

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	\$27000.00	\$513.50	\$14946.08	\$53.89	\$14892.19
Outreach		\$0.00		\$0.00	
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 Under Review: \$0.00		Encumbrances: \$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						\$53.89

Payment Receipt

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

Date Printed March 2, 2023
Payment Date March 2, 2023 9:02 AM
Paid Thru April 1, 2023
Current Balance \$0.00
Receipt Number 78986
Unit Number E91
By 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 (less tax) 135.50
Payment Subtotal 135.50
Credits Applied 0.00
Refunds Applied 0.00
Total Applied to Account \$ 135.50

Current Account Bal. \$0.00
Paid By Master Card *****9768
Paid Thru Date April 1, 2023

Transaction Type Sale

Authorization 043947
Reference 2100867328

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

x _____



AppleOne

AppleOne Employment Services
P.O. Box 29048
Glendale CA 91209-9048
Tel: 818-240-8688
Email: specialbillingvms@ain1.com

TIN: 95-2580864

City of LA DONE

Accounts Payable
Corporate Office (Northridge West NC)
Los Angeles, CA 90012

Invoice

Customer No: 00950101
Site No: 0077
Period Ending: 02/18/2023
Invoice No: S9413999
Amount Due: \$128.00
Payment Term: UPON RECEIPT

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	02/18/2023	02/22/2023	5.00	\$25.60	0.00	\$0.00	0.00	0	\$128.00
Sub Total For :						5.00		0.00		0.00		\$128.00
Grand Total Invoice Amount						5.00		0.00		0.00		\$128.00

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

INVOICE



DBA The Mailroom

1840 S Gaffey St, Suite 102, San Pedro, CA

90731, UNITED STATES

ksmith-mailroom@mail.com

Invoice No#: 460-NWNC

Invoice Date: Mar 9, 2023

Reference: FEBRUARY 2023

Due Date: Mar 19, 2023

\$250.00

AMOUNT DUE

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

