

Department of Neighborhood Empowerment

Reporting Month:

JUNE

MONTHLY EXPENDITURE REPORT

NC Name:

North Hills West

Submitted: 7/18/2016 18:57:22

Budget Fiscal Year:

2015-2016

EMPOWER LA

Department of
NEIGHBORHOOD EMPOWERMENT

FILL IN ALL THE UNSHADED (WHITE) FIELDS (Must be submitted to the Department within 10 days of Board Approval along with documentation and hard copy)

EXPENDITURES BY LINE ITEM (for more than 12 expenditures, you may continue entering on page 3 of this worksheet - see below)

A	Date / Item / Service Description	BUDGET CATEGORY	VENDOR	INVOICE NUMBER	OUT OF STATE VENDOR	1099 Reportable	TOTAL
1	Candidate Forum (Sams Café)	ELECTION	New Horizons				\$800.00
2	5/2/16- Website Content	OUTREACH	Moore Business Results	0502			\$494.55
3	6/9/16MinuteTaker/Admin	OPERATIONS	Partners in Diversity	24506			\$164.84
4	6/16/16-Food for GBM	OPERATIONS	Dave Brown				\$193.23
5	6/16/16-MER Copies for GBM /FedEx Office	OPERATIONS	Armando Diaz				\$99.19
6	6/19/16-MinuteTaker/Admin	OPERATIONS	Partners in Diversity	24407			\$134.31
7	12/31/2016 - Sam's Café Monthly Meeting	OPERATIONS	New Horizons	37398			\$180.00
8	1/31/2016 - Sam's Café Monthly Meeting	OPERATIONS	New Horizons	37690			\$180.00
9	2/29/2016 - Sam's Café Monthly Meeting	OPERATIONS	New Horizons	38000			\$180.00
10	3/17/2016 - Sam's Café Monthly Meeting	OPERATIONS	New Horizons	38402			\$180.00
11	Congress of NC's	OUTREACH	City of Los Angeles (DONE)				\$1,500.00
12	Budget Advocates	OUTREACH	City of Los Angeles (DONE)				\$1,500.00
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)							\$7,517.52
B CUMULATIVE EXPENDITURES FROM PRIOR MONTHS							\$31,457.80
C OUTSTANDING COMMITMENTS							
C 1. Outstanding Checks (checks that have been issued, but have not yet cleared the account)							
C 2. Rent/Lease							
C 3. Contractual Services							
C 4. Large Purchases							
C 5. Neighborhood Purpose Grants (pending or in process)							\$2,900.00
C 6. Temporary Staffing Services							
C 7. Storage							
C 8. Other Outstanding Commitments ==> Description: Election Polling Place							\$200.00
SUBTOTAL: Outstanding Commitments							\$3,100.00
D Total Expenditures & Commitments							\$42,075.32
E Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc) (use '+' for credits, '-' for deductions)							\$0.00
F Approved Budget 2015-2016							\$42,000.00
G Balance of Budget							-\$75.32

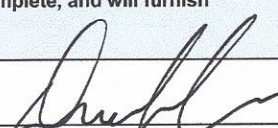
Revision Date 1-26-15

Reporting Month:	JUNE
NC Name:	North Hills West

Page 2

MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$11,041.95		\$11,041.95	\$7,517.52	\$3,524.43

MONTHLY BUDGETARY ANALYSIS						
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	FY 2014-15 Expenses Cleared in FY 2015-16 (C)	Total Spent in Prior Months (D)	Unspent Budget Balance (E) = A - B + C - D
100	Operations	\$6,357.10	\$1,646.25		\$4,710.85	\$0.00
200	Outreach	\$23,027.44	\$5,071.27		\$17,956.17	\$0.00
300	Community Improvement	\$0.00	\$0.00			\$0.00
400	NPG	\$7,073.39	\$0.00		\$4,173.39	\$2,900.00
500	Elections	\$5,617.39	\$800.00		\$4,617.39	\$200.00
900	Unallocated		\$0.00			\$0.00
	TOTAL	\$42,075.32	\$7,517.52	\$0.00	\$31,457.80	\$3,100.00

