

Monthly Expenditure Report



Reporting Month: April 2025

Budget Fiscal Year: 2024-2025

**NC Name: Sunland-Tujunga
Neighborhood Council**

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$23693.18	\$2447.28	\$21245.90	\$468.98	\$0.00	\$20776.92

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$41177.92	\$1356.91	\$21155.90	\$50.00	\$20686.92
Outreach		\$1090.37		\$418.98	
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		Encumbrances: \$0.00		Previous Expenditures: \$17574.74	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PY US STORAGE CENTERS	04/01/2025	Storage for STNC supplies and equipment	General Operations Expenditure	Office	\$810.50
2	THE WEB CORNER, INC.	04/01/2025	Web page mgmt for STNC	General Operations Expenditure	Office	\$150.00
3	EIG CONSTANTCONTACT.C	04/03/2025	Email program for STNC	General Operations Expenditure	Office	\$88.00
4	ADOBE ADOBE	04/06/2025	For Treasurer use	General Operations Expenditure	Office	\$19.99
5	LS FOOTHILL TROPHY E	04/16/2025	Plaques for dog waste stations the NC erected in our local parks Finn, Sunland and McGroarty	General Operations Expenditure	Outreach	\$29.71
6	WAL-MART #5686	04/17/2025	Candy for a City sponsored event at Sunland Park	General Operations Expenditure	Outreach	\$60.66
7	Little Landers Historical Society	04/11/2025	Outreach sponsorship event in our community	General Operations Expenditure	Outreach	\$1000.00
8	Carol Hutchinson	04/11/2025	refreshments for meeting- I wasn't anticipating buying refreshments and had left card at home	General Operations Expenditure	Office	\$288.42

	Subtotal:	\$2447.28
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Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	FormLA Landscaping	04/28/2025	Repair for Sunland Tujunga Beautification Welcome Garden	General Operations Expenditure	Outreach	\$418.98
2	Sunland-Tujunga Elks Lodge #2098	04/29/2025	General Board meeting held at Sunland Tujunga Elks Lodge	General Operations Expenditure	Office	\$50.00
	Subtotal: Outstanding					\$468.98

Dog Plaques FOOTHILL TROPHY

3427 Ocean View Blvd.
Glendale, California 91208 United States
(818) 249-5464
(818) 249-5467

Sales Receipt

04/16/2025 3:03 pm

Ticket: 220000004883

Register: Register 1

Employee: Joss

Customer: Carol Hutchinson

Item	#	Price
Work order #4680, Item: Sunland-Tujunga Waste Bag Signs	1	\$0.00
Artwork Prep & Setup* Setup of new layouts, typesetting from existing plaques...	1	\$10.00
Sunland Tujunga Waste Bag Signs 2" x 3.25" - White with Red Engraving: Waste Bags Courtesy of...	4	\$18.00
[Sunland Tujunga / Doggie Bag Signs.cdr]		
Subtotal		\$50.00
Discounts		-\$22.00
Tax (\$18.00 @ 9.5%)		\$1.71
Total Tax		\$1.71
Total		\$29.71

PAYMENTS

Credit Card \$29.71

Thank You Carol Hutchinson!



TRANSACTION DETAILS

Sale \$29.71
Mastercard *****3547
Credit
Date: 04/16/2025 3:03 pm
Method: contactless_emv
Auth Code: 018746
AID: A0000000041010
APN: Mastercard Credi
Cryptogram: /90294BAB22827274

Spring Event Sunland RK

Give us feedback @ survey.walmart.com
Thank you! ID #:7VPOHW1ZKPY3

Walmart *

WM Supercenter
747-261-7243 Mgr:HAL

ST# 05686 DP# 000941 TE# 06 TR# 02311
ITEMS SOLD 4

TC# 1684 3105 1308 7848 8708



HSY E 42.05Z	003400045632 F	19.88 N
ESTRUMBND	003825248010 F	5.94 N
ESTRUMBND	003825248010 F	5.94 N
** VOIDED ENTRY **		
ESTRUMBND	003825248010 F	5.94 N
HERSHEYS	003400099831 F	19.86 N
RSE EGS GST	003400045564 F	14.96 N
SUBTOTAL		60.66
TOTAL		60.66
MCARD TEND		60.66

MASTERCARD **** * 3547 1 2

APPROVAL # 018447
REF # 510798069683
PAYMENT SERVICE - A
AID A0000000041010
AAC 9F63C3D210081058
TERMINAL # 54478037

*NO SIGNATURE REQUIRED

04/17/25 10:59:53

CHANGE DUE 0.00

CUSTOMER COPY



Get free delivery
from this store
with Walmart+

Scan for 30-day free trial.

