

Monthly Expenditure Report



Reporting Month: December 2020

Budget Fiscal Year: 2020-2021

NC Name: North Hollywood
Northeast Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$39556.07	\$767.87	\$38788.20	\$1165.01	\$0.00	\$37623.19

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$31000.00	\$767.87	\$27788.20	\$1165.01	\$26623.19
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$8000.00	\$0.00	\$8000.00	\$0.00	\$8000.00
Neighborhood Purpose Grants	\$3000.00	\$0.00	\$3000.00	\$0.00	\$3000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$2443.93	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	2co.com ICDSOFT	12/19/2020	Annual domain/website host renewal	General Operations Expenditure	Office	\$106.46
2	FOREIGN TRANSACTION FEE	12/21/2020	This 96¢ charge is imposed by the credit card company for the foreign transaction evidenced in this receipt.	General Operations Expenditure	Office	\$0.96
3	WENDY L. MOORE / MOORE BUSINESS RESULTS	12/10/2020	Website maintenance See Proxy Authorization Form	General Operations Expenditure	Office	\$439.11
4	WENDY L. MOORE / MOORE BUSINESS RESULTS	12/10/2020	Website maintenance See Proxy Authorization form	General Operations Expenditure	Office	\$221.34
Subtotal:						\$767.87

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

1	WENDY L. MOORE / MOORE BUSINESS RESULTS	03/16/2021	Discussion and Possible Action: review and approve invoices from Moore Business Results in the amounts of \$517.65 for March, \$378.42 for February, and \$268.94 for January &...	General Operations Expenditure	Office	\$268.94
2	WENDY L. MOORE / MOORE BUSINESS RESULTS	03/16/2021	Discussion and Possible Action: review and approve invoices from Moore Business Results in the amounts of \$517.65 for March, \$378.42 for February, and \$268.94 for January &...	General Operations Expenditure	Office	\$378.42
3	WENDY L. MOORE / MOORE BUSINESS RESULTS	03/16/2021	Discussion and Possible Action: review and approve invoices from Moore Business Results in the amounts of \$517.65 for March, \$378.42 for February, and \$268.94 for January &...	General Operations Expenditure	Office	\$517.65
Subtotal: Outstanding						\$1165.01

From: 2Checkout Support support@2checkout.com
Subject: Your order on www.icdsoft.com: Payment received
Date: December 16, 2020 at 4:43 PM
To: MFutrell@nhnenc.org MFutrell@NHNENC.org



ICDSoft Ltd
<http://www.icdsoft.com>

2checkout

Dear Mel Futrell,

Thank you for your order on 2020-12-17 from <http://www.icdsoft.com>! We received your **106.46 USD** payment (**Visa/MasterCard - 0328**) for order **139689540**.

The charge on your bank statement will appear as 2co.com*ICDSOFT. 2Checkout.com, Inc. acts as an authorized payment service provider of ICDSoft Ltd online products and services.

Payment/Order information

Billing Information

City of Los Angeles

Mel Futrell

200 N. Main Street, Ste. 224, Los Angeles, California 90012, United States of America

Ordered item(s)	Unit Price	Total
1 x Web Hosting Renewal: Business, USA - nhnenc.org	96.00 USD	96.00 USD
1 x Domain Name Renewal: ORG - nhnenc.org	10.46 USD	10.46 USD
	Sales Tax / VAT	0.00 USD
	Grand Total	106.46 USD

You can access your products according to the terms and conditions you accepted during purchase.

Support information

Need technical support? For product installation, activation and other technical support issues,

please contact ICDSOft Ltd on +18574727783 or sales@icdsoft.com

Need order support? Use myAccount to easily manage your order, subscription, invoice and payment details. [Signup / Login](#) using your email address MFutrell@NHNENC.org

2Checkout has processed your order as the authorized payment service provider of ICDSOft Ltd.

Thank you,

The 2Checkout Team

www.2co.com

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Thank you,

The 2Checkout Team

www.2co.com



Invoice #NHNENC 2020 1101
Number

Date November 1, 2020

North Hollywood North East Neighborhood
Council
PO Box 16478
North Hollywood, CA 91615

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

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

Communications services for NHNENC.org	\$439.11
Total Amount Due:	\$439.11

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 invoice date. If the invoice is not paid within 90 days, additional collections fees may apply. Returned checks are \$25.

Date	Details	Hours
10/7/2020	Cancellation notice	0.17
10/8/2020	Reminder eblast.	0.17
10/9/2020	Agenda. City Planning workshops, Ready to vote	0.34
10/12/2020	Meeting notice, Feral Cat fix. Eblast. Fb/Nd	0.58
10/15/2020	Update sign up forms	0.34
10/19/2020	Update committee pages and menu. Fb	0.42
10/21/2020	Update committees & Liaisons. Add board member	0.50
10/22/2020	Update plugins, 2021 dates.	0.34
10/27/2020	Upload contact first names. Join the board on site, social	0.83
	Total	3.69



Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For North Hollywood Northeast Neighborhood Council

Date: December 9, 2020

Motion/Action: _____

If the proxy authorization is for a payment request, please complete the following:

Vendor Name	Invoice Number	Date of Invoice	Amount
Moore Business Results	2020 1101	Nov 1, 2020	439.11
Moore Business Results	2020 1201	Dec 1, 2020	221.34
Total			\$660.45

Reason for Proxy Authorization: _____

NC in EE

Department Authorizing Payment:

☐

Office of the City Clerk

☒

Department of Neighborhood Empowerment

Staff Name: Betty Wong Oyama

Title: NEA

Signature: Betty Wong Oyama Date: Dec 9, 2020

Semee Park

Authorization: _____

Title: Director of NC Operations

Signature: _____ Date: _____

Semee Park

Digitally signed by Semee Park
Date: 2020.12.09 08:39:56
-08'00'



Invoice #NHNENC 2020 1201
Number

Date December 1, 2020

North Hollywood North East Neighborhood
Council
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North Hollywood, CA 91615

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Northridge, CA 91327

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

Communications services for NHNENC.org	\$221.34
Total Amount Due:	\$221.34

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Date	Details	Hours
11/3/2020	Calendar: Veterans, Thx box. Fb	0.34
11/4/2020	Youth session	0.17
11/11/2020	Veterans day, Meeting cancellation notice	0.17
11/13/2020	Agenda with graphic. Thx service.	0.25
11/16/2020	Return to campus on calendar. Eblast	0.42
11/18/2020	Minutes	0.17
11/24/2020	Minutes	0.17
11/25/2020	Thx eblast	0.17
	Total	1.86



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Staff Name: Betty Wong Oyama

Title: NEA

Signature: Betty Wong Oyama Date: Dec 9, 2020

Semee Park

Authorization: _____

Title: Director of NC Operations

Signature: _____ Date: _____

Semee Park

Digitally signed by Semee Park
Date: 2020.12.09 08:39:56
-08'00'