NEIGHBORHOOD COUNCIL DECLARATION			
We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and will furnish additional documentation to the Department of Neighborhood Empowerment upon request.			
Treasurer Signature		Signer's Signature	
Print Name	Armando Diaz	Print Name	Dan Gibson
Date	7/17/16	Date	7/17/16

NC Additional Comments	
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Revision Date 1-26-15

Reporting Month:	JUNE
NC Name:	North Hills West

ADDITIONAL EXPENDITURES BY LINE ITEM (Optional, do not print page 3 unless you use it)						
A	Date / Item / Service Description	BUDGET CATEGORY	VENDOR	INVOICE NUMBER	OUT OF STATE VENDOR	1099 Reportable
13	NC Awards	OUTREACH	City of Los Angeles (DONE)			\$500.00
14	Bank Charges (Money Order fo NC Awards)	OPERATIONS	UnionBank			\$5.00
15	Website Content	OUTREACH	Moore Business Results			\$224.54
16	Website Content	OUTREACH	Moore Business Results	0601		\$496.70
17	6/9/16MinuteTaker/Admin	OPERATIONS	Partners in Diversity			\$177.05
18	Food GBM 5/19	OUTREACH	Dave Brown			\$355.48
19	Minute Taker	OPERATIONS	Partners in Diversity			\$152.63
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
32						
33						
34						
35						
36						
SUBTOTAL: Expenditures by Line Item						\$1,911.40

Revision Date 1-26-15



Statement for NORTH HILLS WEST NEIGHBORHOOD COUNCIL

[Important Statement Information](#)

Date range: 06/01/16 - 06/30/16

- Business Basics Checking Summary
- Checks
- Other Withdrawals

■ Save time by depositing checks directly from your smartphone or tablet. Easy Usage: It is simple to submit a deposit. Select an account, enter the amount and take a photo of both sides of the check. It's that simple. Quick Confirmation: Check your deposit status online or with your mobile app. For more information, go to: unionbank.com/mobilecheckdeposit

NORTH HILLS WEST NEIGHBORHOOD COUNCIL
200 N SPRING ST FL 20
LOS ANGELES CA 90012-4801

Business Basics Checking Summary

Account Number: 0062262795

Days in statement period: 30

Balance on 6/1	\$	11,041.95
Additions		0.00
Subtractions		-7,517.52
Checks		-7,012.52
Other Withdrawals		-505.00
Balance on 6/30	\$	3,524.43

Statement Average Ledger Balance 8,747.49

We waived your service charge this statement period.

[back to top](#)

Checks

Number	Date	Reference	Amount	Number	Date	Reference	Amount
5031	6/8	07586782	\$ 800.00	5038	6/20	06794340	\$ 134.31
5032	6/21	06810032	164.84	5039	6/27	08459832	3,000.00
5033	6/8	07515800	494.55	5040	6/28	06001372	224.54
5034	6/8	07586780	720.00	5041	6/28	06844208	193.23
5035	6/28	06001374	496.70	5042	6/28	07518166	99.19
5036	6/20	06794338	177.05	5043	6/28	08252740	152.63
5037	6/27	07565906	355.48				
Total							\$ 7,012.52

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Other Withdrawals including fees and adjustments ?