Low Prices You Can Trust. Every Day.
04/17/25 10:59:53

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	Date Printed	April 1, 2025
	1, 2025 1:01 PM	Payment Date	April
Address	PO Box 635	Unit	0403X
City, State, Zip	Tujunga, CA 91042	Available Credit	0.00
		Current Balance	0.00

Paid Thru	April 30, 2025
Receipt Number	115809
By	DC

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
04/01/25	0403X	Rent 4/1-4/30	798.50	0.00	0.00	798.50	798.50	Master Card
04/01/25	0403X	Protection Plan 4/1-4/30	12.00	0.00	0.00	12.00	12.00	Master Card
		Taxes					0.00	
		Payment (less tax)					810.50	
		Payment Subtotal					810.50	
		Credits Applied					0.00	
		Refunds Applied					0.00	
		Total Applied to Account					810.50	
		Current Account Balance					0.00	
		Paid By					Master Card *****3547	
		Paid Thru Date					April 30, 2025	

Memo :

Transaction Type Sale

Authorization 085135
Reference pl_txn_67ec462a5d14e1106a80cf8

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

x

Moving? Check our website for other locations nationwide:

www.usstoragecenters.com

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



www.kureit.org

The Web Corner, Inc.

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

Invoice

		Date	Invoice #	Terms
		04/01/2025	28266	
Bill To		Ship To		
Sunland Tujunga NC PO Box 635 Tujunga, CA 91043				

QTY	Description	Price Each	Amount
1	April 2025 Monthly Maintenance: includes up to 1.5 hour for; phone support, web development, requests, & website adjustments	150.00	150.00
0	April 2025 Monthly Hosting for stnc.org	15.00	0.00
0	April 2025 Email Standard Mailboxes: 1 Account secretary@stnc.org (included in maintenance)	3.50	0.00
Please remit payment at your earliest convenience.		Total	\$150.00
Thank you for your business!		Payments/Credits	-\$150.00
		Balance Due	\$0.00

Payment Receipt for April 3, 2025

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: sunlandtjunganc@gmail.com

Today's Date: April 3, 2025

Payment Date: April 3, 2025

Payment Method: MC (last 4 digits: 3547)

Amount: \$88.00

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, [click here](#) to learn more.

We appreciate your business.

Best Regards



Select

▾



03-07-2025

to

04-07-2025

Cancel

Show

carolh.stnc@gmail.com

Email

▾

Print

▾

Your next monthly invoice date is: **May 3, 2025**

All activity

Payments

Invoices

Date	Description	Charge Amount
04/03/2025	<div>Invoice #1743669654</div> <div>Constant Contact - Email Plus 1501-2500 Contacts Highest contact count: 2465 From 03/03/2025 to 04/03/2025</div>	\$88.00
	<div>Your Contact Tier is based on the highest number of active contacts you've had in your account since January 28, 2024. Learn more.</div> <div>Total</div>	\$88.00



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

ORIGINAL

Invoice Information

Invoice Number 3064239335
Invoice Date 06-APR-2025
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

Item Details

Service Term: 06-APR-2025 to 05-MAY-2025

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65314003	Acrobat Pro	1	EA	19.99	19.99	0.00%	0.00	19.99

Invoice Total

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

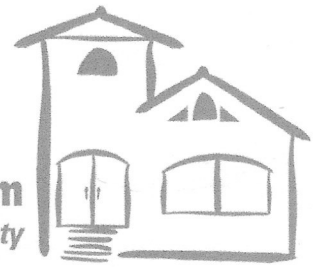
Comments:

Billing Contact

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

Thank you for your business!

Bolton Hall Museum
Home of Little Landers Historical Society



March 8, 2025

Sunland-Tujunga Neighborhood Council
P.O. Box 635
Tujunga, CA 90403

INVOICE

RE: Little Landers Historical Society
Sponsorship -- Invoice Amount \$1,000

Sponsored Event:

2025 Sunland-Tujunga Home Tour (HHT25)
May 10, 2025
Conducted by Little Landers Historical Society/Bolton Hall Museum

Sponsor Recognition:

Sponsorship prominently displayed on HHT25 Collectible Tour Guide/Program
Book
Recognition on Little Landers/Bolton Hall Museum Website
Recognition on Little Landers/Bolton Hall Museum Facebook Page
Recognition on Press Notices regarding HHT25
Recognition on E-mail promotions of HHT25

Little Landers Historical Society is an all volunteer, non-profit 501(c)3 organization:
Tax ID # 95-464-2330.

