

Department of Neighborhood Empowerment
Reporting Month:
MAY
MONTHLY EXPENDITURE REPORT
NC Name:
North Hills West
Submitted:
6/14/2017 8:15:47
Budget Fiscal Year:
2016-2017
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	VENDOR	INVOICE NUMBER	APPROVAL CODE	DATE / DESCRIPTION	BUDGET CATEGORY	OUT OF STATE VENDOR	1099 Reportable	TOTAL	
1	Walt Design	1148		Graphic Design Services/Flyers - Open House	OUTREACH	☐	☐	\$213.35	
2	Fratellis			Refreshments GBM 5/18/2017	OUTREACH	☐	☐	\$118.32	
3	Webroot			Computer Anti-Virus	OPERATIONS	☒	☐	\$40.85	
4	Webroot			Computer Anti-Virus	OPERATIONS	☒	☐	\$55.85	
5	ICD Soft, Ltd.			Website Hosting	OPERATIONS	☒	☐	\$192.00	
6						☐	☐		
7						☐	☐		
8						☐	☐		
9						☐	☐		
10						☐	☐		
11						☐	☐		
12						☐	☐		
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)								\$620.37	
B	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)								\$24,326.58
C	OUTSTANDING COMMITMENTS (OBLIGATIONS)								
1	New Horizons	20170322		Meeting Space 3/16 GBM	OUTREACH	☐	☐	\$180.00	
2	Partners in Diversity	27073		Minute Taker	OPERATIONS	☐	☐	\$177.05	
3	SoCal EP Foundation			NPG for Disaster Fair	NPG	☐	☐	\$850.00	
4	Moore Business Results	501		Communication Services	OUTREACH	☐	☐	\$422.30	
5	New Horizons	20170430		Open House 4/22/2017	OUTREACH	☐	☐	\$947.74	
6	Partners in Diversity	26550		Minute Taker 3/16 GBM	OPERATIONS	☐	☐	\$170.94	
7	Partners in Diversity	26864		Minute Taker 4/20 GBM	OPERATIONS	☐	☐	\$177.05	
8	New Horizons	20170531		Meeting Space 5/18 GBM	OUTREACH	☐	☐	\$180.00	
9	LA Conservation Corp			NPG - Beautification	NPG	☐	☐	\$4,999.00	
10	Dan Gibson			Reimbursement - Office Supplies - Staples	OPERATIONS	☐	☐	\$77.70	
SUBTOTAL: Outstanding Commitments (Includes total on page 3)								\$16,625.43	
D	Total Expenditures & Commitments								\$41,572.38
E	Total Adjustments (such as use taxes assessed, prior fiscal years items, etc) (use '-' for credits, '+' for deductions)								\$0.00
F	Approved Budget 2016-2017								\$42,000.00
G	Balance of Budget 2016-2017								\$427.62

Revision Date 08/09/16

Reporting Month:	MAY
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MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$17,089.08	\$0.00	\$17,089.08	\$620.37	\$16,468.71

MONTHLY CASH FLOW ANALYSIS						
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	FY 2015-16 Expenses Cleared in FY 2016-17 (C)	Total Spent in Prior Months (D)	Unspent Budget Balance (E) = A - B - D
100	Operations	\$8,150.00	\$288.70	\$0.00	\$1,639.18	\$6,222.12
200	Outreach	\$23,000.00	\$331.67	\$0.00	\$21,687.40	\$980.93
300	Community Improvement	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00
400	NPG	\$2,850.00	\$0.00	\$0.00	\$1,000.00	\$1,850.00
500	Elections	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL	\$42,000.00	\$620.37	\$0.00	\$24,326.58	\$17,053.05

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	Madlena Minasian	Print Name	Dan Gibson
Date	6/13/2017	Date	6/13/2017
NC Additional Comments			

ADDITIONAL EXPENDITURES BY LINE ITEM (Optional, do not print page 3 unless you use it)								
A	VENDOR	INVOICE NUMBER	APPROVAL CODE	DATE / DESCRIPTION	BUDGET CATEGORY	OUT OF STATE VENDOR	1099 Reportable	TOTAL
13						☐	☐	
14						☐	☐	
15						☐	☐	
16						☐	☐	
17						☐	☐	
18						☐	☐	
19						☐	☐	
20						☐	☐	
21						☐	☐	
22						☐	☐	
23						☐	☐	
24						☐	☐	
25						☐	☐	
26						☐	☐	
27						☐	☐	
28						☐	☐	
29						☐	☐	
30						☐	☐	
31						☐	☐	
32						☐	☐	
33						☐	☐	
34						☐	☐	
35						☐	☐	
36						☐	☐	
SUBTOTAL: Expenditures by Line Item								\$0.00