Date	Description/Location	Reference	Amount
6/30	FEE FOR PURCHASE OF MONEY ORDERS	65004366	\$ 5.00
6/30	WITHDRAWAL # 0000606670	76141206	500.00
Total			\$ 505.00

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[back to top](#)

New Horizons
Sam's Cafe

15725 Parthenia Street, North Hills, CA 91343-4999, (818) 894-9301

Initial Invoice

Engager

Engager: Dan Gibson **DayPhone:** (661) 877-7538 **Remarks:** dgibson.nhwnc@gamil.com
Organization: North Hills West NC **EvePhone:**
Address: 16405 Chase St **FaxPhone:** (818) 892-7258

North Hills, CA 91343

ID: 312-4

Event

Date: 4/2/2016 **Day:** Saturday **Time:** To **ExpGuest:** 0 **GuarGuest:** 0
Function: Meeting **LiqLicIss:** **LiqValid:** **Issued To:** **Rcvd:**

Room

Qty	Description	Time	Unit Cost	TxEx	Remarks	Cost
4	Sam's Café Main Banquet Hall		\$200.00	☒		\$800.00

Cost Summary

Thank you for choosing Sam's Cafe

Event Cost:	\$800.00
Sales Tax:	\$0.00
Total Cost:	\$800.00
Less Deposit:	\$0.00
Less Payments Received:	\$0.00
Balance Due By :	\$800.00
Security Deposit Received:	\$0.00

Notices and Approval

1. Your Security Deposit is typically refunded, less any charges, seven days after your event.
2. Please contact SFVAR, Sam's Cafe, BEFORE NOON 7 DAYS PRIOR TO EVENT with the minimum number of guests for which you will be charged. Should contact with Facility not be made by the indicated date and time, your expected attendance shall be considered your GUARANTEE. The Facility will be prepared to serve a maximum of 5% over your guaranteed minimum. Overages will be billed and paid immediately. You will be held to 100% of your guaranteed minimum PLUS any overages.
3. THIS DOCUMENT MUST BE ACCOMPANIED BY SIGNED TERMS & CONDITIONS CONTRACT TO BE VALID.
4. This is your Initial Invoice. An Event Invoice showing your final guest count may follow.

Engager Signature:
SFVAR Signature:

Date:
Date:



Invoice #NHWNC 2016 0502
Number

Date May 2, 2016

Please remit to:

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

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

Content Services for NHWNC Communications 3.85 hours at \$103/hour	396.55
Hosting renewal through May 27, 2017	98.00
Total	494.55

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

Please pay within 21 days of invoice date. There will be a 1.5% charge per month on late payments. Returned checks are \$25.

Date	Task	Hours
4/8/2016	2 elections eblasts and FB posts.	0.50
4/11/2016	Election results on site. Events on calendar & FB.	0.67
4/15/2016	Bulky item and earth day LA on calendar, FB. Eblast.	0.67
4/18/2016	Agenda on site.	0.17
4/19/2016	Home sharing ordinance on calendar. Agenda on FB. Eblast.	0.50
4/26/2016	Image for Neighborhood watch. Update board page with new officers and members. Set up new emails.	1.00
5/2/2016	Renew hosting per instructions from Dave Brown.	.34
	Total	3.85



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

\$164.84

Payment Terms

Due On Receipt

Invoice Date

04/25/2016

Invoice No.

24067

Customer No.

1351

NEIGHBORHOOD COUNCIL/N.H.WEST
Attn to: ACCOUNTS PAYABLE
NORTH HILLS WEST
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: 04/24/2016 LEVIN, DAVID Administrative	Reg	6.75	\$24.42	\$164.84
Total This Week ending:				\$164.84

Reg: 6.75 OT: 0 DT: 0	Total - This Invoice:	\$164.84
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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.

North Hills West NC
Reimbursement for refreshments

Meeting dates:

Thur JUNE 16, 2016

General Board Meeting:

\$ 135.57 pizza's & salad

\$ 36.80 donuts (6/2 + 6/16)

\$ 20.86 paper goods

TOTAL: 193.23

See Attached

NORTH HILLS WEST NC

\$193.27

NHW NC
JUNE 2, 2016
\$6.00
DONUTS

6-16-16
NHW NC
GBM
DONUTS

Delivery

7530-600

Dave D
15725 Parthenia
North Hills, CA 91343
(310) 994-2566

FRATELLI'S PIZZA
16153 Parthenia St.

