Monthly Expenditure Report



Reporting Month: June 2024 Budget Fiscal Year: 2023-2024

NC Name: North Hills West Neighborhood Council

Monthly Cash Reconciliation								
Beginning Balance	Total Spent Remaining Balance Outstanding Commitments Net Availab							
\$19942.02	\$1961.88	\$17980.14	\$0.00	\$0.00	\$17980.14			

Monthly Cash Flow Analysis									
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available				
Office		\$1461.88		\$0.00					
Outreach	\$21609.00	\$500.00	\$3145.65	\$0.00	\$3145.65				
Elections		\$0.00		\$0.00					
Community Improvement Project	\$14684.49	\$0.00	\$14684.49	\$0.00	\$14684.49				
Neighborhood Purpose Grants	\$5000.00	\$0.00	\$150.00	\$0.00	\$150.00				
Funding Requests Und	ler Review: \$0.00	Encumbrar	nces: \$0.00	Previous Expend	tures: \$21351.47				

Expenditures								
#	Vendor	Date	Description	Budget Category	Sub-category	Total		
1	ADOBE ADOBE	06/12/2024	Adobe Invoice. The charge is disputed, and a credit has been issued.	General Operations Expenditure	Office	\$659.88		
2	NEW HORIZONS	06/13/2024	May New Horizons GBM venue	General Operations Expenditure	Office	\$400.00		
3	NEW HORIZONS	06/13/2024	March New Horizon meeting venue.	General Operations Expenditure	Office	\$400.00		
4	ADOBE ADOBE	06/14/2024	Adobe Invoice	General Operations Expenditure	Office	\$359.88		
5	ADOBE ADOBE	06/15/2024	Adobe credit. Page two indicates the credit for this charge.	General Operations Expenditure	Office	\$-656.25		
6	Neighborhood Council Budget Day	05/29/2024	Budget Day Contribution	General Operations Expenditure	Outreach	\$500.00		
7	WENDY L. MOORE / MOORE BUSINESS RESULTS	05/30/2024	WebMaster Communications	General Operations Expenditure	Office	\$298.37		
	Subtotal:					\$1961.88		

#	Vendor	Date	Description	Budget Category	Sub-category	Total
	Subtotal: Outstanding	g				\$0.00



Adobe Inc. 345 Park Avenue San Jose CA 95110-2704 United States Federal Tax ID: 77-0019522

ORIGINAL

Invoice Information

Invoice Number 2789312237
Invoice Date 12-JUN-2024
Payment Terms Credit Card
Purchase Order HB00066310608CUS
Order Number 7046403148
Customer Number 1204101535
Currency USD

Bill To

Madlena Minasian NHWNC 200 N Spring St #224 Los Angeles County Los Angeles CA 90012-3238

INVOICE

tem Details									
Service Term: 12-JU	JN-2024 to 11-JUN-2025								
PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL		
65229238	Creative Cloud All Apps 100GB	1 EA	659.88	659.88	0.00%	0.00	659.88		

Invoice Total

NET AMOUNT (USD)	659.88
TAXES (SEE DETAILS FOR RATES)	0.00

GRAND TOTAL (USD) 659.88

Comments:

Billing Contact

https://helpx.adobe.com/contact.html



Plans and Payment > Orders and invoices >

Invoice and billing history

Review your billing history and manage your invoices.

Search by order number, plan name, and more



DA	TE	TYPE	ORDER NUMBER	PLANS	AMOUNT	ACTION
Jur 202	n 14, 24	Invoice	HB04352322102CUS	Creative Cloud All Apps 100GB	US\$359.88	
Jur 202	n 14, 24	Credit	HB04352322102CUS	Creative Cloud All Apps 100GB	US\$-656.25	
Jur 202	n 12, 24	Invoice	HB04352322102CUS	Creative Cloud All Apps 100GB	US\$659.88	
Jur 202	n 12, 23	Invoice	HB04352322102CUS	Creative Cloud All Apps 100GB	US\$599.88	

