Monthly Expenditure Report

Reporting Month: October 2019 Budget Fiscal Year: 2019-2020

NC Name: North Hills West Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	**Total Spent**	**Remaining Balance**	**Outstanding**	**Commitments**	**Net Available**
$49051.33	$964.20	$48087.13	$3497.00	$0.00	$44590.13

Monthly Cash Flow Analysis					
Budget Category	**Adopted Budget**	**Total Spent this Month**	**Unspent Budget Balance**	**Outstanding**	**Net Available**
Office	$27000.00	$432.94	$23669.83	$497.00	$23172.83
Outreach		$531.26		$0.00	
Elections		$0.00		$0.00	
Community Improvement Project	$8000.00	$0.00	$8000.00	$0.00	$8000.00
Neighborhood Purpose Grants	$7000.00	$0.00	$7000.00	$3000.00	$4000.00
Funding Requests Under Review: $0.00		Encumbrances: $0.00		Previous Expenditures: $2365.97	

Expenditures						
#	**Vendor**	**Date**	**Description**	**Budget Category**	**Sub-category**	**Total**
1	VZWRLSS PRPAY AUTOPAY	10/07/2019	(Credit card transaction)	General Operations Expenditure	Office	$32.70
2	UNCLE JOES DONUTS CORP	10/17/2019	(Credit card transaction)	General Operations Expenditure	Outreach	$39.80
3	FRATELLIS ITALIAN	10/18/2019	(Credit card transaction)	General Operations Expenditure	Outreach	$146.46
4	WENDY L. MOORE / MOORE BUSINESS RESULTS	09/26/2019	Website/communication services	General Operations Expenditure	Outreach	$345.00
5	Partners in Diversity, Inc.	10/03/2019	Monthly minute taker services	General Operations Expenditure	Office	$109.89
6	WENDY L. MOORE / MOORE BUSINESS RESULTS	10/08/2019	Website / Communication Services	General Operations Expenditure	Office	$290.35
	Subtotal:					**$964.20**

Outstanding Expenditures						
#	**Vendor**	**Date**	**Description**	**Budget Category**	**Sub-category**	**Total**

1	North Valley Family YMCA	10/22/2019	Approve NPG of $500, to North Valley YMCA for...	Neighborhood Purpose Grants		$500.00
2	New Horizons	10/24/2019	Approve NPG of $2,500, to New Horizons, servi...	Neighborhood Purpose Grants		$2500.00
3	Partners in Diversity, Inc.	10/25/2019	Monthly minute taker services	General Operations Expenditure	Office	$122.10
4	WENDY L. MOORE / MOORE BUSINESS RESULTS	11/01/2019	Website / Communication Services	General Operations Expenditure	Office	$374.90
	Subtotal: Outstanding					**$3497.00**

verizon✓

Oct 8, 2019

NORTH HILLS WEST
PO BOX 2091
NORTH HILLS,CA 91393

Payment information for NORTH HILLS WEST (818-903-2259) for the period 05/2018 to 10/2019.

Date	Amount		Paid With
Oct 6, 2019 9:06 PM	Paid Amount: CA Local Prepaid MTS **Total Amount:**	$30.00 $2.70 **$32.70**	MasterCard
Sep 6, 2019 9:03 PM	Paid Amount: CA Local Prepaid MTS **Total Amount:**	$30.00 $2.70 **$32.70**	MasterCard
Aug 6, 2019 9:02 PM	Paid Amount: CA Local Prepaid MTS **Total Amount:**	$30.00 $2.70 **$32.70**	MasterCard
Jul 6, 2019 9:05 PM	Paid Amount: CA Local Prepaid MTS **Total Amount:**	$30.00 $2.70 **$32.70**	MasterCard
Jun 6, 2019 9:03 PM	Paid Amount: CA Local Prepaid MTS **Total Amount:**	$30.00 $2.70 **$32.70**	MasterCard
May 6, 2019 9:04 PM	Paid Amount: CA Local Prepaid MTS **Total Amount:**	$30.00 $2.70 **$32.70**	MasterCard
Apr 6, 2019 9:02 PM	Paid Amount: CA Prepaid MTS Fee **Total Amount:**	$30.00 $2.70 **$32.70**	MasterCard
Mar 6, 2019 9:04 PM	Paid Amount: CA Prepaid MTS Fee **Total Amount:**	$30.00 $2.70 **$32.70**	MasterCard
Feb 6, 2019 9:04 PM	Paid Amount: CA Prepaid MTS Fee **Total Amount:**	$30.00 $2.70 **$32.70**	MasterCard
Jan 6, 2019 9:00 PM	Paid Amount: CA Prepaid MTS Fee **Total Amount:**	$30.00 $2.70 **$32.70**	MasterCard
Dec 6, 2018 9:01 PM	Paid Amount: CA Prepaid MTS Fee CA Prepaid MTS Fee CA Prepaid MTS Fee **Total Amount:**	$30.00 $1.67 $2.70 $0.22 **$34.59**	MasterCard