Server: naheel
Dave D/1
Guests: 1
06/16/2016
1:41 PM
20050

Delivery Charge	1.50
Large Cheese Pizza (2 @0.00)	0.00
Large (2 @12.75)	25.50
Sicilian (2 @2.00)	4.00
pineapple (2 @1.75)	3.50
canadian bacon (2 @1.75)	3.50
Large VeggiePizza	0.00
Large	18.75
Sicilian	2.00
Lg Meal Lovers	0.00
Large	18.75
Sicilian	2.00
FULL GARDEN SALAD	45.00

Subtotal	124.50
Tax	11.07
Total	135.57
Balance	135.57

FOOD 4 LESS

The True Low Price Leader.
Everyday!

16208 Parthenia St.
(818) 830-0249
Your cashier was Omar L

KRO VEG TRAY W DIP	7.99 F
CTO NAPKIN	0.99 T
CRWN PASTRY	4.99 F
KRO PLATES	4.99 T
1 @ 4/5.00	
KRO CUTLERY	1.25 T
TAX	0.65
**** BALANCE	20.86
CASH	21.00
	0.14
	5

TO
CC.
OLD =
173 351
XXXXXXXXXXXXXXXXXXXX
we're Doing!



FedEx Office is your destination
for printing and shipping.

5610 Sepulveda Blvd
Van Nuys, CA 91411-2507
Tel: (818) 780-2123

6/16/2016

6:23:20 PM PST

Team Member: Jeffrey L.

SALE

BN 75 on 248 Wht	375 @	0.2400
30331 Reg. Price	0.30	
Machine Stapling	50 @	0.0200
20478 Reg. Price	0.02	
Register Total	113.50	
Discounts	22.50	
Total	91.00	

Sub Total	91.00
Tax	8.19
Deposit	0.00

Total

99.19

MasterCard (5)

Account: 0421

Auth: 203000 (4)

Total Tenders

Change Due

99.19

0.00

Total Discounts 22.50



* 1 9 0 2 0 0 2 6 1 4 7 *

6/16/16
GBM

Armando
Diaz



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

\$134.31

Payment Terms

Due On Receipt

Invoice Date

06/09/2016

Invoice No.

24407

Customer No.

1351

NEIGHBORHOOD COUNCIL/N.H.WEST
Attn to: ACCOUNTS PAYABLE
NORTH HILLS WEST
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: 06/05/2016 LEVIN, DAVID Minute Taker	Reg	5.50	\$24.42	\$134.31
Total This Week ending:				\$134.31

Reg: 5.5 OT: 0 DT: 0	Total - This Invoice:	\$134.31
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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.

New Horizons
Sam's Cafe

15725 Parthenia Street, North Hills, CA 91343-4999, (818) 894-9301

Initial Invoice

Engager

Engager: Dan Gibson
Organization: North Hills West NC
Address: 16405 Chase St

DayPhone: (661) 877-7538
EvePhone:
FaxPhone: (818) 892-7258

Remarks: dgibson.nhwnc@gamil.com

North Hills, CA 91343

ID: 312-4

Event

Date: 4/21/2016

Thursday

Time:

To

ExpGuest: 0

GuarGuest: 0

Function: Meeting

LiqLicIss:

LiqValid:

Issued To:

Rcvd:

Room

Qty	Description	Time	Unit Cost	TxE	Remarks	Cost
1	Sam's Café Main Banquet Hall		\$180.00	☒		\$180.00

Cost Summary

Thank you for choosing Sam's Cafe

Event Cost:	\$180.00
Sales Tax:	\$0.00
Total Cost:	\$180.00
Less Deposit:	\$0.00
Less Payments Received:	\$0.00
Balance Due By	: \$180.00
Security Deposit Received:	\$0.00

