## **Monthly Expenditure Report**



Reporting Month: February 2021 Budget Fiscal Year: 2020-2021

NC Name: North Hills West Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance Total Spent Remaining Balance Outstanding Commitments Net Available					Net Available
\$52478.12	\$1220.35	\$51257.77	\$792.94	\$0.00	\$50464.83

Monthly Cash Flow Analysis						
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available	
Office		\$1220.35		\$792.94		
Outreach	\$50000.00	\$0.00	\$38892.90	\$0.00	\$38099.96	
Elections		\$0.00		\$0.00		
Community Improvement Project	\$8000.00	\$0.00	\$7917.26	\$0.00	\$7917.26	
Neighborhood Purpose Grants	\$7000.00	\$0.00	\$5500.00	\$0.00	\$5500.00	
Funding Requests Und	der Review: \$0.00	Encumbrar	nces: \$0.00	Previous Expend	itures: \$11469.49	

			Expenditures			
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	VZWRLSS PRPAY AUTOPAY	02/15/2021	Monthly Verizon Pre-Paid Account Payment Verification	General Operations Expenditure	Office	\$33.00
2	PARTNERS IN DIVERSITY, INC.	01/28/2021	Meeting Minutes Writer	General Operations Expenditure	Office	\$122.10
3	PARTNERS IN DIVERSITY, INC.	01/28/2021	Minutes Writing Services	General Operations Expenditure	Office	\$170.94
4	PARTNERS IN DIVERSITY, INC.	01/28/2021	Meeting Minutes Writer and Administrative Services	General Operations Expenditure	Office	\$189.31
5	PARTNERS IN DIVERSITY, INC.	01/28/2021	Meeting Minutes Writer	General Operations Expenditure	Office	\$116.00
6	PARTNERS IN DIVERSITY, INC.	01/28/2021	Meeting Minutes Writer	General Operations Expenditure	Office	\$91.58
7	WENDY L. MOORE / MOORE BUSINESS RESULTS	01/29/2021	Communication Services	General Operations Expenditure	Office	\$497.42
	Subtotal:		'	-		\$1220.35

#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	WENDY L. MOORE / MOORE BUSINESS RESULTS	02/03/2021	Communications Services	General Operations Expenditure	Office	\$298.69
2	WENDY L. MOORE / MOORE BUSINESS RESULTS	03/04/2021	Communication Services	General Operations Expenditure	Office	\$494.25
	Subtotal: Outstanding	9	1	1		\$792.94

## Your payment history is ready to view.

Inbox

Verizon Wireless < VZWMail@ecrmemail.verizonwireless.com>

3:16 PM (7 minutes ago)

to me



Review your payment details

Shop Support My Verizon

| Mobile number ending in: 2259

## Here's your requested payment history.

Print or save a copy for your records.

## **Payment history**

March 2020 to March 2021

Paid On

**Amount** 

2/14/2021

**Total Amount** 

\$33.00

CA Local Prepaid MTS - \$2.70 CA State 911 Surcharge - \$0.30

Payment Amount - \$30.00

Thank you for choosing Verizon Wireless.









**Phones** 

<u>Tablets</u>

<u>Accessories</u>

<u>Plans</u>

Verizon Up

© Verizon Wireless

This email was sent to chart.nhwnc@gmail.com. We respect your privacy. Please review our privacy policy. If you think this email was sent in error or you'd like to change how you receive your notifications, click here.

Paid With

MasterCard

Verizon Wireless, One Verizon Way, Mail Code: 180WVB, Basking Ridge, NJ 07920



P.O. Box 654 South Pasadena, CA 91031-0654 INVOICE

Invoice Amount \$122.10

Payment Terms	<b>Invoice Date</b>
Due On Receipt	01/25/2021
Invoice No.	Customer No.

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	Туре	Units	Rate	Amount
Week ending: 01/24/2021  Levin, David  Minute Taker	Reg	5.00	\$24.42	\$122.10
		Total	This Week ending:	\$122.10

Reg: 5 OT: 0 DT: 0	Total - This Invoice: \$122.10
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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.