Feedback

Chat now

10-17-2019 #0

4X 9.95 @
PLU008 39.80
CASH 39.80

ITEM 4
1CL 1609 14:01TM

UNCLE JOES DONUTS CORPOR
8704 WOODLEY AVE
NORTH HILLS, CA 91343
8188930824

Transaction **011107**

Total **$39.80**

CREDIT CARD SALE $39.80
MASTERCARD 5486

Retain this copy for statement validation

17-Oct-2019 2:58:36P
$39.80 | Method: EMV
MASTERCARD
XXXXXXXXXXXX5486
DANNY GIBSON
Ref #: 929000607320
Auth #: 025670
MID: ********3996
AID: A0000000041010
AthNtwkNm: MASTERCARD
SIGNATURE VERIFIED

thank for your business

Fratelli's
ITALIAN RESTAURANT

FRATELLIS ITALIAN
16153 PARTHENIA ST
NORTH HILLS, CA 91343
8188939233

FOLLOW US ON INSTAGRAM
@FRATELLISPIZZANH
WE DELIVER WITHIN 3 MILES AND 15$
MINIMUM ORDER!

ORDER: 07
DELIVERY
Dave : New Horizon
Deliver at 6:15

Cashier: Beto
17-Oct-2019 11:48:19A

Transaction **303972**

1	Add On	$10.00
		Delivery charge
1	Large Pizza	$0.00
	_Large Pizza: Fratelli Combo Pizza	$18.95
1	Large Pizza	$0.00
	_Large Pizza: Marguerite Pizza	$18.95
1	Large Pizza	$0.00
	_Large Pizza: Pesto Chicken Pizza	$20.95
1	Large Pizza	$0.00
	_Large Pizza: Mediterranean Pizza	$20.95
1	Large Pizza	$0.00
	_Large Pizza: Alfredo Pizza	$18.95
		mushrooms and chicken
1	Salads	$0.00
	Catering Salads: Garden Or Caesar Salad 1/2 Tray	$25.00
		garden salad

Subtotal	**$133.75**
Tax	**$12.71**
Total	**$146.46**
CREDIT CARD AUTH	$146.46
MASTERCARD 5486	
Tip	______
Total	14646

Retain this copy for statement validation

MOORE BUSINESS RESULTS

Invoice Number #NHWNC 2019 0901

Date September 1, 2019

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	345.00
Amount Now Due	**$345.00**

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
8/5/2019	Mission NNO on calendar. Update PLUM meeting on calendar. Eblast. Facebook	0.58
8/8/2019	Open house on calendar.	0.17
8/12/2019	Vote eblast. Facebook.	0.34
8/13/2019	Eblast. Facebook.	0.67
8/24/2019	Update plugins	0.25
8/29/2019	Calendar: Congress, CSUN event, street faire. Facebook. Email set up. Eblast.	1.00
	Total	3.00

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form

NC Name: North Hills West	Meeting Date: 6/20/2019
Budget Fiscal Year: 2018-19	Agenda Item No: 12
Board Motion and/or Public Benefit Statement (CIP and NPG):	Board motion to approve the NHWNC Fiscal Year 2019-2020 Administrative Packet.
Method of Payment: (Select One)	☐ Check ☐ Credit Card ☐ Board Member Reimbursement

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
Dan Gibson	President	X					
Carol Hart	Vice-President	X					
Dave Brown	Secretary	X					
Madlena Minasian	Treasurer	X					
Heather Hudson Beeber		X					
Gil Brenner		X					
Pat Crone		X					
Shirley Dabit		X					
Maggie Elliott		X					
Punam Gohel		X					
David Hyman					X		
Carlos Pelaez		X					
Kreshell Ramey		X					
Board Quorum: 7	Total:	12			1		

We, the authorized signers 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.

Authorized Signature	Authorized Signature:
Print/Type Name: Dan Gibson	Print/Type Name: Madlena Minasian
Date: 06/20/2019	Date: 06/20/2019

Partners In Diversity, Inc.
A Small Business, Women Owned Enterprise

INVOICE

Invoice Amount
$109.89

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

Payment Terms	Invoice Date
Due On Receipt	09/23/2019
Invoice No.	**Customer No.**
34586	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: 09/22/2019					
Levin, David	Minute Taker	Reg	4.50	$24.42	$109.89
		Total This Week ending:			**$109.89**

Reg: 4.5 OT: 0 DT: 0	**Total - This Invoice:**	**$109.89**

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

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Authorized Signature	Authorized Signature:
Print/Type Name: Dan Gibson	Print/Type Name: Madlena Minasian
Date: 06/20/2019	Date: 06/20/2019

MOORE BUSINESS RESULTS

Invoice Number	#NHWNC 2019 1001
Date	October 1, 2019

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	240.35
Annual License for Repeating Event Calendar	50.00
Amount Now Due	**$290.35**

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Date	Task	Hours
9/3/2019	Update zipcode. Facebook.	0.17
9/4/2019	Facebook.	0.17
9/12/2019	Calendar: el Grito, taco festival. Facebook. Email set up configuration	0.50
9/17/2019	Eblast	0.83
9/20/2019	Mock election on calendar. Facebook.	0.25
9/26/2019	Facebook	0.17
	Total	2.09

Office of the City Clerk

Administrative Services Division

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