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JUNE 15, 2023





Administrative Services Division		Budget				Sep Strikeller	No. 105 Aug.			
Neighborhood Council (NC) Funding Progra Board Action Certification (BAC) Form	am					Tily Cle				
NC Name: NORTH HILLS WEST NEIGHE	BORHOOD COUNCIL		Meeting Date: June 15, 2023							
Budget Fiscal Year: 2023-2024					Agenda Item #11					
Board Motion and/or Public Benefit Statement (CIP and NPG):	MOTION T	O APPF	ROVE AD	MINIST	RATIVE	PACKE	T-			
	ANNUAL B	UDGET	2023-2	024						
Method of Payment: (Select One)	☐ Check		Credit Card		☐ Board	l Member Reimbu	ırsement			
Recused Board Member	s must leave the room pri		e Count sion and may not	t return to the ro	om until after th	ne vote is comple	te.			
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused			
MADLENA MINASIAN	PRESIDENT	Χ								
MAGGIE ELLIOTT	VICE PRESIDENT	Χ								
PAT CRONE	TREASURER	Χ								
DAVE BROWN	SECRETARY	Х								
LINDA ERDMAN		Х								
GARRY FORDYCE			Х							
PUNAM GOHEL		Х								
CAROL HART		Х								
DAVID HYMAN					X					
KRESHELL RAMEY				Х						
Board Quorum:	Total:	7	1	1	1					
We, the authorized signers of the above r	l l	ncil, declare tha				rate and comple	te, and that a public			
neeting was held in accordance with all I neeting where a quorum of the Board was		ures. The above	e was approved b	y the Neighborh	nood Council Bo	ard, at a Brown <i>i</i>	Act compliant public			
Authorized Signature Pat Cron	e		Authorized Signa	Maare	ena Minas	ian				
			Print/Type Name: MADLENA MINASIAN							

Invoice

New Horizons: Serving Individuals with Special Needs

15725 Parthenia St North Hills, CA 91343 Invoice no. : May2024 Reference no. : Rental fee for May 2024 -

Date

Due date

5.16.24 05/01/2024

05/01/2024

Bill to: North Hills West Neighborhood Council

Attn: North Hills West Neighborhood Council

City of Los Angeles P.O. Box 2091 North Hills, CA 91393

United States

Total amount : \$400.00

Description or memo		Amount
Rental fee for May 2024 - 5.16.24		\$400.00
	Total amount:	\$400.00

New Horizons: Serving Individuals with Special Needs

15725 Parthenia St North Hills, CA 91343 United States

Customer ID: North Hills WNC

Invoice no: May2024

Bill to: North Hills West Neighborhood Council

Attn: North Hills West Neighborhood Council

City of Los Angeles P.O. Box 2091

North Hills, CA 91393

United States

Total due: \$400.00

Amount enclosed:

New Horizons: Serving Individuals with Special I

Remit to:

United States

Date: 05/01/2024 Terms: Net 15 Due date: 05/01/2024 Page 1

JUNE 15, 2023





Administrative Services Division		Budget				Sep Strikeller	No. 105 Aug.			
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PAT CRONE	TREASURER	Χ								
DAVE BROWN	SECRETARY	Х								
LINDA ERDMAN		Х								
GARRY FORDYCE			Х							
PUNAM GOHEL		Х								
CAROL HART		Х								
DAVID HYMAN					X					
KRESHELL RAMEY				Х						
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Authorized Signature Pat Cron	e		Authorized Signa	Maare	ena Minas	ian				
			Print/Type Name: MADLENA MINASIAN							

Invoice

New Horizons: Serving Individuals with Special Needs

15725 Parthenia St North Hills, CA 91343 Invoice no. : March2024
Reference no. : Rental fee for
March 2024 -

th 2024 -3.21.24

\$400.00

Date : 05/01/2024 **Due date** : **05/01/2024**

Total amount

Bill to: North Hills West Neighborhood Council

Attn: North Hills West Neighborhood Council

City of Los Angeles P.O. Box 2091

North Hills, CA 91393

United States

Description or memo		Amount
Rental fee for March 2024 - 3.21.24		\$400.00
	Total amount:	\$400.00

New Horizons: Serving Individuals with Special Needs

15725 Parthenia St North Hills, CA 91343 United States

Customer ID: North Hills WNC

Invoice no: March2024

Bill to: North Hills West Neighborhood Council

Attn: North Hills West Neighborhood Council

City of Los Angeles P.O. Box 2091

North Hills, CA 91393

United States

Total due: \$400.00

Amount enclosed:

New Horizons: Serving Individuals with Special I

Remit to:

United States

Date: 05/01/2024 Terms: Net 15 Due date: 05/01/2024 Page 1

JUNE 15, 2023





Administrative Services Division		Budget				Sep Strikeller	No. 105 Aug.			
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PAT CRONE	TREASURER	Χ								
DAVE BROWN	SECRETARY	Х								
LINDA ERDMAN		Х								
GARRY FORDYCE			Х							
PUNAM GOHEL		Х								
CAROL HART		Х								
DAVID HYMAN					X					
KRESHELL RAMEY				Х						
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Authorized Signature Pat Cron	e		Authorized Signa	Maare	ena Minas	ian				
			Print/Type Name: MADLENA MINASIAN							



Adobe Inc. 345 Park Avenue San Jose CA 95110-2704 United States Federal Tax ID: 77-0019522

ORIGINAL

Invoice Information

Invoice Number 2791512851
Invoice Date 14-JUN-2024
Payment Terms Credit Card
Purchase Order HB04352322102CUS
Order Number 7162958701
Customer Number 1204101535
Currency USD

Bill To

Madlena Minasian NHWNC 200 N Spring St #224 Los Angeles County Los Angeles CA 90012