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ADDITIONAL OUTSTANDING COMMITMENTS BY LINE ITEM (Optional, do not print page 3 unless you use it)								
A	VENDOR	INVOICE NUMBER	APPROVAL CODE	DATE / DESCRIPTION	BUDGET CATEGORY	OUT OF STATE VENDOR	1099 Reportable	TOTAL
11	Dan Gibson			Reimbursement - Food 4 Less - Food - OH	OUTREACH	☐	☐	\$43.92
12	Dan Gibson			Reimbursement - Costco - Food - OH	OUTREACH	☐	☐	\$79.95
13	Dan Gibson			Reimbursement - Party City - Open House	OUTREACH	☐	☐	\$32.63
14	Dave Brown			Reimbursement - Food and Paper Goods - GBM	OUTREACH	☐	☐	\$82.73
15	Dave Brown			Reimbursement - Audio Repair	OPERATIONS	☐	☐	\$160.96
16	Moore Business Results	0601		Communication Services	OUTREACH	☐	☐	\$591.56
17	New Horizons			April GBM Meeting Space	OUTREACH	☐	☐	\$180.00
18	New Horizons	201706015		June GBM	OUTREACH	☐	☐	\$180.00
19	New Horizons			NPG	NPG	☐	☐	\$1,100.00
20	Friends of the Library			NPG	NPG	☐	☐	\$1,100.00
21	Vintage STEM Magnet			NPG	NPG	☐	☐	\$1,300.00
22	Budget Advocates					☐	☐	\$1,000.00
23	NC Congress					☐	☐	\$1,000.00
24	EmpowerLA Awards					☐	☐	\$500.00
25	Moore Business Results	0605		Website Training	OUTREACH	☐	☐	\$500.00
26	Dan Gibson	CS13607		Software for NC Computer	OPERATIONS	☐	☐	\$300.00
27	Dan Gibson			Award Certificates- Staples	OPERATIONS	☐	☐	\$55.72
28	Partners in Diversity	27181		Minute Taker SBM 5/31	OPERATIONS	☐	☐	\$91.58
29	Office Depot	115		Printer Cartridges and Paper	OPERATIONS	☐	☐	\$144.60
30						☐	☐	
31						☐	☐	
32						☐	☐	
33						☐	☐	
34						☐	☐	
SUBTOTAL: Expenditures by Line Item								\$8,443.65



STATEMENT OF ACCOUNTS

UNION BANK
CENTURY CITY 0206
PO BOX 512380
LOS ANGELES CA 90051-0380

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

Page 1 of 1
Statement Number: 0062262795
04/29/17 - 05/31/17

Telephone Banking
For 24-hour Automated Direct Service
800-238-4486
800-826-7345(TDD)
Representatives are available
Monday through Saturday

To open additional accounts,
or apply for loans, call your
banking office at 310-551-8900

You may also access your account online
at unionbank.com

Thank you for banking with us
since 2014

Business Basics Checking Summary

Account Number: 0062262795

Days in statement period: 33

Balance on 4/29	\$	17,089.08
Additions		0.00
Subtractions		-620.37
Purchases		-620.37
Balance on 5/31	\$	16,468.71
Statement Average Ledger Balance		16,887.59

We waived your service charge this statement period.

Purchases ATM card and Debit card™ purchases

Date	Description/Location	Reference	Amount
5/10	INTUIT *IN 818-3706344 CA 818-3706344 CA	70859471	\$ 213.35
5/22	FRATELLIS NORTH HILLS CA NORTH HILLS CA	70992043	118.32
5/26	WEBROOT SO 08666124268 CO 08666124268	70852845	40.85
5/26	WEBROOT SO 08666124268 CO 08666124268	70852844	55.85
5/31	2CO*ICDSOF SOFIA BG SOFIA BG	70405769	192.00
Total			\$ 620.37

Information and Banking Office Services

For each monthly statement period your account includes:

- Unlimited free Information Services calls to 24-hour Automated Direct Service
- Banking office Information Services calls are \$0.00
- Banking office deposits are \$0.00

Your account was not charged for information and banking office services during the statement period.