Notices and Approval

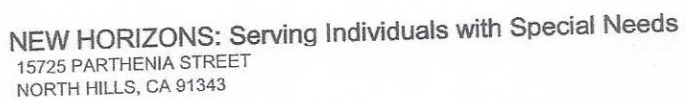
1. Your Security Deposit is typically refunded, less any charges, seven days after your event.
2. Please contact SFVAR, Sam's Cafe, BEFORE NOON 7 DAYS PRIOR TO EVENT with the minimum number of guests for which you will be charged. Should contact with Facility not be made by the indicated date and time, your expected attendance shall be considered your GUARANTEE. The Facility will be prepared to serve a maximum of 5% over your guaranteed minimum. Overages will be billed and paid immediately. You will be held to 100% of your guaranteed minimum PLUS any overages.
3. THIS DOCUMENT MUST BE ACCOMPANIED BY SIGNED TERMS & CONDITIONS CONTRACT TO BE VALID.
4. This is your Initial Invoice. An Event Invoice showing your final guest count may follow.

Engager Signature:

Date:

SFVAR Signature:

Date:



Number: IN000037398
Page: 1
Date: 12/31/2015

Sold NORTH HILLS WEST NC
To: Attn: John McGovern
16116 Liggett St
North Hills, CA 91343

Attn: John McGovern

Ship Attn: John McGovern
To: 16116 Liggett St
North Hills, CA 91343

Attn: John McGovern

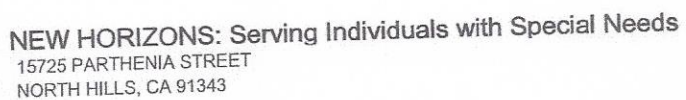
Attn: John McGovern				
Reference - P.O. No.	Customer No.	Salesperson	Ship Via	Terms Code
	C0087			N30

Comments: Event 12/17/15

Remit To:

Subtotal before taxes	180.00
Total taxes	0.00
Total amount	180.00
Payment received	0.00
Discount taken	0.00
Amount due	180.00

Invoice



Number: IN000037690
Page: 1
Date: 1/31/2016

Sold NORTH HILLS WEST NC
To: Attn: John McGovern
16116 Liggett St
North Hills, CA 91343

Attn: John McGovern

Ship Attn: John McGovern
To: 16116 Liggett St
North Hills, CA 91343

Attn: John McGovern

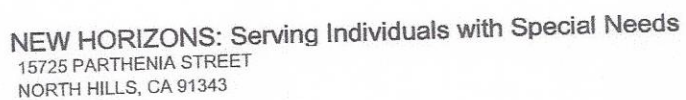
Attn: John McGovern				
Reference - P.O. No.	Customer No.	Salesperson	Ship Via	Terms Code
EVENT DATE 1/21/16	C0087			N30

Comments: EVENT DATE 1/21/16

Remit To:

Subtotal before taxes	180.00
Total taxes	0.00
Total amount	180.00
Payment received	0.00
Discount taken	0.00
Amount due	180.00

Invoice



Number: IN000038000
Page: 1
Date: 2/29/2016

Sold NORTH HILLS WEST NC
To: Attn: John McGovern
16116 Liggett St
North Hills, CA 91343

Attn: John McGovern

Ship Attn: John McGovern
To: 16116 Liggett St
North Hills, CA 91343

Attn: John McGovern

Attn: John McGovern				
Reference - P.O. No.	Customer No.	Salesperson	Ship Via	Terms Code
EVENT DT 2/18/16	C0087			N30

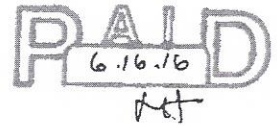
Comments: Event Dt 2/18/16

Remit To:

Subtotal before taxes	180.00
Total taxes	0.00
Total amount	180.00
Payment received	0.00
Discount taken	0.00
Amount due	180.00

Invoice

2016 Congress of Neighborhoods / NC Budget Advocates / EmpowerLA Awards
Board Support Resolution



We, DAN GIBSON (President Name) and

ARMANDO DIAZ (Treasurer Name), declare that we are the

President and Treasurer, respectively of the NORTH HILLS WEST Neighborhood Council (Neighborhood Council) and that on JULY 2, 2016 (date adopted), a Brown Act noticed public meeting was held by the Neighborhood Council with a quorum of 8 (number) board members present and that by a vote of 8 (number) yes, 0 (number) no, and 0 (number) abstentions the Neighborhood Council adopted the following resolution:

