

Monthly Expenditure Report



Reporting Month: August 2021

Budget Fiscal Year: 2021-2022

NC Name: Van Nuys Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$41671.00	\$1257.08	\$40413.92	\$2548.39	\$0.00	\$37865.53

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$24000.00	\$823.61	\$22413.92	\$2548.39	\$19865.53
Outreach		\$433.47		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$4000.00	\$0.00	\$4000.00	\$0.00	\$4000.00
Neighborhood Purpose Grants	\$14000.00	\$0.00	\$14000.00	\$0.00	\$14000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$329.00	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PY ALL RIGHT STORAGE	08/10/2021	Monthly Storage Space Rent	General Operations Expenditure	Office	\$180.00
2	SQUARESPACE INC.	08/18/2021	Webhosting monthly expense from Squarespace	General Operations Expenditure	Office	\$26.00
3	Jennifer Febre	07/28/2021	Reimburse Board Member Jennifer Febre for approved expense of Lip Balm for outreach purposes	General Operations Expenditure	Outreach	\$433.47
4	WENDY L. MOORE / MOORE BUSINESS RESULTS	07/27/2021	Pay Moore Business Results for June 2019 services including email blast, website updating and maintenance, posting of agendas etc.	General Operations Expenditure	Office	\$617.61
Subtotal:						\$1257.08

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	BRIDGEGAP TEMPORARY STAFFING AND SERVICES AGENCY	07/27/2021	Pay Bridggap for June 2021 administrative support...	General Operations Expenditure	Office	\$500.00

2	BRIDGEGAP TEMPORARY STAFFING AND SERVICES AGENCY	08/30/2021	July 2021 Services	General Operations Expenditure	Office	\$500.00
3	WENDY L. MOORE / MOORE BUSINESS RESULTS	09/01/2021	July 2021 Services	General Operations Expenditure	Office	\$728.28
4	WENDY L. MOORE / MOORE BUSINESS RESULTS	09/03/2021	August 2021 Services Rendered for web maintenance,...	General Operations Expenditure	Office	\$320.11
5	BRIDGEGAP TEMPORARY STAFFING AND SERVICES AGENCY	09/03/2021	Administration Support Services Rendered August 20...	General Operations Expenditure	Office	\$500.00
Subtotal: Outstanding						\$2548.39








BAC for VNNC Item 8a and 8b 7.14.21 GBM

Final Audit Report

2021-07-22

Created:	2021-07-22
By:	Terrence Gomes (info@btsasa.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAouu23BQG78VwgsMlloEvplsRI9WjElaF

"BAC for VNNC Item 8a and 8b 7.14.21 GBM" History

-  Document created by Terrence Gomes (info@btsasa.com)
2021-07-22 - 4:17:10 PM GMT- IP address: 172.58.24.2
-  Document emailed to Jennifer Febre (jennifer.febre@vnnnc.org) for signature
2021-07-22 - 4:18:09 PM GMT
-  Email viewed by Jennifer Febre (jennifer.febre@vnnnc.org)
2021-07-22 - 7:42:11 PM GMT- IP address: 66.249.84.239
-  Document e-signed by Jennifer Febre (jennifer.febre@vnnnc.org)
Signature Date: 2021-07-22 - 9:00:05 PM GMT - Time Source: server- IP address: 104.35.82.239
-  Document emailed to Kathy Schreiner (kathy.schreiner@vnnnc.org) for signature
2021-07-22 - 9:00:07 PM GMT
-  Email viewed by Kathy Schreiner (kathy.schreiner@vnnnc.org)
2021-07-22 - 9:40:46 PM GMT- IP address: 75.82.56.168
-  Document e-signed by Kathy Schreiner (kathy.schreiner@vnnnc.org)
Signature Date: 2021-07-22 - 9:41:30 PM GMT - Time Source: server- IP address: 75.82.56.168
-  Agreement completed.
2021-07-22 - 9:41:30 PM GMT



Invoice #VNNC 2021 0701
Number

Date July 1, 2021

Please remit to:

