

Monthly Expenditure Report



Reporting Month: January 2025

Budget Fiscal Year: 2024-2025

NC Name: Northridge West
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$18646.01	\$575.70	\$18070.31	\$250.00	\$0.00	\$17820.31

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$19500.00	\$530.70	\$13932.45	\$250.00	\$13682.45
Outreach		\$45.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$2500.00	\$0.00	\$2500.00	\$0.00	\$2500.00
Neighborhood Purpose Grants	\$16603.85	\$0.00	\$1637.85	\$0.00	\$1637.85
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$19957.85	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PY GOLDEN STATE STORA	01/02/2025	Monthly Storage fee	General Operations Expenditure	Office	\$165.50
2	MAILCHIMP	01/09/2025	Motion to approve \$45 monthly expenditure for Mailchimp e-mail newsletter distribution services to support Northridge West Neighborhood Council outreach efforts.	General Operations Expenditure	Outreach	\$45.00
3	Kristina Smith DBA The Mailroom	12/19/2024	November 2024 web services Motion to Approve FY 2024-25 budget and administrative packet.	General Operations Expenditure	Office	\$250.00
4	APPLEONE EMPLOYMENT SERVICES	01/15/2025	Minute taking and reporting at board meeting Motion to Approve FY 2024-25 budget and administrative packet.	General Operations Expenditure	Office	\$115.20
Subtotal:						\$575.70

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	KRISTINA J. SMITH / THE MAIL ROOM	01/28/2025	December 2024 Web Services Motion to Approve FY 2024-25 budget and administrative packet.	General Operations Expenditure	Office	\$250.00
Subtotal: Outstanding						\$250.00

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 January 2, 2025
Payment Date January 2, 2025 9:11 AM
Paid Thru February 1, 2025
Current Balance \$0.00
Receipt Number 89897
Unit Number E91
By Alexander Rome

Date	Unit	Description	Charge	Discount	Tax	Total	Payment Method	
01/02/25	E91	Rent 1/2-2/1	158.00	0.00	0.00	158.00	158.00 Master C.	
01/02/25	E91	Protection Plan a 1/2-2/1	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 *****76
							Paid Thru Date	February 1, 2025

Transaction Type Sale

Authorization 088026
 Reference p1_txn_6776c8af5c70e6d3c155172

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

X _____

Mailchimp Receipt MC23656759

Issued to

Northridge West Neighborhood Council
info@northridgewest.org
Office phone:
18543 Devonshire St # 437 Northridge, CA 91324-1308

Issued by

Mailchimp
c/o The Rocket Science Group, LLC
675 Ponce de Leon Ave NE
Suite 5000
Atlanta, GA 30308
www.mailchimp.com
Tax ID: US EIN 58-2554149

Details

Order# 23656759
Date Paid: January 09, 2025 10:36 AM Los Angeles

Billing statement

Essentials plan	\$45.00
2,500 contacts	

Paid via Mast ending in 6857 which expires 11/2027 on January 09, 2025	\$45.00
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Balance as of January 09, 2025	\$0.00
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If a refund is required, it will be issued in the purchase currency for the amount of the original charge.

Sales Tax was not applied to this purchase.

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INVOICE

DBA The Mailroom

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

90731, UNITED STATES

ksmith-mailroom@mail.com



Invoice No#: 893-NWNC

Invoice Date: Dec 18, 2024

Reference: NOV 2024

Due Date: Dec 28, 2024



Scan.Pay.Go

\$250.00
AMOUNT DUE

BILL TO

Northridge West Neighborhood Council

Joel Lowell

joel.lowell@gmail.com

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



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: 12/21/2024
Invoice No: S10044849
Amount Due: \$115.20
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	12/21/2024	12/25/2024	2.50	\$25.60	0.00	\$0.00	0.00	0	\$64.00
C-132956	Lowell, Joel	Northridge West Nc	Pollock, Frances	12/14/2024	12/18/2024	2.00	\$25.60	0.00	\$0.00	0.00	0	\$51.20
Sub Total For :						4.50		0.00		0.00		\$115.20
Grand Total Invoice Amount						4.50		0.00		0.00		\$115.20

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

