Monthly Expenditure Report



Reporting Month: January 2024 Budget Fiscal Year: 2023-2024

NC Name: Sunland-Tujunga Neighborhood Council

Monthly Cash Reconciliation						
Beginning Balance	inning Balance Total Spent Remaining Balance Outstanding		Commitments	Net Available		
\$24461.61	\$1122.99	\$23338.62	\$0.00	\$114.66	\$23223.96	

Monthly Cash Flow Analysis						
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available	
Office		\$1122.99		\$0.00		
Outreach	\$32000.00	\$0.00	\$20136.33	\$0.00	\$20136.33	
Elections		\$0.00		\$0.00		
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Neighborhood Purpose Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Funding Requests Under Review: \$0.00 Er		Encumbrand	ces: \$114.66	Previous Expend	itures: \$10740.68	

	Expenditures							
#	Vendor	Date	Description	Budget Category	Sub-category	Total		
1	THE WEB CORNER, INC	01/01/2024	for maintenance of STNC website	General Operations Expenditure	Office	\$150.00		
2	PY US STORAGE - LA CR	01/02/2024	Storage for STNC equipment and supplies	General Operations Expenditure	Office	\$558.50		
3	EIG CONSTANTCONTACT.CO	01/03/2024	Email program for STNC	General Operations Expenditure	Office	\$81.00		
4	ADOBE PRODUCTS	01/07/2024	Treasurer use-	General Operations Expenditure	Office	\$19.99		
5	USPS PO 0579440890	01/10/2024	STNC Post office box	General Operations Expenditure	Office	\$215.00		
6	Mapuana Moran	01/16/2024	Storage totes for organizing STNC storage items	General Operations Expenditure	Office	\$98.50		
Subtotal: \$11								

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

\$0.00

Terms

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

010-343-7443	₩ ₹}*	A/1/2024	26537	
Bill To	01.0	Ship To		
Sunland Tujunga NC PO Box 635 Tujunga, CA 91043				

48.00

Date

Invoice #

QTY	Description		Price Each	Amount
0			150.00	150.00
0	January 2024 Email Sto 1 Account secretary@: maintenance)	andard Mailboxes:	3.50	0.00
Please remit convenienc	t payment at your earliest ee.	Total		\$150.00
Thank you for your business!		Payments/Credits		-\$150.00
1				

Balance Due

1/1/24, 5:13 PM Transaction Receipt

Merchant: The Web Corner, Inc

15300 Ventura Blvd. Suite 400 Sherman Oaks, CA 91403

8183457443

US

Order Information

Description: Monthly MaintenanceMonthly Hosting for stnc.orgEmail Standard

Order Number: P.O. Number: Customer ID: Invoice Number:

Billing Information Shipping Information

Carol Hutchinson Sunland Tujunga NC

Shipping: 0.00

Tax: 0.00

Total: USD 150.00

Payment Information

Date/Time: 01-Jan-2024 04:04:53 MST

Transaction ID: 120201935347

Transaction Type: Authorization w/ Auto Capture

Transaction Status: Settled Successfully

Authorization Code: 015814

Payment Method: MasterCard XXXX3547

US Storage Centers - La Crescenta

4454 Lowell Ave La Crescenta, CA 91214 818-714-8091

lacrescenta@usstorage.net

PAYMENT RECEIPT

Tenant	Sunland Tujunga Neighborhood Council Sunland Tujunga Neighb	Date Printed orhood Council	January 2, 2024 Payment Date
anuary 2, 2024	9:15 AM		
Address	PO Box 635	Unit	0403X
City, State, Zip	Tujunga, CA 91042	Available Credit	0.00
• • •		Current Balance	0.00

Paid Thru January 31, 2024 Receipt Number 108303 By KB

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
01/01/24	0403X	Rent 1/1-1/31	546.50	0.00	0.00	546.50	546.50	Master Card
01/01/24	0403X	Protection Plan 1/1-1/31	12.00	0.00	0.00	12.00	12.00	Master Card
			r	Taxes			0.00	
]	Payment (less	s tax)		558.50	
]	Payment Subto	otal		558.50	
			(Credits Appli	ied		0.00	
]	Refunds Appli	ied		0.00	
			-	Total Applied	d to Accou	nt	558.50	
]	Current Accou		e	0.00 Master Card	
]	Paid Thru Dat	ce		January 31,	2024

