

Monthly Expenditure Report



Reporting Month: September 2024 Budget Fiscal Year: 2024-2025

NC Name: North Hollywood West
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$33234.84	\$1497.09	\$31737.75	\$460.72	\$0.00	\$31277.03

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$16200.00	\$1003.01	\$13057.33	\$460.72	\$12596.61
Outreach		\$494.08		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$5800.00	\$0.00	\$5040.00	\$0.00	\$5040.00
Neighborhood Purpose Grants	\$10000.00	\$0.00	\$5100.00	\$0.00	\$5100.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$7305.58	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	EXTRA SPACE 1529	09/01/2024	Monthly storage space rental for NC - September 2024	General Operations Expenditure	Office	\$152.90
2	SKYROAM, INC.	09/13/2024	DISCUSSION AND POSSIBLE ACTION: to approve the purchase of additional Wi-Fi data for hybrid meetings at a cost not to exceed \$60.	General Operations Expenditure	Office	\$50.00
3	STAPLES INC	09/15/2024	DISCUSSION AND POSSIBLE ACTION: to approve the purchase of printer toner and copy paper at an amount not to exceed \$100.	General Operations Expenditure	Office	\$80.81
4	DOLLAR KINGS BURBANK	09/15/2024	Fur Fest Event: Saturday; September 21, 2024 from 10:00AM to 2:00PM at the Valley Plaza Rec Center. Give Away Items.	General Operations Expenditure	Outreach	\$180.80
5	DOLLAR TREE	09/18/2024	Fur Fest Event: Saturday; September 21, 2024 from 10:00AM to 2:00PM at Valley Plaza Rec Center. Give Away Items for the Event.	General Operations Expenditure	Outreach	\$130.88

6	SMART AND FINAL 374	09/18/2024	Fur Fest Event: Saturday;September 21, 2024 from 10:00AM to 2:00PM at Valley Plaza Rec Center. Hot Dogs, Buns, Holders, Napkins and Mustard for the Event.	General Operations Expenditure	Outreach	\$345.23
7	DOLLAR TREE	09/20/2024	Return of Items not listed on the Fur Fest Budget	General Operations Expenditure	Outreach	\$-128.71
8	DOLLAR KINGS BURBANK	09/20/2024	Return of Items not on the Fur Fest Budget	General Operations Expenditure	Outreach	\$-180.80
9	SMART AND FINAL 374	09/21/2024	Ice, as listed on the Fur Fest Budget, for the Fur Fest Event.	General Operations Expenditure	Outreach	\$39.31
10	FACEBK LLWFFAGAD2	09/30/2024	DISCUSSION AND POSSIBLE ACTION: to approve a social media advertising expense not to exceed \$750 for publicizing NC events and member recruitment.	General Operations Expenditure	Outreach	\$107.37
11	APPLEONE EMPLOYMENT SERVICES	09/03/2024	AppleOne - Recorder Services of; Margaret Shumaker for NoHoWest NC General Board Meeting July 2024	General Operations Expenditure	Office	\$46.20
12	WENDY L. MOORE / MOORE BUSINESS RESULTS	09/03/2024	DISCUSSION AND POSSIBLE ACTION: to approve renewing our contract with Wendy Moore Business Results per the proposal for communication and digital services presented.	General Operations Expenditure	Office	\$673.10
Subtotal:						\$1497.09

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	WENDY L. MOORE / MOORE BUSINESS RESULTS	10/04/2024	As Invoiced: Communication Services for NoHoWestNC and Annual Licence for repeating events calendar. September 2024.	General Operations Expenditure	Office	\$460.72
Subtotal: Outstanding						\$460.72