Office of the City Clerk						^	
Administrative Services Division						: Salandar	
Neighborhood Council (NC) Funding Progr	am					ê	<b>*</b> ( <b>6 9</b> )
Board Action Certification (BAC) Form						- 0	
NC Name: North Hills West Neighbor	rhood Council		Meeting Date:				
Budget Fiscal Year: 2020 - 2021	T		Agenda Item N				
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion approvin	ig the NHV	NNC 2020	0 - 2021 A	dministrati	ve Packet	1
Method of Payment: (Select One)	☐ Check		☐ Credit Card		□ Board	Member Reimbi	rsement
	s must leave the room prio	Vote	Count	t return to the ro		<del></del>	
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Carol Hart	President	X				n.e.g.a.c	
Pat Crone	Vice-President	х					
Madlena Minasian	Treasurer	х					
Dave Brown	Secretary	Х					
Punam Gohel		X					
Jay Beeber		х					
Dan Gibson		x					
Kreshell Ramey		X					
Gil Brenner		^			x		
Maggie Elliott		Х			^	<u> </u>	
Heather Hudson-Beeber	<del> </del>						
		X		-			
David Hyman		Х					
Carlos Pelaez		Х					
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Board Quorum: 7	Total:	12			1		
We, the authorized signers of the above meeting was held in accordance with all meeting where a quorum of the Board wa	laws, policies, and proced	incil, declare tha ures. The above	was approved	by the Neighbor	hood Council Bo	pard, at a Brown	Act compliant public
Authorized Signature			Authorized Sig	nature:	1007	744.7	9
Print/Type Name: Madlena Mina	asian		Print/Type Na	me: Carol N	. Hart	7. Hart	
<sup>Date:</sup> 07/12/20			Date: 07/1	2/20			E0 101 BAC Box 02011



P.O. Box 654 South Pasadena, CA 91031-0654 **INVOICE** 

Invoice Amount \$170.94

<b>Payment Terms</b>	<b>Invoice Date</b>
Due On Receipt	09/21/2020
Invoice No.	Customer No.
36760	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		Туре	Units	Rate	Amount
Week ending: 09/20/2020  Levin, David  Minute Take	r	Reg	7.00	\$24.42	\$170.94
			Total	This Week ending:	\$170.94

Reg: 7 OT: 0 DT: 0	Total - This Invoice: \$170.94
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Office of the City Clerk						^	
Administrative Services Division						: Salandar	
Neighborhood Council (NC) Funding Progr	am					ê	<b>*</b> ( <b>6 9</b> )
Board Action Certification (BAC) Form						- 0	
NC Name: North Hills West Neighbor	rhood Council		Meeting Date:				
Budget Fiscal Year: 2020 - 2021	T		Agenda Item N				
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion approvin	ig the NHV	NNC 2020	0 - 2021 A	dministrati	ve Packet	1
Method of Payment: (Select One)	☐ Check		☐ Credit Card		□ Board	Member Reimbi	rsement
	s must leave the room prio	Vote	Count	t return to the ro		<del></del>	
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Carol Hart	President	X				n.e.g.a.c	
Pat Crone	Vice-President	х					
Madlena Minasian	Treasurer	х					
Dave Brown	Secretary	Х					
Punam Gohel		X					
Jay Beeber		х					
Dan Gibson		x					
Kreshell Ramey		X					
Gil Brenner		^			x		
Maggie Elliott		Х			^	<u> </u>	
Heather Hudson-Beeber	<del> </del>						
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David Hyman		Х					
Carlos Pelaez		Х					
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Board Quorum: 7	Total:	12			1		
We, the authorized signers of the above meeting was held in accordance with all meeting where a quorum of the Board wa	laws, policies, and proced	incil, declare tha ures. The above	was approved	by the Neighbor	hood Council Bo	pard, at a Brown	Act compliant public
Authorized Signature			Authorized Sig	nature:	1007	744.7	9
Print/Type Name: Madlena Mina	asian		Print/Type Na	me: Carol N	. Hart	7. Hart	
<sup>Date:</sup> 07/12/20			Date: 07/1	2/20			E0 101 BAC Box 02011



P.O. Box 654 South Pasadena, CA 91031-0654 INVOICE

Invoice Amount \$189.31

<b>Payment Terms</b>	<b>Invoice Date</b>
Due On Receipt	10/19/2020
Invoice No.	Customer No.
36872	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		Туре	Units	Rate	Amount
Week ending: 09/20/2020 Levin, David	Administrative Assistant	Reg	2.75	\$20.00	\$55.00
			Total	This Week ending:	\$55.00
Week ending: 10/18/2020  Levin, David	Minute Taker	Reg	5.50	\$24.42	\$134.31
			Total	This Week ending:	\$134.31