Ms. Jennifer Febre
Van Nuys Neighborhood Council
PO Box 3118
Van Nuys, CA 91401

Wendy Moore
Moore Business Results
19300 Rinaldi St. #7524
Northridge, CA 91327

818 252-9399
wmoore@moorebusinessresults.com
<http://www.moorebusinessresults.com/>
City of LA Tax #549794-29

Communication services	617.61
Total Amount Due:	\$617.61

Thank you for your business. We appreciate working with you.
Please pay within 21 days of invoice date. Payments not received by that date may incur a late fee of \$25.
We may also assess a 1.5% interest charge per month on late payments. Interest accrues retroactively from the due date. If the invoice is not paid within 90 days, additional collections fees may apply. Returned checks are \$25.

Date	Service	Hours
5/26/2021	Meeting docs. Updated election results. Agenda	0.50
6/1/2021	HSC Agenda. Budget Day. Meeting recording. Meeting docs. Exec agenda	0.50
6/4/2021	Recording. Walk dog with cop on calendar	0.17
6/7/2021	Recording. Minutes. Calendar: Senior Symposium. Meeting blast, Nd/Fb	0.75
6/11/2021	Remove old email boxes	0.17
6/15/2021	Hope of the Valley on news. Eblast draft	0.92
6/16/2021	Revise Hope of the Valley news and publish. Revise eblast.	0.75
6/21/2021	Set up emails	0.25
6/23/2021	Update email set up. Calendar: food giveaway, bike ride with a cop. Meeting recording.	0.42
6/24/2021	Update email boxes	0.17
6/28/2021	Agenda	0.17
6/30/2021	HSC minutes	0.25
7/1/2021	HSC agenda. Recording	0.17
	Total	5.19



101 Commerce St
PO Box 320
Oshkosh, WI 54901

www.4imprint.com

Toll Free: 877-446-7746

Free Fax: 800-355-5043

Main Address JENNIFER FEBRE VAN NUYS NEIGHBORHOOD COUNCIL 14741 CALVERT STREET VAN NUYS, CA 91411	Invoice Address Kathy Schreiner 201 N Spring St Los Angeles CA 90012 USA	Shipping Address Jennifer Febre Van Nuys Neighborhood Council 14741 Calvert Street Van Nuys, CA 91411 USA Tel: (818) 523-0828
--	---	--

Order Number: 21238925 Order Date: June 13 2021 Account No: 5264648 Reference No:	Questions Call: Angie Benedict Phone: 877-446-7746 Ext. 8378 Fax: 888-238-1501 Email: abenedict@4imprint.com
--	---

Item Lip Balm Tub - 100 pieces - 24 hr **Colors** (Tube,Flavor): White, Island Paradise

Qty	Item #	Description	Unit \$	Price \$	Total \$
4	122135-100-24HR	Lip Balm Tub - 100 pieces - 24 hr	84.9900	339.96	339.96
1	Coupon	Coupon Code	-42.9960	-43.00	-43.00
1	Set-Up Charge	Set-Up Charge(Per Order Line)	50.0000	50.00	50.00
1	Delivery	24 hr Rush Service	40.0000	40.00	40.00
		Freight		9.75	9.75
				Tax	36.76
					433.47

Artwork Instructions

Product Color (Base, Trim): White, Island Paradise
Imprint Location: Label
Imprint Colors: Full Color

Grand Total 433.47



101 Commerce St
PO Box 320
Oshkosh, WI 54901

www.4imprint.com

Toll Free: 877-446-7746

Free Fax: 800-355-5043

Order Number: 21238925
Order Date: June 13 2021
Account No.: 5264648

Questions Call: Angie Benedict
Phone: 877-446-7746 Ext. 8378
Fax: 888-238-1501
Email: abenedict@4imprint.com

Thank You! We appreciate your business.
Any overruns you may have received are yours with our compliments.