Resolved: That the Neighborhood Council supports:

LA Congress of Neighborhoods – September 24, 2016 Annual event in the amount of:

☐ \$1000 ☐ \$500 ☐ \$250 ☒ *Other Amount \$ 1,500.

and/or

LA Congress of Neighborhoods – Networking/EmpowerLA Awards event in the amount of:

☐ \$1000 ☐ \$500 ☐ \$250 ☐ *Other Amount \$ _____

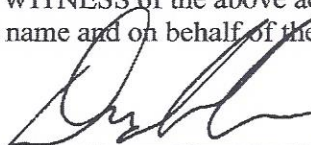
and/or

Neighborhood Council Budget Advocates in the amount of:

☐ \$1000 ☐ \$500 ☐ \$250 ☒ *Other Amount \$ 1,500

Therefore, be it resolved that the Neighborhood Council approves the submission of this resolution authorizing the Department of Neighborhood Empowerment to transfer funds in the aforementioned amount from our checking account (or appropriation account if funds are available) and into the Congress and/or Budget Advocacy Account(s).

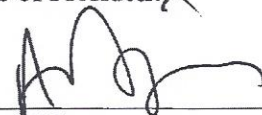
IN WITNESS of the above action, the undersigned has executed and delivered this certificate in the name and on behalf of the Neighborhood Council and as of the date set forth below.



Signature of President

6-13-2016

Date



Signature of Treasurer

6.13.2016

Date

Submit this form by emailing jasmine.duckworth@lacity.org, faxing to (213) 978-1751, or mailing to City Hall, 200 North Spring Street, 20th Floor, Los Angeles, CA 90012.

Form must be received by the Department no later than Wednesday, June 22, 2016 in order to be processed from Fiscal Year 15-16 available funds.

*Please specify a specific monetary amount, i.e. statements such as "our unused funding for this fiscal year" will not be processed.

2016 Congress of Neighborhoods / NC Budget Advocates / EmpowerLA Awards
Board Support Resolution

We, DAN GIBSON (President Name) and

ARMANDO DIAZ (Treasurer Name), declare that we are the

President and Treasurer, respectively of the NORTH HILLS WEST Neighborhood Council (Neighborhood Council) and that on 6-16-16 (date adopted), a Brown Act noticed public meeting was held by the Neighborhood Council with a quorum of 7 (number) board members present and that by a vote of 9 (number) yes, 0 (number) no, and 0 (number) abstentions the Neighborhood Council adopted the following resolution:

Resolved: That the Neighborhood Council supports:

LA Congress of Neighborhoods – September 24, 2016 Annual event in the amount of:
☐ \$1000 ☐ \$500 ☐ \$250 ☐ *Other Amount \$ _____

and/or

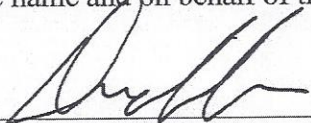
LA Congress of Neighborhoods – Networking/EmpowerLA Awards event in the amount of:
☐ \$1000 ☒ \$500 ☐ \$250 ☐ *Other Amount \$ _____

and/or

Neighborhood Council Budget Advocates in the amount of:
☐ \$1000 ☐ \$500 ☐ \$250 ☐ *Other Amount \$ _____

Therefore, be it resolved that the Neighborhood Council approves the submission of this resolution authorizing the Department of Neighborhood Empowerment to transfer funds in the aforementioned amount from our checking account (or appropriation account if funds are available) and into the Congress and/or Budget Advocacy Account(s).

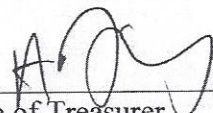
IN WITNESS of the above action, the undersigned has executed and delivered this certificate in the name and on behalf of the Neighborhood Council and as of the date set forth below.



