Monthly Expenditure Report



Reporting Month: March 2023

Budget Fiscal Year: 2022-2023

NC Name: Northridge West Neighborhood Council

Monthly Cash Reconciliation								
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available			
\$26845.22	\$513.50	\$26331.72	\$53.89	\$0.00	\$26277.83			

Monthly Cash Flow Analysis										
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available					
Office		\$513.50		\$53.89						
Outreach	\$27000.00	\$0.00	\$14946.08	\$0.00	\$14892.19					
Elections		\$0.00		\$0.00						
Community Improvement Project	\$4000.00	\$0.00	\$4000.00	\$0.00	\$4000.00					
Neighborhood Purpose Grants	\$11000.00	\$0.00	\$7000.00	\$0.00	\$7000.00					
Funding Requests Unc	ler Review: \$0.00	Encumbrar	nces: \$0.00	Previous Expenditures: \$15540.42						

	Expenditures									
#	Vendor	Date	Description	Budget Category	Sub-category	Total				
1	GOLDEN STATE STORAGENO	03/02/2023	Monthly Storage Fee. Motion to approve Budget and Admin Packet for 2022-2023 Fiscal Year	General Operations Expenditure	Office	\$135.50				
2	APPLEONE EMPLOYMENT SERVICES	03/03/2023	Monthly charge for taking minutes and reporting. Motion to approve Budget and Admin Packet for 2022-2023 Fiscal Year.	General Operations Expenditure	Office	\$128.00				
3	KRISTINA J. SMITH / THE MAIL ROOM	03/10/2023	Monthly WEB Services. Motion to approve Budget and Admin Packet for 2022-2023 Fiscal Year.	General Operations Expenditure	Office	\$250.00				
	Subtotal:					\$513.50				

Outstanding Expenditures									
#	Vendor	Date	Description	Budget Category	Sub-category	Total			
1	City of Los Angeles Department of Neighborhood Empowerment	02/22/2023	Motion to approve up to \$54 for NWNC's additional Zoom license.	General Operations Expenditure	Office	\$53.89			
	Subtotal: Outstanding								

Payment Receipt

Tenant	City Of LA	Date Printed	March 2, 2023
	Northridge West Neighborhood Council	Payment Date	March 2, 2023 9:02 AM
Address	DONE-Northridge W. Neighborhood Council	Paid Thru	April 1, 2023
	200 N. Spring St. 20th Floor, Suite 2005	Current Balance	\$0.00
	Los Angeles, CA 90012	Receipt Number	78986
		Unit Number	E91
		Ву	Alexander Rome

Date	Unit	Description	Charge	Discount	: Tax	Total	Payment Method
03/02/23	E91	Rent 3/2-4/1	128.00	0.00	0.00	128.00	128.00 Master Card
03/02/23	E91	Protection Plan a	7.50	0.00	0.00	7.50	7.50 Master Card
					Taxes		0.00
					Payment (les	s tax)	135.50
					Payment Sub	ototal	135.50
					Credits Applie	ed	0.00
					Refunds Appl	ied	0.00
					Total Applied	to Accou	\$ 135.50
					Current Acco Paid By Paid Thru Da		\$0.00 Vaster Card *****9768 April 1, 2023

Transaction Type Sale

Authorization 043947 Reference 2100867328

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

X_____

GSS 106

\bigcirc			City of LA DONE						<u>Invoice</u>			
AppleOne					Accounts P	ayable						
AppleOne Empl	oyment Services			Corporate	Office (Nor	thridge We	est NC)		Cust	omer No:	0095010)1
P.O. Box 29048				Lo	os Angeles, (CA 90012			Site	No:	0077	
Glendale CA 91	209-9048								Perio	Period Ending:		23
Tel: 818-240-868									Invo	ce No:	S941399	99
Email: specialbi	illingvms@ain1.com								Amo	unt Due:	\$128.00	
TIN: 95-25808	64								Payr	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

02/18/2023

02/22/2023

\$25.60

5.00

5.00

5.00

0.00

0.00

0.00

\$0.00

\$

0.00

0.00

0.00

You can now pay electronically through

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

ApplePay

0

\$128.00

\$128.00

\$128.00

C-132956

Lowell, Joel

P.O. Box 29048

Appleone Employment Services

Glendale, CA 91209-9048

Sub Total For :

Grand Total Invoice Amount

Please remit payment to:

Northridge West Nc

Pollock, Frances

Pollock, Frances

Office of the City Clerk						10	
Administrative Services Division						20 mgch	
Neighborhood Council (NC) Funding Prog	ram					to Child	
Board Action Certification (BAC) Form						Cuy	AND TO A
NC Name: Northridge West			Meeting Date 6	5/14/22			
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 2022-202	3 Fiscal Year.			
Statement (er and fre).							
Method of Payment: (Select One)	Check		Credit Card		🗌 Board	d Member Reimb	ursement
			ote Count				
Recused Board Member	s must leave the room prior	to any discu	ussion and may not	return to the ro	om until after t	he vote is comple	ete.
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Abigail Bailes	President						
Kathleen Edwards	VP, Administration	х					
Sonny Liampetchakul	Secretary	х					
Joel Lowell	Treasurer	x					
Glen Wilson	At Large #1	x					
Lucio Padilla	At Large #2				Х		
Janis Kraft	At Large #5	х					
Jennifer Krowne	At Large #6	х					
Jorge Antonio Jimenez	At Large #7	x					
Angelica Robinson	At Large #10	х					
Brian Cathcart	At Large #11	x					
			_				
Board Quorum:	Total:	10	0	0	1	0	0
Authorized Signature	qual		Authorized Signa	ture:	. .	• -•	
	gu 24			/	Jethlu	- Chi	ards
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 1840 S Gaffey St, Suite 102, San Pedro, CA 90731, UNITED STATES ksmith-mailroom@mail.com

\$250.00

Reference: FEBRUARY 2023 Due Date: Mar 19, 2023

Invoice No#: 460-NWNC

Invoice Date: Mar 9, 2023

BILL TO

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

#	ITEMS & DESCRIPTION	QTY/HRS	PRICE	AMOUNT(\$)
1	FEB 2023 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. This month included work on election flyers with Outreach Chair. Total flat fee per month \$250.00.	1	\$250.00	\$250.00
		Subtot	al	\$250.00



AMOUNT DUE

TOTAL \$250.00 USD

\$0.00

Shipping

Office of the City Clerk						10	
Administrative Services Division						20 mgch	
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Board Action Certification (BAC) Form						Cuy	AND TO AN
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Lucio Padilla	At Large #2				Х		
Janis Kraft	At Large #5	х					
Jennifer Krowne	At Large #6	х					
Jorge Antonio Jimenez	At Large #7	x					
Angelica Robinson	At Large #10	х					
Brian Cathcart	At Large #11	x					
			_				
Board Quorum:	Total:	10	0	0	1	0	0
Authorized Signature	qual		Authorized Signa	ture:	. .	• -•	
	gu 24			/	Jethlu	- Chi	ards
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