Memo:

Transaction Type Sale

Authorization 051190

Reference p1_txn_659444b5a9a7dee487e3fed

I agree to pay the above amount according to the card issuer statement.

x

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www.usstoragecenters.com

Join us in our quest to cure cancer. Ask manager for details.



www.kureit.org

Your next monthly invoice date is: February 3, 2024

All activity Payments Invoices

Date	Description	Charge Amount
01/03/2024	Invoice #1704275140 Constant Contact - Email Plus 1501-2500 Contacts Highest contact count: 2460 From 12/03/2023 to 01/03/2024	\$81.00
	Total	\$81.00

Payment Receipt for January 3, 2024

Thank you for your recent payment. Your payment receipt is found below.

Attention: Carol Hutchinson
Sunland-Tujunga Neighborhood Council
200 N. Spring Street, Room 224 in Los Angeles, CA 90012
Los Angeles, CA 90012
US
818-352-0661

User Name: sunlandtujunganc@gmail.com

Today's Date: January 3, 2024

Payment Date: January 3, 2024

Payment Method: MC (last 4 digits: 3547)

Amount: \$81.00

Thank you for your payment!

Amounts shown may reflect sales tax which is applicable in certain areas.

You can view payment receipts at any time in the Billing tab of your account.

Important Notice: To help maintain Constant Contact's strong sending reputation, we have implemented a monthly email send allowance and overage fee if the allowance is exceeded. This charge will be reflected on your next invoice, if you exceed the allowance. While most of our customers won't be impacted, <u>click here</u> to learn more.



Adobe Inc. 345 Park Avenue San Jose CA 95110-2704 United States Federal Tax ID: 77-0019522

ORIGINAL

Invoice Information

 Invoice Number
 2648947253

 Invoice Date
 06-JAN-2024

 Payment Terms
 Credit Card

 Purchase Order
 AD00504790021CUS

 Order Number
 7062950817

 Customer Number
 1238269485

 Currency
 USD

Bill To

Carol Hutchinson Sunland Tujunga Neighborhood Council CA 91040

INVOICE

						JAN-2024 to 05-FEB-2024	Service Term: 06-
AXES TOTAL	TAXES	TAX RATE	NET AMOUNT	UNIT PRICE	QUANTITY UNIT	PRODUCT DESCRIPTION	PRODUCT NUMBER
0.00 19.99	0.00	0.00%	19.99	19.99	1 EA	Acrobat Pro	65314003
_		0.00%	19.99	19.99	1 EA	Acrobat Pro	65314003

Invoice

NET AMOUNT (USD)	19.99
TAXES (SEE DETAILS FOR RATES)	0.00

GRAND TOTAL (USD) 19.99

Comments:

Billing Contact

https://helpx.adobe.com/contact.html



TUJUNGA 10209 TUJUNGA CANYON BLVD TUJUNGA, CA 91042-9998 (800)275-8777

01/10/2024

03:16 PM

Product

Qty Unit

Price

Price

Box Renewal

\$215.00

Renewal ZIP Code": 91043 Box #: 635 Rental Start Date: 02/01/2024 Next Renewal Date: 07/31/2024 Customer Name: LILIANA SANCHEZ

Grand Total:

\$215.00

Credit Card Remit

\$215.00

Card Name: MasterCard
Account #: XXXXXXXXXXXXXX3547
Approval #: 045017
Transaction #: 646
AID: A0000000041010
AL: MASTERCARD
PIN: Not Required