- **If paying by credit card, please contact your customer service representative with your credit card details.**
- **To insure proper credit to your account, please quote "21238925/5264648" on your check or remittance.**
- **If you are not satisfied with your order, please call 1-800-300-0764.** All claims must be made within 5 days of receipt.
- **Any questions regarding your invoice? Please call 1-800-982-8979.** Our terms are Net 30.
- **Please make checks payable to 4imprint**

4imprint Federal ID #39-1837105. A Late Payment Charge based on maximum annual percentage allowed by your state law will be applied to this balance owed under this invoice when the invoice becomes past due. The purchaser agrees to pay all of the company's reasonable attorney's fees and any collection agency fees incurred in the collection of any amount owed hereunder and not paid when due. Purchaser agrees to pay any sales or use tax. No credit will be issued for returned merchandise without our consent. This invoice is a conditional acceptance by the seller of the buyer's offer to purchase seller's goods. It may contain terms which differ from or add to those contained in the buyer's purchase order, and to the extent that this is the case, the seller hereby expressly conditions its acceptance of the buyer's offer on the buyer's assent to the additional or different terms. The buyer's receipt and retention of the goods covered by this invoice constitutes acceptance of any such additional or different terms. The buyer and seller agree that any contract hereby entered into has been made and is to be construed according to our State Law.

Please visit our website - www.4imprint.com <<http://www.4imprint.com>> To review our privacy policy please visit <https://www.4imprint.com/info/privacy>

Please Remit to:
4imprint, Inc.
25303 Network Place
Chicago, IL 60673-1253

Shipment Details

Shipment to	Qty	Item #	Estimated Ship Date	Carrier, service	Guaranteed Delivery Date	Freight
Address as above.	4	122135-100-24HR	Jun 15 2021	UPS Ground (Parcel)	Jun 17 2021	9.75



ACCOUNT ENDING - 85000

American Express Gold Card

CARD MEMBER

JENNIFER FEBRE

DATE	DESCRIPTION	AMOUNT
Jun 23	4IMPRINT 101 COMMERCE ST OSHKOSH WI 54901-4864 (877) 446-7746 https://www.4imprint.com	4 IMPRINT (877)446-7746 WI Will appear on your Jul 16, 2021 statement as 4 IMPRINT (877)446-7746 WI <hr/> CARD JENNIFER FEBRE <hr/> MEMBERSHIP REWARDS POINTS 1X on Other purchases 433 <hr/> ADDITIONAL INFORMATION 21238925 877-446-7746

All Right Storage - Van Nuys
6900 Van Nuys Blvd
Van Nuys, CA 91405

(818) 786 4335

Payment Receipt

Tenant Van Nuys Neighborhood Council
Company c/o: Jennifer Febre
Address PO Box 3118
City, State, Zip Van Nuys CA 91407

Date Printed August 10, 2021
Payment Date August 10, 2021 5:55 AM
Unit 2370
Available Credit 0.00
Current Balance 0.00
Paid Thru September 9, 2021
Receipt Number **116127** **By CM**

<u>Date</u>	<u>Unit</u>	<u>Description</u>	<u>Charge</u>	<u>Discount</u>	<u>Tax</u>	<u>Total</u>	<u>Payment</u>	<u>Method</u>
08/10/21	2370	Rent 8/10-9/9	180.00	0.00	0.00	180.00	180.00	Master Card
		Taxes					0.00	
		Payment (less tax)					180.00	
		Payment Subtotal					180.00	
		Credits Applied					0.00	
		Refunds Applied					0.00	
		Total Applied to Account					180.00	
		Current Account Balance					0.00	
		Paid By					Master Card ****4781	
		Paid Thru Date					September 9, 2021	

Transaction Type Sale

Authorization 052621
Reference pl_txn_6112772520183bbf23eba87

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

x _____



Invoice

Wednesday, August 18, 2021

ISSUED TO:

Kathy Schreiner
13530 Leadwell Street #9
Van Nuys , CA 91405
United States

ISSUED BY:

Squarespace, Inc.
225 Varick Street, 12th Floor
New York, NY 10014

Charges

Subscription: Business (Monthly) - rose-frog-wsbe.squarespace.com

8/17/2021 – 9/17/2021

\$26.00

Card ending in:	4781 All prices in US Dollar.
Subtotal:	\$26.00
Discount:	--
Due:	\$0.00
Paid:	\$26.00

All prices in US Dollar.