Meeting Date 6/14/22						
Budget Fiscal Year: 2021-2022	-		Agenda Item No						
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to approve Budget	and Admin	Packet for 2022-202	3 Fiscal Year.					
. ,									
Method of Payment: (Select One)	Check		Credit Card		🗌 Board	d Member Reimb	ursement		
Recused Board Member	s must leave the room prior		ote Count ussion and may not	return to the ro	oom until after t	he vote is compl	ete.		
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused		
Abigail Bailes	President	х							
Kathleen Edwards	VP, Administration	х							
Sonny Liampetchakul	Secretary	х							
Joel Lowell	Treasurer	х							
Glen Wilson	At Large #1	x							
Lucio Padilla	At Large #2				х				
Janis Kraft	At Large #5	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							
Board Quorum:	Total:	10	0	0	1	0	0		
		20	, , , , , , , , , , , , , , , , , , ,	•	-		0		
Authorized Signature	qual		Authorized Signa	ture:	<u>.</u>				
	gu vy			/	Jerklu	- Chi	ando		
Print/Type Name: Joel Lowell			Print/Type Name	Kathle	en Edwar	ds			
Date 6/15/22			Date: 06/15	/2022					
						NCF	P 101 BAC Rev02011		

INVOICE

DBA The Mailroom

Kristina Smith 1840 S Gaffey St, Suite 102, San Pedro, CA 90731, UNITED STATES ksmith-mailroom@mail.com

Invoice No#: 356-NWNC Invoice Date: Oct 19, 2022 Reference: SEPTEMBER 2021 Due Date: Oct 29, 2022

BILL TO

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

#	ITEMS & DESCRIPTION	QTY/HRS	PRICE	AMOUNT(\$)
1	SEPT 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 Shipping		\$250.00 \$0.00

TOTAL \$250.00 USD



\$250.00 AMOUNT DUE

Office of the City Clerk						10			
Administrative Services Division						-On any con			
Neighborhood Council (NC) Funding Prog	ram					An The Cle			
Board Action Certification (BAC) Form							VOED		
NC Name: Northridge West			Meeting Date 6/14/22						
Budget Fiscal Year: 2021-2022	-		Agenda Item No						
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to approve Budget	and Admin	Packet for 2022-202	3 Fiscal Year.					
. ,									
Method of Payment: (Select One)	Check		Credit Card		🗌 Board	d Member Reimb	ursement		
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Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused		
Abigail Bailes	President	х							
Kathleen Edwards	VP, Administration	х							
Sonny Liampetchakul	Secretary	х							
Joel Lowell	Treasurer	х							
Glen Wilson	At Large #1	x							
Lucio Padilla	At Large #2				х				
Janis Kraft	At Large #5	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							
Board Quorum:	Total:	10	0	0	1	0	0		
		20	, , , , , , , , , , , , , , , , , , ,	•	-		0		
Authorized Signature	qual		Authorized Signa	ture:	<u>.</u>				
	gu vy			/	Jerklu	- Chi	ando		
Print/Type Name: Joel Lowell			Print/Type Name	Kathle	en Edwar	ds			
Date 6/15/22			Date: 06/15	/2022					
						NCF	P 101 BAC Rev02011		

\bigcirc		City of LA DONE								Invoi	ce	
AppleOne		Accounts Payable										
AppleOne Emp	loyment Services	Corporate Office (Northridge West NC) Customer No:							0095010	1		
P.O. Box 29048		Los Angeles, CA 90012 Site No: 0077										
Glendale CA 91	209-9048	9048 Period Ending: 10							10/19/20	22		
Tel: 818-240-86		Invoice No: S9268575							5			
Email: specialb	illingvms@ain1.com								Amo	unt Due:	\$89.60	
TIN: 95-25808	364								Рау	nent Term:	UPON R	ECEIPT
Contract #	Requestor	Location	Employee Name	Weekend	Invoice Date	Reg Hours	Reg Rate	OT Hours	OT Rate	Misc Hours	Misc Rate	Invoice Amount
C-132956	Lowell, Joel	Northridge West Nc	Pollock, Frances	10/15/2022	10/19/2022	3.50	\$25.60	0.00	\$0.00	0.00	0	\$89.60

Sub Total For :	Pollock, Frances	3.50	0.00	0.00	\$89.60
Grand Total Invoice Amount		3.50	0.00	0.00	\$89.60
		3.50	0.00	0.00	\$89.00

Please remit payment to:

> **Appleone Employment Services** P.O. Box 29048 Glendale, CA 91209-9048

You can now pay electronically through

ApplePay \$ Visit www.ApplePay.com or Call (866)898-7152 for details

Office of the City Clerk						10		
Administrative Services Division						-On any con		
Neighborhood Council (NC) Funding Prog	ram					An The Cle		
Board Action Certification (BAC) Form							VOED	
NC Name: Northridge West	Meeting Date 6/14/22							
Budget Fiscal Year: 2021-2022		Agenda Item No VIII.a						
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to approve Budget and Admin Packet for 2022-2023 Fiscal Year.							
. ,								
Method of Payment: (Select One)	Check	Credit Card						
Recused Board Member	s must leave the room prior		ote Count ussion and may not	return to the ro	oom until after t	he vote is compl	ete.	
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	
Abigail Bailes	President	х						
Kathleen Edwards	VP, Administration	х						
Sonny Liampetchakul	Secretary	х						
Joel Lowell	Treasurer	х						
Glen Wilson	At Large #1	x						
Lucio Padilla	At Large #2				х			
Janis Kraft	At Large #5	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						
Board Quorum:	Total:	10	0	0	1	0	0	
		20	, , , , , , , , , , , , , , , , , , ,	•	-		0	
Authorized Signature			Authorized Signature:					
				/ Mylu Cohlardo				
Print/Type Name: Joel Lowell			Print/Type Name: Kathleen Edwards					
Date 6/15/22	Date: 06/15/2022							
						NCF	P 101 BAC Rev02011	