

Monthly Expenditure Report



Reporting Month: January 2018

Budget Fiscal Year: 2017-2018

NC Name: North Hills West
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$35974.43	\$1225.83	\$34748.60	\$896.94	\$9550.00	\$24301.66

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$31000.00	\$101.75	\$24248.60	\$164.84	\$23351.66
Outreach		\$1124.08		\$732.10	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$8000.00	\$0.00	\$8000.00	\$0.00	\$8000.00
Neighborhood Purpose Grants	\$3000.00	\$0.00	\$2500.00	\$0.00	\$2500.00
Funding Requests Under Review: \$0.00		Encumbrances: \$9550.00		Previous Expenditures: \$6025.57	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	VZWRLSS PRPAY AUTOPAY	01/08/2018	(Credit card transaction)	General Operations Expenditure	Office	\$34.59
2	FRATELLIS ITALIAN	01/19/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$112.02
3	CTC CONSTANTCONTACT.C	01/29/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$489.27
4	NEW HORIZONS	01/31/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$118.00
5	Moore Business Results	12/20/2017	Website and Communication	General Operations Expenditure	Outreach	\$258.53
6	Partners in Diversity, Inc.	01/02/2018	Monthly Minute Taker services	General Operations Expenditure	Office	\$67.16
7	Moore Business Results	01/09/2018	Monthly website and communication services	General Operations Expenditure	Outreach	\$146.26
Subtotal:						\$1225.83

Outstanding Expenditures

#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Dave Brown	01/23/2018	Reimbursement of expenses for GBM refreshments fro...	General Operations Expenditure	Outreach	\$202.37
2	Moore Business Results	02/05/2018	Monthly website and communication services	General Operations Expenditure	Outreach	\$301.79
3	Partners in Diversity, Inc.	02/05/2018	Monthly Minute Taker services	General Operations Expenditure	Office	\$164.84
4	Dave Brown	02/06/2018	Re-authorize expenditures for the previous fiscal ...	General Operations Expenditure	Outreach	\$227.94
Subtotal: Outstanding						\$896.94



Dan Gibson <dgibson.nhwnc@gmail.com>

You are good for another month!

1 message

Verizon Wireless <VZWMail@ecrmemail.verizonwireless.com>

Sun, Jan 7, 2018 at 8:20 AM

To: President@nhwnc.net

Thanks for your payment.

View online

[Shop](#) [Support](#) [My Verizon](#)

Your plan has been renewed.

Mobile number ending in #2259.

You're all set through 02/06/2018. Visit [My Verizon](#) at any time to review your account details.

My plan: **\$30 BASIC UNLIM BUNDLE**

Thanks for choosing Verizon Wireless.

Payment amount	\$30.00
CA Prepaid MTS Fee	\$1.67
CA Prepaid MTS Fee	\$2.70
CA Prepaid MTS Fee	\$0.22
Total amount	\$34.59

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Simplify by setting up automatic payments from your checking or credit card account.

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The convenience of My Verizon is there when you are on the go.

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© 2018 Verizon Wireless

18-Jan-2018 2:11:10P
\$112.02 | Method: SWIPED
MASTERCARD XXXXXXXXXXXXX5486
Ref #: 801800529050 | Auth #: 086343
MID: *****9882
AthNtwkNm: MASTERCARD
SIGNATURE VERIFIED

Order BT9CVR3B3FQAM

Customer Info

Name:
Dave

Address:
New Horizons, 15725 Parthenia

Phone:
3109942566



FRATELLIS ITALIAN

16153 PARTHENIA ST
NORTH HILLS, CA 91343
8188939233

WE DELIVER WITHIN 3 MILES AND 15\$
MINIMUM ORDER!

**ORDER: 05
DELIVERY**

6:15

Cashier: Kenia
18-Jan-2018 11:55:23A

Transaction 002497

1	Salads	\$0.00
	Garden Or Caesar Salad 1/2 Tray	\$25.00
	GARDEN	
1	Delivery	\$1.50
1	Large Pizza	\$12.95
	Canadian Bacon	\$2.00
	Pineapple	\$2.00
1	Large Pizza	\$0.00
	Pesto Chicken Pizza	\$20.95
1	Large Pizza	\$0.00
	Alfredo Pizza	\$18.95
	Chicken Mush	
1	Large Pizza	\$0.00
	Marguerite Pizza	\$18.95

Subtotal	\$102.30
Tax	\$9.72

Total	\$112.02
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CREDIT CARD AUTH	\$112.02
MASTERCARD 5486	

Tip

Total

112.02

[Print](#)**Billing Activity - Payments****North Hills West Neighborhood Council***Attn: Dan Gibson**200 N Spring St.**FLR 20**Los Angeles CA 90012-4801**US**P: 661-877-7538***Today's Date:** 01/29/2018**User Name:** northhillswest_nc**Payments from 01/22/2018 to 01/29/2018**

Date	Description	Charge Amount	Credit Amount
01/29/2018	Payment - Credit Card (MasterCard) *****5486		\$489.27

Billing questions? [Contact Support](#)

Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US



Dan Gibson <dgibson.nhwnc@gmail.com>

New Horizons Transaction Receipt

1 message

gsantilli@newhorizons-sfv.org <gsantilli@newhorizons-sfv.org>

Wed, Jan 31, 2018 at 2:09 PM

To: president@nhwnc.net

General Information

Merchant Account: New Horizons

Date/Time : 01/31/2018 2:09:09 PM PST

Transaction Information

Order ID : CAFE FUNCTION 01-18-2018

Description : IN 20180118

Transaction Amount : \$118.00

Transaction ID : 3970358492

Authorization Code : 055696

Transaction Type : Card Sale

Response : Approved

AVS Results : No address or ZIP match

Customer Billing Information

First Name : DANNY R.

