

Monthly Expenditure Report



Reporting Month: August 2023

Budget Fiscal Year: 2023-2024

NC Name: Encino Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$39440.11	\$1431.76	\$38008.35	\$1498.00	\$0.00	\$36510.35

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$22000.00	\$1431.76	\$19011.41	\$90.00	\$17513.41
Outreach		\$0.00		\$1408.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$4000.00	\$0.00	\$4000.00	\$0.00	\$4000.00
Neighborhood Purpose Grants	\$6000.00	\$0.00	\$6000.00	\$0.00	\$6000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$1556.83	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC	08/01/2023	Approved 2023-2024 Budget - Web site maintenance	General Operations Expenditure	Office	\$199.00
2	ULINE SHIP SUPPLIES	08/02/2023	up to \$2000 for a rolling security cart to contain and transport Audio-Video Equipment on the Encino Community Center premises from ULine or similar	General Operations Expenditure	Office	\$870.14
3	GOOGLE GOOGLE STORAGE	08/07/2023	Approved 2023-2024 Budget - extra data storage	General Operations Expenditure	Office	\$2.99
4	LINE2	08/17/2023	Approved 2023-2024 Budget - phone number and answering service	General Operations Expenditure	Office	\$20.17
5	MSFT E0800OPLFD	08/19/2023	Approved 2023-2024 Budget - computer expense, software	General Operations Expenditure	Office	\$12.50
6	EIG CONSTANTCONTACT.CO	08/27/2023	Approved 2023-2024 Budget - Emailing program for constituent contact	General Operations Expenditure	Office	\$45.00
7	Patricia Bates	08/01/2023	Approve reimbursing Pat Bates in the amount of the invoices presented, \$281.96 for expenditures incurred when p-card was not available for use after June 20 - meeting refreshments and cop...	General Operations Expenditure	Office	\$281.96

Subtotal:	\$1431.76
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Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	City of Los Angeles Department of Recreation and Parks	07/31/2023	Approve payment for the \$90 balance for the poll location during the ENC's election at the Balboa Sports Complex - billed by City of Los Angeles Dept. of Rec. & Parks, ...	General Operations Expenditure	Office	\$90.00
2	GS1Group	08/15/2023	The ENC board approves and ratifies the expenditure for Security Services at its sponsored July 27, 2023 Shakespeare production in Encino. Absent and recused includes new board members who had...	General Operations Expenditure	Outreach	\$1408.00
Subtotal: Outstanding						\$1498.00

The Web Corner, Inc.

Invoice

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

PAID
08/01/2023

Date	Invoice #	Terms
8/1/2023	25852	Due on Receipt

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

Ship To

QTY	Description	Price Each	Amount
1	August 2023 Monthly Maintenance for includes up to 1.5 hours for; phone support, web development, requests, & website adjustments	199.00	199.00
0	August 2023 Hosting for: Monthly Hosting for encinocouncil.org (Included in maintenance)	15.00	0.00
0	August 2023 Email Standard Mailboxes: 4 Accounts for encinonc.org (Included in maintenance)	3.50	0.00

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



ORDER SUBMITTED

ORDER # 4112347

Order Date: 08/01/2023

Thank you for shopping with Uline! Your order has been successfully submitted.
You will receive an email confirmation at batesbird@gmail.com once this order has been processed.
You will receive text message updates at: **(818) 425-0962**.

You will also receive an email with your new account information.
Sign in to track shipments, change your password and pay invoices online.

Order Details

Billing Address

Patricia Bates
200 N Spring Street
LOS ANGELES, CA 90012

Shipping Address

Patricia Bates
4935 BALBOA BLVD
ENCINO, CA 91316-3437

Ship Via: TOTAL TRUCK

Will Ship: 08/01/2023

Payment Method: MasterCard

PO #:

Uline Account #: New Customer

Order Placed By: Patricia Bates

Item Summary



Security Cart - 48 x 24 x 69"
H-2084

\$740.00 / KT

1

\$740.00

Subtotal =	\$740.00
Tax =	\$70.44
Shipping/Handling =	\$59.70
Total =	\$870.14

The freight carrier will contact you to schedule your delivery.

Your Google Play Order Receipt from Aug 7, 2023

1 message

Google Play <googleplay-noreply@google.com>
Reply-To: Google Play <googleplay-noreply@google.com>
To: EncinoNCMedia@gmail.com

Mon, Aug 7, 2023 at 3:45 PM



Thank you

Your subscription from Google on Google Play continues and you've been charged. [Manage your subscriptions.](#)

Order number: SOP.3302-9257-1198-80760..53

Order date: Aug 7, 2023 6:45:26 PM EDT

Your account: EncinoNCMedia@gmail.com

Item	Price
200 GB (Google One) (by Google LLC) Auto-renewing subscription	\$2.99/month
	Tax: \$0.00
	Total: \$2.99/month
Payment method:	Mastercard-6750

By subscribing, you authorize us to charge you the subscription cost (as described above) automatically, charged to the payment method provided until canceled. [Learn how to cancel.](#) Keep this for your records.