Reg: 8.25 OT: 0 DT: 0	Total - This Invoice:	\$189.31
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Office of the City Clerk						^	
Administrative Services Division						: Salandar	
Neighborhood Council (NC) Funding Progr	am					ê	<b>*</b> ( <b>6 9</b> )
Board Action Certification (BAC) Form						- 0	
NC Name: North Hills West Neighbor	rhood Council		Meeting Date:				
Budget Fiscal Year: 2020 - 2021	T		Agenda Item N				
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion approvin	ig the NHV	NNC 2020	0 - 2021 A	dministrati	ve Packet	1
Method of Payment: (Select One)	☐ Check		☐ Credit Card		□ Board	Member Reimbi	rsement
	s must leave the room prio	Vote	Count	t return to the ro		<del></del>	
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Carol Hart	President	X				n.e.g.a.c	
Pat Crone	Vice-President	х					
Madlena Minasian	Treasurer	х					
Dave Brown	Secretary	Х					
Punam Gohel		X					
Jay Beeber		х					
Dan Gibson		x					
Kreshell Ramey		X					
Gil Brenner		^			x		
Maggie Elliott		Х			^		
Heather Hudson-Beeber	<del> </del>						
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David Hyman		Х					
Carlos Pelaez		Х					
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Board Quorum: 7	Total:	12			1		
We, the authorized signers of the above meeting was held in accordance with all meeting where a quorum of the Board wa	laws, policies, and proced	incil, declare tha ures. The above	was approved	by the Neighbor	hood Council Bo	pard, at a Brown	Act compliant public
Authorized Signature			Authorized Sig	nature:	1007	744.7	9
Print/Type Name: Madlena Mina	asian		Print/Type Na	me: Carol N	. Hart	7. Hart	
<sup>Date:</sup> 07/12/20			Date: 07/1	2/20			E0 101 BAC Box 02011



P.O. Box 654 South Pasadena, CA 91031-0654 **INVOICE** 

Invoice Amount \$116.00

Payment Terms	<b>Invoice Date</b>
Due On Receipt	11/23/2020
Invoice No.	Customer No.

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		Units	Rate	Amount
Week ending: 11/22/2020  Levin, David Minute Taker	Reg	4.75	\$24.42	\$116.00
		Total	This Week ending:	\$116.00

Reg: 4.75 OT: 0 DT: 0	Total - This Invoice:	\$116.00
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Office of the City Clerk						^	
Administrative Services Division						: Salandar	
Neighborhood Council (NC) Funding Progr	am					ê	<b>*</b> ( <b>6 9</b> )
Board Action Certification (BAC) Form						- 0	
NC Name: North Hills West Neighbor	rhood Council		Meeting Date:				
Budget Fiscal Year: 2020 - 2021	T		Agenda Item N				
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion approvin	ig the NHV	NNC 2020	0 - 2021 A	dministrati	ve Packet	1
Method of Payment: (Select One)	☐ Check		☐ Credit Card		□ Board	Member Reimbi	rsement
	s must leave the room prio	Vote	Count	t return to the ro		<del></del>	
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Carol Hart	President	X				n.e.g.a.c	
Pat Crone	Vice-President	х					
Madlena Minasian	Treasurer	х					
Dave Brown	Secretary	Х					
Punam Gohel		X					
Jay Beeber		х					
Dan Gibson		x					
Kreshell Ramey		X					
Gil Brenner		^			x		
Maggie Elliott		Х			^	<u> </u>	
Heather Hudson-Beeber	<del> </del>						
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David Hyman		Х					
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Board Quorum: 7	Total:	12			1		
We, the authorized signers of the above meeting was held in accordance with all meeting where a quorum of the Board wa	laws, policies, and proced	incil, declare tha ures. The above	was approved	by the Neighbor	hood Council Bo	pard, at a Brown	Act compliant public
Authorized Signature			Authorized Sig	nature:	1007	744.7	9
Print/Type Name: Madlena Mina	asian		Print/Type Na	me: Carol N	. Hart	7. Hart	
<sup>Date:</sup> 07/12/20			Date: 07/1	2/20			E0 101 BAC Box 02011



P.O. Box 654 South Pasadena, CA 91031-0654

**INVOICE** 

**Invoice Amount \$91.58** 

Payment Terms	<b>Invoice Date</b>			
Due On Receipt	12/21/2020			
Invoice No.	Customer No.			