Chip

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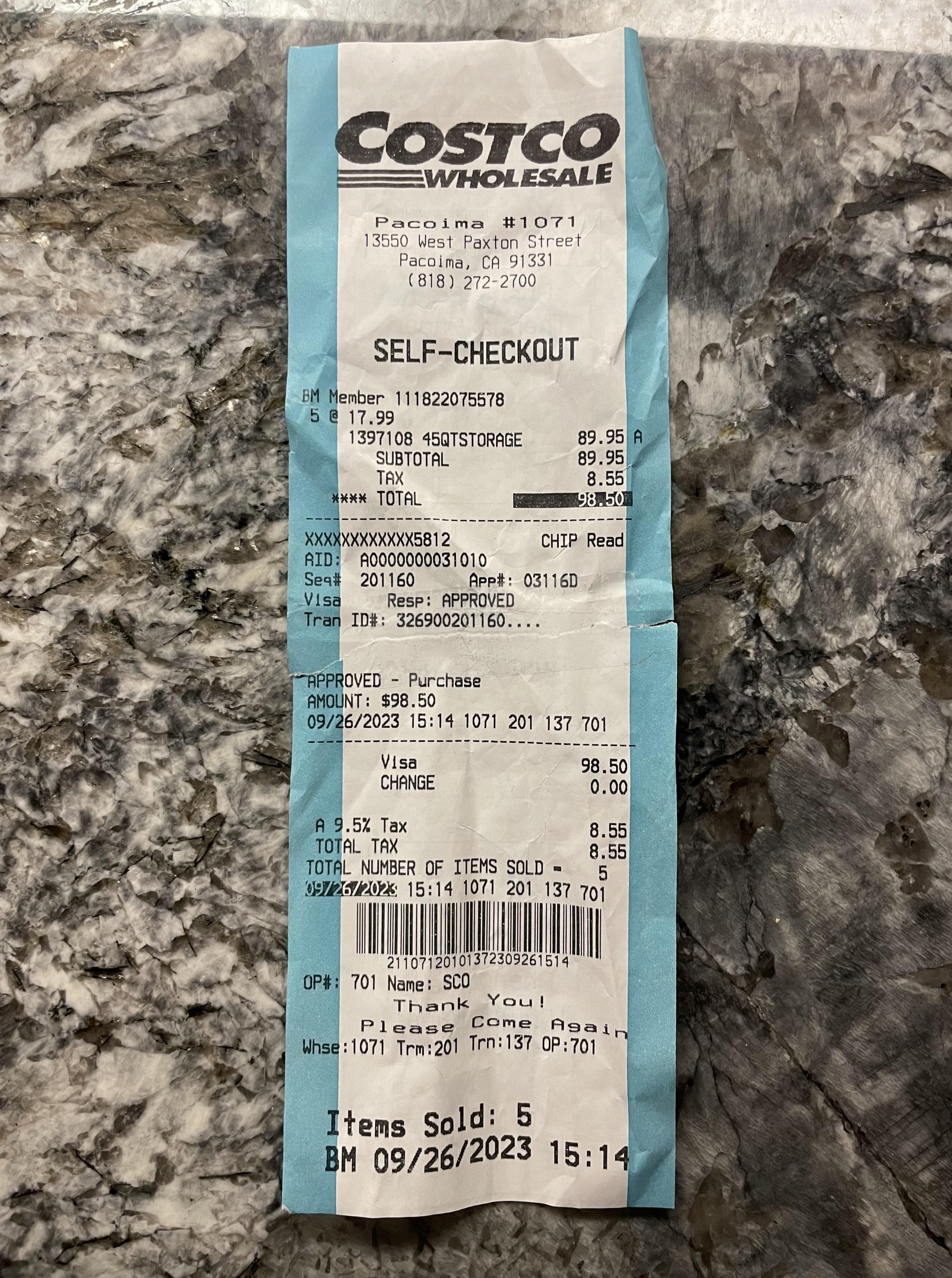


or call 1-800-410-7420.

