

# Monthly Expenditure Report



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

NC Name: Encino Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$35239.80	\$280.00	\$34959.80	\$5000.00	\$3000.00	\$26959.80

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$25044.32	\$280.00	\$19959.80	\$0.00	\$19959.80
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$7500.00	\$0.00	\$7500.00	\$0.00	\$7500.00
Neighborhood Purpose Grants	\$14500.00	\$0.00	\$7500.00	\$5000.00	\$2500.00
Funding Requests Under Review: \$3000.00		Encumbrances: \$0.00		Previous Expenditures: \$11804.52	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC.	12/01/2024	December 2024 Website Hosting - Office Expense	General Operations Expenditure	Office	\$199.00
2	EIG CONSTANTCONTACT.C	12/27/2024	Office Expense - Recurring Charge - Email Platform Constant Contact Monthly Charge	General Operations Expenditure	Office	\$81.00
<b>Subtotal:</b>						<b>\$280.00</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	San Fernando Valley Girls Softball Association, Inc	01/14/2025	MOTION: ENC Board approves the expenditure of \$5000 for the Neighborhood Purposes Grant (NPG) to purchase the scoreboard for San Fernando Valley Girls Softball Association...	Neighborhood Purpose Grants		\$5000.00
<b>Subtotal: Outstanding</b>						<b>\$5000.00</b>

**The Web Corner, Inc.**

**Invoice**

15300 Ventura Blvd. Suite 400  
 Sherman Oaks, CA 91403  
 818-345-7443

Date	Invoice	Terms
12/1/2024	27755	Due on Receipt

**PAID**  
**12/01/2024**

Bill To
Encino Neighborhood Council Glenn Bailey 4924 Paso Robles Encino, CA 91316

Ship To

QTY	Description	Price Each	Amount
1	December 2024 Monthly Maintenance for includes up to 1.5 hours for; phone support, web development, requests, & website adjustments	199.00	199.00
0	December 2024 Hosting for: Monthly Hosting for encinocouncil.org (Included in maintenance)	15.00	0.00
0	December 2024 Email Standard Mailboxes: 4 Accounts for encinonc.org (Included in maintenance)	3.50	0.00

Thank you for your business.	<b>Total</b>	<b>\$199.00</b>
	<b>Payments/Credits</b>	<b>-\$199.00</b>
	<b>Balance Due</b>	<b>\$0.00</b>

## Merchant: The Web Corner, Inc

15300 Ventura Blvd. Suite 400  
Sherman Oaks, CA 91403  
US

8183457443

### Order Information

Description: Monthly Maintenance. Hosting, Email Standard&#10;08/03/2020 Auth Patricia ema  
il

Order Number:

P.O. Number:

Customer ID:

Invoice Number:

### Billing Information

Patricia Bates  
Encino NC

### Shipping Information

Shipping: 0.00

Tax: 0.00

**Total: USD 199.00**

### Payment Information

Date/Time: 01-Dec-2024 03:02:07 MST

Transaction ID: 80758829390

Transaction Type: Authorization w/ Auto Capture

Transaction Status: Settled Successfully

Authorization Code: 053340

Payment Method: MasterCard XXXX4702



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## Billing Activity - Invoices

**Encino Neighborhood Council**  
 Attn: Laure Stevens  
 200 N. Spring St FL 20  
 Los Angeles CA 90012-4801  
 US  
 P.: 818-261-1175

**Today's Date:** 01/07/2025  
**User Name:**

### Invoices from 12/08/2024 to 01/07/2025

Date	Description	Charge Amount	Credit Amount
12/27/2024	Invoice #1735288251	\$81.00	
	<b>Constant Contact - Email Plus</b>		
	501-1500 Contacts	\$81.00	
	Highest contact count: 1453		
	From 11/27/2024 to 12/27/2024		

**Billing questions?** [Contact Support](#)

Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US



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**Billing Activity - Payments**

*Encino Neighborhood Council*  
*Attn: Laure Stevens*  
*200 N. Spring St FL 20*  
*Los Angeles CA 90012-4801*  
*US*  
*P.: 818-261-1175*

*Today's Date: 01/07/2025*  
*User Name:*

**Payments from 12/08/2024 to 01/07/2025**

Date	Description	Charge Amount	Credit Amount
12-27-2024 03:30:52 AM	Payment - Credit Card (MasterCard) *****4702		\$81.00

**Billing questions?** [Contact Support](#)

Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US