INVOICE

Item Details							
Service Term: 14-JU	JN-2024 to 13-JUN-2025						
PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65229975	Creative Cloud All Apps 100GB	1 EA	359.88	359.88	0.00%	0.00	359.88

Invoice Total

NET AMOUNT (USD)	359.88
TAXES (SEE DETAILS FOR RATES)	0.00

GRAND TOTAL (USD)

Comments:

Billing Contact

https://helpx.adobe.com/contact.html

359.88

JUNE 15, 2023





Administrative Services Division	Budget	The state of the s						
Neighborhood Council (NC) Funding Progra Board Action Certification (BAC) Form	am					Tily Cle		
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Budget Fiscal Year: 2023-2024			Agenda Iter					
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DAVE BROWN	SECRETARY	Х						
LINDA ERDMAN		Х						
GARRY FORDYCE			Х					
PUNAM GOHEL		Х						
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Authorized Signature Pat Cron	es		Authorized Signa	Maare	ena Minas	ian		
Print/Type Name: PAT CRONE			Print/Type Name: MADLENA MINASIAN					



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Invoice Total

NET AMOUNT (USD)	659.88
TAXES (SEE DETAILS FOR RATES)	0.00

GRAND TOTAL (USD) 659.88

Comments:

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Invoice and billing history

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DA	TE	TYPE	ORDER NUMBER	PLANS	AMOUNT	ACTION
Jur 202	n 14, 24	Invoice	HB04352322102CUS	Creative Cloud All Apps 100GB	US\$359.88	
Jur 202	n 14, 24	Credit	HB04352322102CUS	Creative Cloud All Apps 100GB	US\$-656.25	
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Jur 202	n 12, 23	Invoice	HB04352322102CUS	Creative Cloud All Apps 100GB	US\$599.88	

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Administrative Services Division





Neighborhood Council (NC) Funding Progra	am	Budget				City of the			
NC Name: NORTH HILLS WEST NEIGHE	BORHOOD COUNCIL		Meeting Date: June 15, 2023						
Budget Fiscal Year: 2023-2024			Agenda Item #11						
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	ANNUAL BI	JDGET	2023-2	024					
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PAT CRONE	TREASURER	Х							
DAVE BROWN	SECRETARY	X							
LINDA ERDMAN		Х							
GARRY FORDYCE			X						
PUNAM GOHEL		Х							
CAROL HART		X							
DAVID HYMAN					37				
KRESHELL RAMEY					X				
TUVEOTIELE TO UVIET				X					
Board Quorum:	Total:	7	1	1	1				
We, the authorized signers of the above r meeting was held in accordance with all I meeting where a quorum of the Board was	aws, policies, and procedu			•		-	·		
Authorized Signature			Authorized Signa	ature: // //	A				
Authorized Signature Pat Cron Print/Type Name: PAT CRONE				e: MADLEN	<u>rna Minasi</u> A MINASIA	<i>IAN</i> N			
Date: JUNE 15, 2023				NE 15, 2023					
						NC	ED 404 DAC D. 02044		



Invoice #NHWNC 2024 0530

Number

Date May 30, 2024

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	227.12
Developer Services	71.25
Amount Now Due	\$298.37

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
	Calendar: Fireworks buyback, Senior Symposium, Memorial Day	
5/9/2024	Concert. Schedule social posts	0.42
5/14/2024	Meeting update. Eblast. Social	0.75
5/15/2024	Agenda post time research	0.50
	Communications Total	1.67
5/10/2024	Developer updates to MySQL 8	0.25
5/14/2024	Developer checks site records regarding publishing of agenda	0.50
	Developer Total	0.75

Administrative Services Division





Neighborhood Council (NC) Funding Progra	am	Budget				City of the			
NC Name: NORTH HILLS WEST NEIGHE	BORHOOD COUNCIL		Meeting Date: June 15, 2023						
Budget Fiscal Year: 2023-2024			Agenda Item #11						
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MAGGIE ELLIOTT	VICE PRESIDENT	Х							
PAT CRONE	TREASURER	Х							
DAVE BROWN	SECRETARY	X							
LINDA ERDMAN		Х							
GARRY FORDYCE			X						
PUNAM GOHEL		Х							
CAROL HART		X							
DAVID HYMAN					37				
KRESHELL RAMEY					X				
TUVEOTIELE TO UVIET				X					
Board Quorum:	Total:	7	1	1	1				
We, the authorized signers of the above r meeting was held in accordance with all I meeting where a quorum of the Board was	aws, policies, and procedu			•		-	·		
Authorized Signature			Authorized Signa	ature: // //	A				
Authorized Signature Pat Cron Print/Type Name: PAT CRONE				e: MADLEN	<u>rna Minasi</u> A MINASIA	<i>IAN</i> N			
Date: JUNE 15, 2023				NE 15, 2023					
						NC	ED 404 DAC D. 02044		