

Monthly Expenditure Report



Reporting Month: September 2024 Budget Fiscal Year: 2024-2025

NC Name: Northridge West
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$31303.14	\$998.30	\$30304.84	\$7876.00	\$0.00	\$22428.84

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$19500.00	\$998.30	\$16200.98	\$410.00	\$15790.98
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$2500.00	\$0.00	\$2500.00	\$0.00	\$2500.00
Neighborhood Purpose Grants	\$10000.00	\$0.00	\$5000.00	\$7466.00	\$-2466.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$7300.72	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PY GOLDEN STATE STORA	09/03/2024	Monthly Storage Fee for Sept 2024 Motion to Approve FY 2024-25 budget and administrative packet.	General Operations Expenditure	Office	\$165.50
2	APPLEONE EMPLOYMENT SERVICES	08/29/2024	recording and submitting board meeting minutes . Motion to Approve FY 2024-25 budget and administrative packet.	General Operations Expenditure	Office	\$332.80
3	KRISTINA J. SMITH / THE MAIL ROOM	09/20/2024	June 2024 Web Services Motion to Approve FY 2024-25 budget and administrative packet.	General Operations Expenditure	Office	\$250.00
4	KRISTINA J. SMITH / THE MAIL ROOM	09/20/2024	Aug 2024 Web Services Motion to Approve FY 2024-25 budget and administrative packet.	General Operations Expenditure	Office	\$250.00
Subtotal:						\$998.30

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	KRISTINA J. SMITH / THE MAIL ROOM	09/20/2024	July 2024 Web Services Motion to Approve FY 2024-25 budget and administrative packet.	General Operations Expenditure	Office	\$250.00

2	North Valley Family YMCA	09/24/2024	Motion to approve funding of a total of \$5,000 for an NPG submitted by North Valley Family YMCA to support their annual YMCA Thanksgiving Baskets distribution program for families in nee...	Neighborhood Purpose Grants		\$5000.00
3	The Museum of San Fernando Valley	09/27/2024	Motion to approve funding of a total of \$2,466 for an NPG submitted by the Museum of the San Fernando Valley to host a Valley Arts Faire on October 27, 2024 at the Museum of the San Ferna...	Neighborhood Purpose Grants		\$2466.00
4	APPLEONE EMPLOYMENT SERVICES	10/04/2024	Minute taking and reporting at board meeting Motion to Approve FY 2024-25 budget and administrative packet.	General Operations Expenditure	Office	\$160.00
Subtotal: Outstanding						\$7876.00

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 September 3, 2024
Payment Date September 3, 2024 10:09
Paid Thru October 1, 2024
Current Balance \$0.00
Receipt Number 88039
Unit Number E91
By Mark Berry

Date	Unit	Description	Charge	Discount	Tax	Total	Payment Method	
09/02/24	E91	Rent 09/02-10/01	158.00	0.00	0.00	158.00	158.00 Master C.	
09/02/24	E91	Protection PI 09/02-10/01	7.50	0.00	0.00	7.50	7.50 Master C.	
							Taxes	0.00
							Payment (less tax)	165.50
							Payment Subtotal	165.50
							Credits Applied	0.00
							Refunds Applied	0.00
							Total Applied to Account	\$ 165.50

Current Account Bal. \$0.00
 Paid By Master Card *****761
 Paid Thru Date October 1, 2024

Transaction Type Sale

Authorization 098655
 Reference p1_txn_66d742e0115473f8062fa6d

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: 08/03/2024
Invoice No: S9932686
Amount Due: \$332.80
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	08/03/2024	08/07/2024	4.00	\$25.60	0.00	\$0.00	0.00	0	\$102.40
C-132956	Joel Lowell	Northridge West Nc	Kramer, Patricia	08/17/2024	08/21/2024	9.00	\$25.60	0.00	\$0.00	0.00	0	\$230.40
Sub Total For :						13.00		0.00		0.00		\$332.80
Grand Total Invoice Amount						13.00		0.00		0.00		\$332.80

Please remit payment to:

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

You can now pay electronically through



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#: 797-NWNC

Invoice Date: Jul 24, 2024

Reference: JUNE 2024

Due Date: Aug 3, 2024

\$250.00
AMOUNT DUE

BILL TO

Northridge West Neighborhood Council

Joel Lowell

joel.lowell@gmail.com

#	ITEMS & DESCRIPTION	QTY/HRS	PRICE	AMOUNT(\$)
1	JUNE 2024 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

INVOICE

DBA The Mailroom

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



Invoice No#: 837-NWNC

Invoice Date: Sep 17, 2024

Reference: AUG 2024

Due Date: Sep 27, 2024

\$250.00
AMOUNT DUE

BILL TO

Northridge West Neighborhood Council

Joel Lowell

joel.lowell@gmail.com

#	ITEMS & DESCRIPTION	QTY/HRS	PRICE	AMOUNT(\$)
1	AUGUST 2024 WEB SERVICES @ \$250/mo Services include: Uploading of all website content (minutes, events, meeting dates, news posts, changes to web pages), and removal of expired content. Email Blasts & Social Media Posting 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

