

Monthly Expenditure Report



Reporting Month: May 2020

Budget Fiscal Year: 2019-2020

NC Name: Neighborhood Council of Westchester-Playa

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$20633.54	\$5766.26	\$14867.28	\$7481.86	\$0.00	\$7385.42

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$27700.00	\$14.99	\$5597.51	\$0.00	\$-1884.35
Outreach		\$5751.27		\$7481.86	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$1000.00	\$0.00	\$-80.00	\$0.00	\$-80.00
Neighborhood Purpose Grants	\$16849.77	\$0.00	\$8349.77	\$0.00	\$8349.77
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$25916.23	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	MAILCHIMP MONTHLY	05/21/2020	Motion to approve recurring expenditure of up to \$40 to Mailchimp for Website emailing service.	General Operations Expenditure	Outreach	\$34.99
2	ZOOM.US	05/30/2020	For Board training purposes - final month	General Operations Expenditure	Office	\$14.99
3	Westside Pacific Villages	04/23/2020	The requested funds are to support Westside Pacific Villages' (WPV) efforts related to COVID-19 emergency services for our seniors, the disabled, the most vulnerable, in our com...	General Operations Expenditure	Outreach	\$1000.00
4	Culver Palms Meals on Wheels	04/24/2020	Funds requested to support Culver Palms Meals on Wheels work related to COVID-19 emergency services in compliance with and support of the City's social distancing protocols.	General Operations Expenditure	Outreach	\$2000.00
5	WENDY L. MOORE / MOORE BUSINESS RESULTS	05/04/2020	Motion to approve recurring expenditure of up to \$575 per month for Moore Business Results for website and social media management for NCWP.	General Operations Expenditure	Outreach	\$428.40

6	WENDY L. MOORE / MOORE BUSINESS RESULTS	04/23/2020	Motion to approve recurring expenditure of up to \$575 per month for Moore Business Results for website and social media management for NCWP	General Operations Expenditure	Outreach	\$537.88
7	STEPHANIE DAVIS / HOME TOWN NEWS	05/05/2020	Motion to approve expenditure of up to \$875 for Hometown News for monthly NCWP newsletter.	General Operations Expenditure	Outreach	\$875.00
8	STEPHANIE DAVIS / HOME TOWN NEWS	05/05/2020	Motion to approve expenditure of up to \$875 for Hometown News for monthly NCWP newsletter.	General Operations Expenditure	Outreach	\$875.00
Subtotal:						\$5766.26

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	WENDY L. MOORE / MOORE BUSINESS RESULTS	05/26/2020	Motion to approve Moore Business Results invoice for \$417.73 for added work related to COVID-19.	General Operations Expenditure	Outreach	\$417.73
2	WENDY L. MOORE / MOORE BUSINESS RESULTS	05/26/2020	Motion to approve Moore Business Results as vendor to transition the existing website using the Drupal Content Management system to the Wordpress Content Management System not to exceed \$...	General Operations Expenditure	Outreach	\$4900.00
3	STEPHANIE DAVIS / HOME TOWN NEWS	05/27/2020	Motion to approve expenditure of up to \$875 for Hometown News for monthly NCWP newsletter.	General Operations Expenditure	Outreach	\$875.00
4	WENDY L. MOORE / MOORE BUSINESS RESULTS	06/01/2020	Motion to approve recurring expenditure of up to \$575 per month for Moore Business Results for website and social media management for NCWP.	General Operations Expenditure	Outreach	\$414.13
5	STEPHANIE DAVIS / HOME TOWN NEWS	06/09/2020	Motion to approve expenditure of up to \$875 for Hometown News for monthly NCWP newsletter.	General Operations Expenditure	Outreach	\$875.00
Subtotal: Outstanding						\$7481.86