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	Туре	Units	Rate	Amount
Week ending: 12/13/2020  Levin, David  Minute Taker	Reg	3.75	\$24.42	\$91.58
		Total	This Week ending:	\$91.58

Reg: 3.75 OT: 0 DT: 0	Total - This Invoice: \$91.58
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Office of the City Clerk						^	
Administrative Services Division						Edward !	
Neighborhood Council (NC) Funding Progr	am					6 10012	((1))
Board Action Certification (BAC) Form							
			Meeting Date: (				
			Agenda Item No				
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion approvin	g the NHV	VNC 2020	) - 2021 A	dministrati	ve Packet	
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Method of Payment: (Select One)	☐ Check		☐ Credit Card		☐ Board	Member Reimbu	ırsement
Vote Count  Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.							
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Carol Hart	President	х		***************************************			
Pat Crone	Vice-President	х					
Madlena Minasian	Treasurer	х	***************************************				
Dave Brown	Secretary	х					
Punam Gohel		x					
Jay Beeber		х					
Dan Gibson		х					
Kreshell Ramey		х					
Gil Brenner					х		
Maggie Elliott		х					· · · · · · · · · · · · · · · · · · ·
Heather Hudson-Beeber		X					
David Hyman		x					
Carlos Pelaez		x					
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Board Quorum: 7	Total:	12			1	-	
We, the authorized signers of the above meeting was held in accordance with all meeting where a quorum of the Board wa	named Neighborhood Cou laws, policies, and proced	ncil, declare tha ures. The above	was approved	by the Neighbor	this form is according to the control of the contro	pard, at a Brown	Act compliant public
Authorized Signature			Authorized Sign	nature:	in all	7-14-7	~
Print/Type Name: Madlena Minasian			Authorized Signature: Carol N. Hart  Print/Type Name: Carol N. Hart				
<sup>Date:</sup> 07/12/20			Date: 07/12/20				
						210	ED 101 DAC DOMOSO11



Invoice #NHWNC 2020 0501 Number

Date May 1, 2020

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, #7524 Northridge, CA 91327

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

Communications services	497.42
Amount Now Due	\$497.42

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 invoice date. If the invoice is not paid within 90 days, additional collections fees may apply. Returned checks are \$25.

Date	Task	Hours
4/2/2020	Face masks, grab & go resources & eblast.	0.92
4/6/2020	Extend email quota. Hosting renewal info.	0.17
4/10/2020	/10/2020 Mask required on news, eblast. Facebook.	
4/17/2020	Drive through testing, How you can help. Eblast. Facebook.	0.83
4/23/2020	Restaurant list on news.	0.75
4/27/2020	Email access. Facebook	0.34
4/29/2020	Update WordPress, plugins and theme	0.17
	Total	4.18

Office of the City Clerk						^	
Administrative Services Division						Eg Partie	
Neighborhood Council (NC) Funding Progr	am					6 10012	((1))
Board Action Certification (BAC) Form							
			Meeting Date: (				
			Agenda Item No				
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion approvin	g the NHV	VNC 2020	) - 2021 A	dministrati	ve Packet	
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Method of Payment: (Select One)	☐ Check		☐ Credit Card		☐ Board	Member Reimbu	ırsement
Vote Count  Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.							
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Carol Hart	President	х		***************************************			
Pat Crone	Vice-President	х					
Madlena Minasian	Treasurer	х	***************************************				
Dave Brown	Secretary	х					
Punam Gohel		x					
Jay Beeber		х					
Dan Gibson		х					
Kreshell Ramey		х					
Gil Brenner					х		
Maggie Elliott		х					· · · · · · · · · · · · · · · · · · ·
Heather Hudson-Beeber		X					
David Hyman		x					
Carlos Pelaez		x					
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Board Quorum: 7	Total:	12			1	-	
We, the authorized signers of the above meeting was held in accordance with all meeting where a quorum of the Board wa	named Neighborhood Cou laws, policies, and proced	ncil, declare tha ures. The above	was approved	by the Neighbor	this form is according to the control of the contro	pard, at a Brown	Act compliant public
Authorized Signature			Authorized Sign	nature:	in all	7-14-7	~
Print/Type Name: Madlena Minasian			Authorized Signature: Carol N. Hart  Print/Type Name: Carol N. Hart				
<sup>Date:</sup> 07/12/20			Date: 07/12/20				
						210	ED 101 DAC DOMOSO11