

Monthly Expenditure Report



Reporting Month: November 2021 Budget Fiscal Year: 2021-2022

NC Name: Neighborhood Council of Westchester-Playa

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$33738.15	\$35.99	\$33702.16	\$3181.20	\$1000.00	\$29520.96

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$35000.00	\$0.00	\$26702.16	\$875.00	\$23520.96
Outreach		\$35.99		\$2306.20	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$1000.00	\$0.00	\$1000.00	\$0.00	\$1000.00
Neighborhood Purpose Grants	\$6000.00	\$0.00	\$6000.00	\$0.00	\$6000.00
Funding Requests Under Review: \$1000.00		Encumbrances: \$0.00		Previous Expenditures: \$8261.85	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	MailChimp	11/21/2021	Monthly mail chimp services for newsletter and meeting announcements	General Operations Expenditure	Outreach	\$35.99
Subtotal:						\$35.99

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	STEPHANIE DAVIS / HOME TOWN NEWS	11/16/2021	Motion to approve monthly NCWP newsletter provided by Hometown News for FY 2021-22 with expenditure not to exceed \$875 monthly.	General Operations Expenditure	Outreach	\$875.00
2	STEPHANIE DAVIS / HOME TOWN NEWS	11/16/2021	Motion to approve monthly NCWP newsletter provided by Hometown News for FY 2021-22 with expenditure not to exceed \$875 monthly.	General Operations Expenditure	Office	\$875.00
3	WENDY L. MOORE / MOORE BUSINESS RESULTS	12/02/2021	Motion to approve scope of work for website and NCWP communications provided by Moore Business Results for FY 2021-22 with expenditure not to exceed \$600 monthly.	General Operations Expenditure	Outreach	\$479.57

4	WENDY L. MOORE / MOORE BUSINESS RESULTS	12/08/2021	Motion to approve the expenditure of \$951.63 for services provided by Moore Business Results in the month of October, 2021.	General Operations Expenditure	Outreach	\$951.63
Subtotal: Outstanding						\$3181.20