Last Name : GIBSON

Company : North Hills West Neigghborhood Council

Address : 16405 CHASE ST.

City : NORTH HILLS

State : CA

Zip Code : 91343

Country : US

Phone : 661 877-7538

Email : president@nhwnc.net

Customer Shipping Information

First Name : DAN

Last Name : GIBSON

Company : North Hills West Neighborhood Council

Address : 200 N. Spring St. FL 20

City : LOS ANGELES

State : CA

Zip Code : 90012-4801

Country : US

Email : president@nhwnc.net



Invoice #NHWNC 2017 1201
Number

Date December 1, 2017

Mr. Dave Brown
North Hills West NC
PO Box 2091
North Hills, CA 91393

Please remit to:

Wendy L. Moore
Moore Business Results
19300 Rinaldi, #7164
Northridge, CA 91327

818 252-9399
<http://www.moorebusinessresults.com/>
City of LA Tax #549794-29

Communications services	258.53
Amount Now Due	\$258.53

Thank you for your business. We appreciate working with you.

Please pay within 21 days of invoice date. Payments not received by that date may incur a late fee of \$25. We may also assess a 1.5% interest charge per month on late payments. Interest accrues retroactively from the due date. If the invoice is not paid within 90 days, additional collections fees may apply. Returned checks are \$25.

Date	Task	Hours
11/6/2017	Upload fair contacts. Drumstick dash on calendar. FB.	0.34
11/14/2017	Meeting eblast with 2018 dates. Fb.	0.75
11/14/2017	Analytics reports	0.17
11/22/2017	Thanksgiving eblast. Fb.	0.25
11/30/2017	Assist with agendas. Images for FB slideshow. Eblast.	1.00
	Total	2.51



Meeting Date: 06/15/2017

Agenda Item No: 18

Board Motion and/or Public Benefit Statement (CIP and NPG):

Approval of NHWNC 2017-18 Annual Budget

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Dan Gibson	President	x					
Jay Beeber	Vice-President				x		
Dave Brown	Secretary	x					
Madlena Minasian	Treasurer	x					
Armando Diaz					x		
Maggie Elliott		x					
Garry Fordyce		x					
Puman Gohel		x					
Carol Hart		x					
David Hyman		x					
Sam Kwasman		x					
Antonino Lovato					x		
Kreshell Ramey					x		
Totals		9			4		

We, the Treasurer and the Second Signer of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature

Second Signer's Signature

Print/Type Name: Madlena Minasian

Print/Type Name: Dan Gibson

Date: 7/14/2017

Date: 7/14/2017



PARTNERS IN DIVERSITY, INC.
A Small Business, Women Owned Enterprise

Remit to: Partners In Diversity, Inc.
P.O. Box 654
South Pasadena, CA 91031-0654

INVOICE

Invoice Amount

\$67.16

Payment Terms

Due On Receipt

Invoice Date

12/26/2017

Invoice No.

29068

Customer No.

1351

Neighborhood Council/N.H.West
Attn to: Accounts Payable
P.O. BOX 2091
North Hills, CA 91343

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council/N.H.West	Corporate	1351	Due On Receipt

Description	Type	Units	Rate	Amount
Week ending: 12/24/2017				
Levin, David Minute Taker	Reg	2.75	\$24.42	\$67.16
Total This Week ending:				\$67.16

Reg: 2.75 OT: 0 DT: 0	Total - This Invoice:	\$67.16
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Partners In Diversity, Inc. recruits and hires qualified candidates without regard to race, religion, color, sex, sexual orientation, age, national origin, ancestry, citizenship, veteran, or disability status, or any factor prohibited by law, and as such affirms in policy and practice to support and promote the concept of equal employment opportunity and affirmative action, in accordance with all applicable federal, state and municipal laws.



Meeting Date: 06/15/2017

Agenda Item No:18

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Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Totals

Treasurer's Signature _____

Second Signer's Signature

Madlena Minasian

Print/Type Name:

Dan Gibson

7/14/2017

Date:

7/14/2017



Invoice #NHWNC 2018 0102
Number

Date January 2, 2018

Mr. Dave Brown
North Hills West NC
PO Box 2091
North Hills, CA 91393

Please remit to:

Wendy L. Moore
Moore Business Results
19300 Rinaldi, #7164
Northridge, CA 91327

818 252-9399
<http://www.moorebusinessresults.com/>
City of LA Tax #549794-29

Communications services	146.26
Amount Now Due	\$146.26

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Date	Task	Hours
12/13/2017	Update attendance page.	0.17
12/19/2017	Agenda on agendas page. Tree recycle. Year in review article. Eblast. New contacts in CC	1.25
	Total	1.42

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form



NC Name: North Hills West Meeting Date: 06/15/2017
 Budget Fiscal Year: 2017-18 Agenda Item No: 18


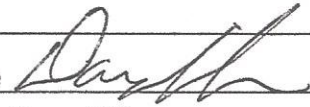
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Puman Gohel		X					
Carol Hart		X					
David Hyman		X					
Sam Kwasman		X					
Antonino Lovato					X		
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Treasurer's Signature  Print/Type Name: Madlena Minasian Date: 7/14/2017	Second Signer's Signature  Print/Type Name: Dan Gibson Date: 7/14/2017
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