

Monthly Expenditure Report



Reporting Month: November 2022 Budget Fiscal Year: 2022-2023

NC Name: Sun Valley Area
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$29691.75	\$3224.39	\$26467.36	\$7332.65	\$0.00	\$19134.71

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$31500.00	\$2903.34	\$18116.77	\$7332.65	\$10784.12
Outreach		\$321.05		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$10658.84	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	MICROSOFT SUBSCRIPTION	11/03/2022	Office Software Expense - Annual Subscription Renewal to Microsoft Office	General Operations Expenditure	Office	\$99.99
2	EIG CONSTANTCONTACT.CO	11/07/2022	Email Newsletter Management System - November 2022	General Operations Expenditure	Outreach	\$45.00
3	OTC BRANDS INC	11/17/2022	Motion / Discussion / Vote to approve up to \$250 to partner with LAUSD BD6 in December for a Winter Holiday Event to provide activities with supplies for 200 school children.	General Operations Expenditure	Outreach	\$224.64
4	SPECTRUM	11/20/2022	Office Internet Access and Phone Line	General Operations Expenditure	Office	\$298.15
5	OTC BRANDS INC	11/21/2022	Motion / Discussion / Vote: to approve up to \$400 for a winter holiday event coordinating with the Sun Valley Library. The event would include a live puppet show for children with goody bags and refreshments.	General Operations Expenditure	Outreach	\$51.41
6	LADWP	11/22/2022	Motion / Discussion / Vote to approve a one-time past due bill from the LADWP for services rendered in 2021 for \$2505.20.	General Operations Expenditure	Office	\$2505.20

Subtotal:	\$3224.39
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Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Barkley Communications	11/22/2022	Motion / Discussion / Vote to approve the recurring monthly payment to Barkley Communications no-to-exceed \$650 for Susan Lustig's services to update the SVANC website, upd...	General Operations Expenditure	Office	\$515.00
2	Barkley Communications	11/22/2022	Motion / Discussion / Vote to approve the recurring monthly payment to Barkley Communications no-to-exceed \$650 for Susan Lustig's services to update the SVANC website, upd...	General Operations Expenditure	Office	\$555.00
3	Barkley Communications	11/22/2022	Motion / Discussion / Vote to approve the recurring monthly payment to Barkley Communications no-to-exceed \$650 for Susan Lustig's services to update the SVANC website, upd...	General Operations Expenditure	Office	\$485.00
4	Norma O. Chavez	11/22/2022	Motion / Discussion / Vote to approve a reimbursement of \$48.16 to Norma O. Chávez for the purchase of office supplies. Motion / Discussion / Vote to approve u...	General Operations Expenditure	Office	\$48.16
5	Barkley Communications	01/10/2023	Motion / Discussion / Vote to approve the recurring monthly payment to Barkley Communications no-to-exceed \$650 for Susan Lustig's services to update the SVANC website, upd...	General Operations Expenditure	Office	\$270.00
6	Barkley Communications	01/10/2023	Motion / Discussion / Vote to approve the recurring monthly payment to Barkley Communications no-to-exceed \$650 for Susan Lustig's services to update the SVANC website, upd...	General Operations Expenditure	Office	\$210.00
7	PAPPAS FAMILY TRUST	01/10/2023	Motion / Discussion / Vote to approve the recurring expenses for monthly payment to The Pappas Family Trust in the amount of \$1,749.83 for office space rental at 8720 Sunland Bl...	General Operations Expenditure	Office	\$5249.49
Subtotal: Outstanding						\$7332.65