Walt Design
 21350 Parthenia Street #109
 Canoga Park, CA 91304 US
 waltdesign@aol.com

Invoice 1148

DATE
04/20/2017

PLEASE PAY
\$0.00

DUE DATE
04/20/2017

BILL TO
 North Hills West Neighborhood Council
 NHWNC
 P.O. Box 2091 North Hills
 North Hills, CA 91393 USA

Please detach top portion and return with your payment.

ACTIVITY	QTY	RATE	AMOUNT
Services:Graphic Design	1	45.00	45.00
Graphic Design Services - Postcard mailer, Brochure corrections, Flyer "program" Name tags (tents)			
Flyers	200	0.70	140.00
8.5 x 11 Color Glossy Paper Double sided folded to 5.5 x 8.5			
Flyers	9	3.15	28.35
12pts 8.5 x 14 Half folded (landscape)			
Services:Shipping and Handling	1	0.00	0.00

TOTAL DUE

\$0.00

THANK YOU.

Delivery

1

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

FRATELLI'S PIZZA
16153 Parthenia St.

Server: CASH
Dave D/1
Guests: 1
Reprint #: 2

05/18/2017
3:13 PM
20013

Delivery Charge (2 @1.50)	3.00
Large Cheese Pizza (2 @0.00)	0.00
Large (2 @12.95)	25.90
Sicilian (2 @2.00)	4.00
canadian bacon (2 @2.00)	4.00
pineapple (2 @2.00)	4.00
Large Cheese Pizza	0.00
Large	12.95
Sicilian	2.00
Large Pesto Chk Pizza	0.00
Large	20.95
Sicilian	2.00
1/2 TRAY SAT	30.00
Subtotal	108.80
Tax	9.52
Total	118.32

Balance Due 118.32

Thank You



Dan Gibson <dgibson.nhwnc@gmail.com>

Your Product Receipt and Next Steps

2 messages

Webroot <Webroot@service-webroot.com>

Wed, May 24, 2017 at 12:21 PM

Reply-To: Webroot <reply-fecb117377640d7c-210_HTML-160462348-6011120-845210@service-webroot.com>

To: president@nhwnc.net

WEBROOT®**Your Product Receipt and Next Steps****SOLD BY**

Webroot Inc.

Date: May 24 2017, 13:19 PM

Invoice #: ECM0043113792

Email: president@nhwnc.net

BILLING INFORMATIONDan Gibson
200 N Spring St FL20
Los Angeles, CA 90012
United States**Order Summary**

QTY	ITEM	PRICE	TAX
1	Webroot SecureAnywhere® AntiVirus 1 Device 1 Year Subscription Product keycode: SAE9ONLNEF97688592BF Windows® 10 Compatible	\$39.99 \$29.99	\$0.00
1	Webroot SecureAnywhere® AntiVirus Software Installation CD	\$9.99	\$0.87
		Subtotal:	\$39.98
		Tax:	\$0.87
		Total:	\$40.85

Dear Valued Customer,

Thank you for choosing Webroot! Below are your download and installation instructions for Webroot SecureAnywhere® AntiVirus .

You're Not Done Yet! Next Steps:**New to Webroot?**



Dan Gibson <dgibson.nhwnc@gmail.com>

ICDSOFT Ltd Sales Receipt 106252174264

no-reply@2co.com <no-reply@2co.com>

Sun, May 28, 2017 at 1:58 PM

To: president@nhwnc.net

Order Number : 106252174264
Merchant Order ID : REF305724ICDSOFT Ltd (www.icdsoft.com)Contents of your purchase :
Cart ID : nhwnc.net-renewal-32
Vendor Product ID : nhwnc.net-renewal-32
Product Description : Vendor site cart purchase: Cart id nhwnc.net-renewal-32
Product Name : Cart purchase: nhwnc.net-renewal-32
Quantity : 1

Total : 192.00 (USD)

Billing InformationDanny R Gibson
IP: 108.238.173.191 IP Location: Santa Clarita (United States)
president@nhwnc.net
6618777538
200 N Spring St.
FLR 20
Los Angeles, CA 90012
United States (USA)

Thank you for your business.

* Please do not reply to this email. Your response will not be received. Please visit our website to contact us about your order.

For questions about your order, including product delivery questions, please contact www.icdsoft.comFor payment specific questions, please contact <http://www.2co.com> (Customer support is available in English and Spanish.)