Signature of President

6-16-2016

Date



Signature of Treasurer

6-16-2016

Date

Submit this form by emailing jasmine.duckworth@lacity.org, faxing to (213) 978-1751, or mailing to City Hall, 200 North Spring Street, 20th Floor, Los Angeles, CA 90012.
Form must be received by the Department no later than Wednesday, June 22, 2016 in order to be processed from Fiscal Year 15-16 available funds.

*Please specify a specific monetary amount, i.e. statements such as "our unused funding for this fiscal year" will not be processed.



Invoice #NHWNC 2016 0601
Number

Date June 1, 2016

Please remit to:

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

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

Content Services for NHWNC Communications 2.18 hours at \$103/hour	224.54
Total	224.54

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

Please pay within 21 days of invoice date. There will be a 1.5% charge per month on late payments. Returned checks are \$25.

Date	Task	Hours
5/13/2016	Collect and send email forwarding set up to Dave.	0.34
5/17/2016	Eblast agenda and post to FB	0.67
5/23/2016	Update committee members.	0.50
5/31/2016	Update stakeholder email on CC. Agenda on site. Eblast. Swap out elections info on NationBuilder and change to about info.	0.67
	Total	2.18



Invoice #NHWNC 2016 0502
Number

Date May 2, 2016

Please remit to:

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

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

Content Services for NHWNC Communications 3.85 hours at \$103/hour	396.55
Hosting renewal through May 27, 2017	98.00
Late fee as of June 1	2.15
Total	496.70

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

Please pay within 21 days of invoice date. There will be a 1.5% charge per month on late payments. Returned checks are \$25.

Date	Task	Hours
4/8/2016	2 elections eblasts and FB posts.	0.50
4/11/2016	Election results on site. Events on calendar & FB.	0.67
4/15/2016	Bulky item and earth day LA on calendar, FB. Eblast.	0.67
4/18/2016	Agenda on site.	0.17
4/19/2016	Home sharing ordinance on calendar. Agenda on FB. Eblast.	0.50
4/26/2016	Image for Neighborhood watch. Update board page with new officers and members. Set up new emails.	1.00
5/2/2016	Renew hosting per instructions from Dave Brown.	.34
	Total	3.85



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

\$177.05

Payment Terms

Due On Receipt

Invoice Date

05/23/2016

Invoice No.

24228

Customer No.

1351

NEIGHBORHOOD COUNCIL/N.H.WEST
Attn to: ACCOUNTS PAYABLE
NORTH HILLS WEST
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: 05/22/2016				
LEVIN, DAVID Minute Taker	Reg	7.25	\$24.42	\$177.05
Total This Week ending:				\$177.05

Reg: 7.25 OT: 0 DT: 0

Total - This Invoice:

\$177.05

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.

North Hills West NC
Reimbursement for refreshments

Meeting dates:

Thur May 19, 2016

General Board Meeting:

\$135.57 pizzas & salad

\$ 18.40 donuts

\$ 12.11 paper goods

Thur April 21, 2016

General Board Meeting:

\$ 171.00 food & salads

\$ 18.40 donuts

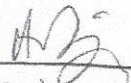
TOTAL: 355.48

~~Dave Brown~~

POB 7493

Van Nuys Ca 91409-7493

310.994.2566

x 
received 5/19/16



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

\$152.63

Payment Terms

Due On Receipt

Invoice Date

06/20/2016

Invoice No.

24506

Customer No.

1351

NEIGHBORHOOD COUNCIL/N.H.WEST

Attn to: ACCOUNTS PAYABLE

NORTH HILLS WEST

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: 06/19/2016				
LEVIN, DAVID Minute Taker	Reg	6.25	\$24.42	\$152.63
Total This Week ending:				\$152.63

Reg: 6.25 OT: 0 DT: 0	Total - This Invoice:	\$152.63
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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.