UFN: 057944-0890

Receipt #: 840-59130011-2-5354522-1

Clerk: 06



Office of the City Clerk								
Administrative Services Division							0 105 410	
Neighborhood Council (NC) Funding Prog	ram					div of h		
Board Action Certification (BAC) Form						DG 91	TI DIE	
NC Name: Sunland Tujunga			Meeting Date: 9-13-2023					
Budget Fiscal Year: 2023-2024 Board Motion and/or Public Benefit	T	Agenda Item No: 8. F						
Statement (CIP and NPG):	Motion to approve up to \$100 for Storage totes for items in storage						e	
Method of Payment: (Select One)	☐ Check		☐ Credit Card		☐ Boar	d Member Reimb	ursement	
Recused Board Member	rs must leave the room prio		ote Count ussion and may n	ot return to the ro	oom until after 1	the vote is compl	ete.	
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	
Lydia Grant	President	Х						
Lallah Rowe	1st VP	Х						
Mapuana Moran	2nd VP	X						
Carol Hutchinson	Treasurer				Х			
Cindy Cleghorn	Correspondence Sec'y	X						
Karen Moran	Recording Sec'y	Х						
Leny Freeman	Region 1 Rep				X			
KT Travers	Region 1 Rep	X						
Sherry McCoy	Region 2 Rep	X						
Mapuana Moran	Region 2 Rep	X			***************************************			
Mike Goglio	Region 3 Rep	X						
Peter Darakjian	Region 3 Rep				X			
Jon von Gunten	Region 3 Rep	X						
Belinda Woodruff	Region 4 Rep	X						
Trevor Schmidt	Region 4 Rep		+	1	X			
Mark Seigal	Region 4 Rep	X						
Vacant	Region 4 Rep		-					
Cheryl Schmidt	Public Safety Rep	X						
Nina Royal	Senior Rep	X						
Vartan Keshish	Comm Interest Rep	X						
Chris Rowe	Education Rep	X		-				
Offins flowe	Lucation Rep		-					

		***************************************	-		:			

oard Quorum:	Total:	16						
/e, the authorized signers of the above no eeting was held in accordance with all la eeting where a quorum of the Board was	amed Neighborhood Counci	il. declare the	at the information was approved b	n presented on th y the Neighborho	4 is form is accura od Council Boa	ate and complete	e, and that a public ct compliant public	
uthorized Signature Carol Hutchinson			Authorized Signature: Karen Moran Karen Moran (Sep 19, 2023 09:27 PDT)					
int/Type Name: Carol Hutchinson			Print/Type Name: Karen Moran					
ate: 9-18-23			Date: 9-18-23					

Office of the City Clerk								
Administrative Services Division						garden 🖍 🕽	8 105 146	
 Neighborhood Council (NC) Funding Prog	ram					dry of the		
Board Action Certification (BAC) Form						The The	The state of the s	
NC Name: Sunland Tujunga			Meeting Date:	11-08-2023		ny to to age nde to to to to to any estate to an		
Budget Fiscal Year: 2023-2024			Agenda Item N	lo: 7D				
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to approve reimbursement of 98.50 to Mapi Moran for purchase of storage totes (Office) Motion: L Rowe 2nd Hutchinson							
Mark at affirmment (C. L. a. C)								
Method of Payment: (Select One)	☐ Check	Vo	☐ Credit Card te Count		□ Board	d Member Reimb	ursement	
Recused Board Member	rs must leave the room prior			t return to the ro	oom until after t	he vote is compl	ete.	
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	
Lydia Grant	President	X						
Lallah Rowe	1st VP	Х						
Mapuana Moran	2nd VP	X			er er viller men enn framme og denne terensengangen en		and the second s	
Carol Hutchinson	Treasurer	X						
Cindy Cleghorn	Correspondence Sec'y	X						
Karen Moran	Recording Sec'y	Х						
Leny Freeman	Region 1 Rep				X			
KT Travers	Region 1 Rep					X		
Sherry McCoy	Region 2 Rep	X						
Vacant	Region 2 Rep		1					
Mike Goglio	Region 3 Rep				X			
Peter Darakjian	Region 3 Rep					Х	***************************************	
Jon von Gunten	Region 3 Rep	X						
Belinda Woodruff	Region 4 Rep				X			
Trevor Schmidt	Region 4 Rep			7	X			
Mark Seigal	Region 4 Rep	X	1				· · · · · · · · · · · · · · · · · · ·	
Ross Herman	Region 4 Rep	X			***************************************			
Cheryl Schmidt	Public Safety Rep				X			
Nina Royal	Senior Rep	X						
Vartan Keshish	Comm Interest Rep	X			· · · · · · · · · · · · · · · · · · ·			
Chris Rowe	Education Rep				X			
-								

A								
Board Quorum: 11	Total:	12	<u> </u>		6	2		
				L				

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 Karen Moran Karen Moran (Nov 9, 2023 15:15 PST)
Print/Type Name: Carol Hutchinson	Print/Type Name: Karen Moran
Date: 11-9-23	Date: 11-9-23