

Monthly Expenditure Report



Reporting Month: December 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 |
| \$33702.16 | \$3217.19 | \$30484.97 | \$3119.71 | \$0.00 | \$27365.26 |

| Monthly Cash Flow Analysis | | | | | |
|---------------------------------------|----------------|------------------------|------------------------|----------------------------------|---------------|
| Budget Category | Adopted Budget | Total Spent this Month | Unspent Budget Balance | Outstanding | Net Available |
| Office | \$35000.00 | \$875.00 | \$23484.97 | \$0.00 | \$21365.26 |
| Outreach | | \$2342.19 | | \$2119.71 | |
| 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 | \$1000.00 | \$5000.00 |
| Funding Requests Under Review: \$0.00 | | Encumbrances: \$0.00 | | Previous Expenditures: \$8297.84 | |

| Expenditures | | | | | | |
|------------------|---|------------|---|--------------------------------|--------------|------------------|
| # | Vendor | Date | Description | Budget Category | Sub-category | Total |
| 1 | MailChimp | 12/21/2021 | Newsletter and meeting outreach via Mailchimp Monthly plan 1501 - 2500 subscribers. | General Operations Expenditure | Outreach | \$35.99 |
| 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 | Outreach | \$875.00 |
| 3 | 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 |
| 4 | 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 |
| 5 | 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: | | | | | | \$3217.19 |

| Outstanding Expenditures | | | | | | |
|------------------------------|---|------------|---|--------------------------------|--------------|------------------|
| # | Vendor | Date | Description | Budget Category | Sub-category | Total |
| 1 | STEPHANIE DAVIS / HOME TOWN NEWS | 12/13/2021 | 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 | Pacific Area Boosters Association, Inc. | 12/22/2021 | Motion to approve the Neighborhood Purpose Grant from the Los Angeles Police Department's Pacific Area Booster Association in the amount of \$1,000 to support the annual Christmas to... | Neighborhood Purpose Grants | | \$1000.00 |
| 3 | WENDY L. MOORE / MOORE BUSINESS RESULTS | 01/07/2022 | 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 | \$369.71 |
| 4 | STEPHANIE DAVIS / HOME TOWN NEWS | 01/20/2022 | 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 |
| Subtotal: Outstanding | | | | | | \$3119.71 |