Thank you for your consideration.

Sheryl W. Smith, Treasurer
Phe: (818) 416-0043



BIG MAMA'S & PAPA'S
7802 FOOTHILL BLVD
SUNLAND, CA 91040
(818) 352-8777

7802 FOOTHILL BLVD UNIT H
SUNLAND, CA 91040
(818) 352-8777

Store # 112 Week No. 10 Period # 3
03/12/25 12:18 pm
Ref # 1
Emp: RAY
POS Terminal # 3

Merchant ID: 45056729148=BIGMAM

Type: EMVSale
VISA
Act# *****0344
Reference: 0001
Auth Code: 041419

Sub Total 251.42
=====

Gratuuity 37.00
=====

Total
=====

I AGREE TO PAY THE ABOVE TOTAL ACORDING
TO THE CARD HOLDERS AGREEMENT.

x 

CardHolder Copy

NCFP 101 BAC Rev020118







BAC 4-9-25 Carol

Final Audit Report

2025-04-11

Created:	2025-04-10
By:	Carol Hutchinson (carolh.stnc@gmail.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA5LsR-ph71bKWn8ULza2c7d_vE2pzjq6S

"BAC 4-9-25 Carol" History

-  Document created by Carol Hutchinson (carolh.stnc@gmail.com)
2025-04-10 - 11:55:45 PM GMT
-  Document emailed to kmoran6260@yahoo.com for signature
2025-04-10 - 11:56:10 PM GMT
-  Email viewed by kmoran6260@yahoo.com
2025-04-11 - 0:05:26 AM GMT
-  Signer kmoran6260@yahoo.com entered name at signing as Karen Moran
2025-04-11 - 2:17:13 AM GMT
-  Document e-signed by Karen Moran (kmoran6260@yahoo.com)
Signature Date: 2025-04-11 - 2:17:15 AM GMT - Time Source: server
-  Agreement completed.
2025-04-11 - 2:17:15 AM GMT

NC Name: Sunland Tujunga						Meeting Date: 11-13-24											
Budget Fiscal Year: 2024-25						Agenda Item No: 4b											
Board Motion and/or Public Benefit Statement (CIP and NPG):				Motion to approve updated/amended STNC NCFP to include rollover funds													
Method of Payment: (Select One)				<input type="checkbox"/> Check <input type="checkbox"/> Credit Card <input type="checkbox"/> 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			
Lydia Grant		President		X													
Vacant		1st VP															
Ross Herman		2nd VP		X													
Carol Hutchinson		Treasurer		X													
Cindy Cleghorn		Correspondence Sec'y								X							
Karen Moran		Recording Sec'y		X													
Leny Freeman		Region 1 Rep		X													
KT Travers		Region 1 Rep		X													
Sherry McCoy		Region 2 Rep		X													
Vacant		Region 2 Rep															
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		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													
Vacant		Education Rep															
Board Quorum: 11		Total:		13		1				3							
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 Carol Hutchinson									Authorized Signature Karen Moran <small>Karen Moran (Dec 18, 2024 20:13 PST)</small>								
Print/Type Name: Carol Hutchinson									Print/Type Name: Karen Moran								
Date: 11/13/24									Date: 11/13/24								







BAC 11-13-24 rollover funds

Final Audit Report

2024-12-19

Created:	2024-12-19
By:	Carol Hutchinson (carolh.stnc@gmail.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA-4H3gQcDqJK-k0LWrnW7UtmeqRau2SUj

"BAC 11-13-24 rollover funds" History

-  Document created by Carol Hutchinson (carolh.stnc@gmail.com)
2024-12-19 - 2:49:36 AM GMT
-  Document emailed to kmoran6260@yahoo.com for signature
2024-12-19 - 2:50:04 AM GMT
-  Email viewed by kmoran6260@yahoo.com
2024-12-19 - 4:12:13 AM GMT
-  Signer kmoran6260@yahoo.com entered name at signing as Karen Moran
2024-12-19 - 4:13:08 AM GMT
-  Document e-signed by Karen Moran (kmoran6260@yahoo.com)
Signature Date: 2024-12-19 - 4:13:10 AM GMT - Time Source: server
-  Agreement completed.
2024-12-19 - 4:13:10 AM GMT