

Monthly Expenditure Report



Reporting Month: June 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
\$15594.78	\$2327.11	\$13267.67	\$3000.00	\$0.00	\$10267.67

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$41177.92	\$1129.49	\$13177.67	\$0.00	\$10177.67
Outreach		\$597.62		\$3000.00	
Elections		\$600.00		\$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: \$25673.14	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC.	06/01/2025	STNC web program	General Operations Expenditure	Office	\$150.00
2	PY US STORAGE CENTERS	06/02/2025	Storage for STNC equipment and supplies	General Operations Expenditure	Office	\$810.50
3	EIG CONSTANTCONTACT.C	06/03/2025	STNC email rogram	General Operations Expenditure	Office	\$99.00
4	ADOBE	06/06/2025	For Treasurer use	General Operations Expenditure	Office	\$19.99
5	DOMINO'S 8402	06/11/2025	STNC Board Meeting Domino's lost receipt and BAC	General Operations Expenditure	Outreach	\$97.62
6	Sunland-Tujunga Elks Lodge #2098	05/19/2025	Rental of room for STNC Selections 5-17-2025 Event approval STNC 2425 003	General Operations Expenditure	Elections	\$600.00
7	Sunland-Tujunga Elks Lodge #2098	04/29/2025	General Board meeting held at Sunland Tujunga Elks Lodge	General Operations Expenditure	Office	\$50.00
8	Neighborhood Council Budget Day	06/02/2025	Neighborhood funding contribution Congress of Neighborhoods Budget Advocacy Special Accounts Budget Day	General Operations Expenditure	Outreach	\$500.00

	Subtotal:	\$2327.11
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Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Sunland Tujunga Shadow Hills Rotary Club	05/28/2025	Sponsorship/outreach for Sunland Tujunga Annual Fourth of July Parade	General Operations Expenditure	Outreach	\$3000.00
	Subtotal: Outstanding					\$3000.00

NC Name: Sunland Tujunga				Meeting Date: April 9, 2025			
Budget Fiscal Year: 2024-25				Agenda Item No: 8 G			
Board Motion and/or Public Benefit Statement (CIP and NPG):		Motion to approve e \$50 to be paid to Elks Lodge 2098 for use of meeting space for 3/12/2025 meeting					
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					
Armen Mardirousi	1st VP				X		
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			
Vacant	Region 4 Rep						
Trevor Schmidt	Region 4 Rep				X		
Mark Seigal	Region 4 Rep	X					
Belinda Woodruff	Region 4 Rep				X		
Cheryl Schmidt	Public Safety Rep	X					
Nina Royal	Senior Rep	X					
Vartan Keshish	Comm Interest Rep	X					
Deborah Ramirez	Education Rep				X		
Board Quorum: 11	Total:	11			8		1
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 <i>Carol Hutchinson</i>				Authorized Signature: <i>Karen Moran</i> <small>Karen Moran (Apr 10, 2025 16:52 PDT)</small>			
Print/Type Name: Carol Hutchinson				Print/Type Name: Karen Moran			
Date: 4/9/2025				Date: 4/9/2025			







BAC 4-9-25 Elks

Final Audit Report

2025-04-10

Created:	2025-04-10
By:	Carol Hutchinson (carolh.stnc@gmail.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAbqxlyOfQZfB51sue2Zaij6QlprXntduS

"BAC 4-9-25 Elks" History

-  Document created by Carol Hutchinson (carolh.stnc@gmail.com)
2025-04-10 - 11:50:15 PM GMT
-  Document emailed to kmoran6260@yahoo.com for signature
2025-04-10 - 11:51:05 PM GMT
-  Email viewed by kmoran6260@yahoo.com
2025-04-10 - 11:52:12 PM GMT
-  Signer kmoran6260@yahoo.com entered name at signing as Karen Moran
2025-04-10 - 11:52:36 PM GMT
-  Document e-signed by Karen Moran (kmoran6260@yahoo.com)
Signature Date: 2025-04-10 - 11:52:38 PM GMT - Time Source: server
-  Agreement completed.
2025-04-10 - 11:52:38 PM GMT

Sunland-Tujunga Elks Lodge
10137 Commerce Ave.
Tujunga, CA 91042

Invoice

Invoice # 0021

Date: March 13. 2025

To:

For:

STNC

Meeting Space

DESCRIPTION	HOURS	RATE	AMOUNT
Meeting Space Rental STNC Meeting 3/12/25			\$50.00
	TOTAL		\$50.00

Make all checks payable to: Sunland-Tujunga Elks Lodge #2098

Thank you for your business!

NC Name: Sunland Tujunga				Meeting Date: 12/12/2024			
Budget Fiscal Year: 2024-25				Agenda Item No: 8b			
Board Motion and/or Public Benefit Statement (CIP and NPG):		Motion to approve Selection packet as amended					
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					
Vacant	Region 4 Rep						
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:	12			4		
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 <u>Carol Hutchinson</u>				Authorized Signature: <u>Karen Moran</u> <small>Karen Moran (May 12, 2025 13:41 PDT)</small>			
Print/Type Name: Carol Hutchinson				Print/Type Name: Karen Moran			
Date: 12/12/2024				Date: 12/12/2024			







BAC 12-12-24 selection

Final Audit Report

2025-05-12

Created:	2025-05-12
By:	Carol Hutchinson (carolh.stnc@gmail.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAODekbvtKGMBrWC6B7pNOQuwHDliTaB2T

"BAC 12-12-24 selection" History

-  Document created by Carol Hutchinson (carolh.stnc@gmail.com)
2025-05-12 - 8:39:28 PM GMT
-  Document emailed to kmoran6260@yahoo.com for signature
2025-05-12 - 8:39:57 PM GMT
-  Email viewed by kmoran6260@yahoo.com
2025-05-12 - 8:40:35 PM GMT
-  Signer kmoran6260@yahoo.com entered name at signing as Karen Moran
2025-05-12 - 8:41:10 PM GMT
-  Document e-signed by Karen Moran (kmoran6260@yahoo.com)
Signature Date: 2025-05-12 - 8:41:12 PM GMT - Time Source: server
-  Agreement completed.
2025-05-12 - 8:41:12 PM GMT

Sunland-Tujunga Elks Lodge
10137 Commerce Ave.
Tujunga, CA 91042

Invoice

Invoice # 0024
Date: May 16, 2025

To: Sunland-Tujunga Neighborhood Council

For: Rental

DESCRIPTION	HOURS	RATE	AMOUNT
Rental, Saturday May 17th	11:30 AM— 7:00 PM	\$600	\$600
	TOTAL		\$600

Make all checks payable to: Sunland-Tujunga Elks Lodge #2098

Thank you for your business!