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Please don't reply to this email, as we are unable to respond from this email address. If you need support, visit the [Google Play Help Center](#).

Invoice



PATRICIA BATES
200 North Spring Street
Los Angeles
-90012
US

Contact Number : +18184250962
Bill Date : 08/16/2023
Period : 07/16/2023 - 08/15/2023
Invoice No : C339426-29

Account Summary

Current Activity

Current Bill Amount(USD)	
Fixed Charges - Line2 - Starter Monthly (USD)	15.99
Usage Charges(USD)	0.00
Current Bill Total(USD)	15.99
Net Charges	15.99
Other Charges(USD)	
Other Charges Total(USD)	0.00
Total Taxes, Charges & Fees(USD)	4.18
Current Amount(USD)	20.17
Payment(s) Received(USD)	20.17
Total Amount Due(USD)	0.00

Taxes, Charges, & Fees

FCC Regulatory Fee (Federal)	0.02
FUSF (Federal)	1.36
P.U.C. Fee NF (State)	0.02
Utility Users Tax (Local)	0.78
Compliance & Administrative Cost Recovery Fee	2.00
Total Taxes, Charges, & Fees(USD)	4.18

Billing Summary for Company - PATRICIA BATES

Description of Charge

Fixed Charges

Company 15.99

Other Recurring Charges

Total Charges (USD): 15.99



Invoice

August 2023
Invoice Date: 08/19/2023
Invoice Number: E0800OPLFD
Due Date: 08/19/2023

12.50 USD

Sold-To
Encino Neighborhood Council
200 N Spring St
Los Angeles ca 90012-4801
United States

Bill-To
Encino Neighborhood Council
200 N Spring St
Los Angeles ca 90012-4801
United States

Service Usage Address
Encino Neighborhood Council
200 N Spring St
Los Angeles ca 90012-4801
United States

Order Details		Billing Summary	
Product:	Online Services	Charges:	12.50
Customer PO Number:		Discounts:	0.00
Order Number:	1432bbe6-fd7e-426c-a1d8-223540fcff7f	Credits:	0.00
Billing Period:	08/18/2023 - 08/18/2023	Tax:	0.00
Due Date:	08/19/2023	Total:	12.50
Payment Instructions:	Please DO NOT PAY. You will be charged the amount due through your selected method of payment.		

Billing or service question? Call 1-800-865-9408 or visit <https://aka.ms/Office365Billing>.

Microsoft Corporation, One Microsoft Way, Redmond, WA 98052, United States

US FEIN 91-1144442



Invoice

August 2023
Invoice Date: 08/19/2023
Invoice Number: E0800OPLFD
Due Date: 08/19/2023

12.50 USD

Microsoft 365 Business Standard

Formula for charges

Licenses in service period X Monthly (or Yearly) price per license X (Days in service period /Total in service period) = Charge

New charges

These are your charges for the next billing period for your current number of licenses.

Service period	Details	Licenses in service period	Monthly price/licenseperiod	Days in service period	Charges	Discounts	Credits	Subtotal	Tax %	Tax	Total
08/18/2023 - 09/17/2023	Monthly subscription charges	1	12.50	31	12.50	0.00	0.00	12.50	0.00 %	0.00	12.50
Subtotal					12.50	0.00	0.00	12.50		0.00	12.50
Grand Total					12.50	0.00	0.00	12.50		0.00	12.50

Billing or service question? Call 1-800-865-9408 or visit <https://aka.ms/Office365Billing>.

Microsoft Corporation, One Microsoft Way, Redmond, WA 98052, United States

US FEIN 91-1144442

[Print](#)

Billing Activity - Invoices

Encino Neighborhood Council

Attn: Patricia Bates

200 N. Spring St FL 20

Los Angeles CA 90012-4801

US

P.: 747-282-0450

Today's Date: 09/05/2023

User Name:

Invoices from 08/05/2023 to 09/05/2023

Date	Description	Charge Amount	Credit Amount
08/27/2023	Invoice #1693126685		\$45.00
	Constant Contact - Email		
	501-1500 Contacts	\$45.00	
	Max Period Contacts: 1176		
	From 07/27/2023 to 08/27/2023		

Billing questions? [Contact Support](#)

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

[Print](#)

Billing Activity

Encino Neighborhood Council
Attn: Patricia Bates
200 N. Spring St FL 20
Los Angeles CA 90012-4801
US
P: 747-282-0450

Today's Date: 09/05/2023
User Name:

Billing Activity from 08/05/2023 to 09/05/2023

Date	Description	Charge Amount	Credit Amount
08-27-2023 04:58:07 AM	Payment - Credit Card (MasterCard) *****6750		\$45.00
08/27/2023	Invoice #1693126685	\$45.00	

Billing questions? [Contact Support](#)

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