

Monthly Expenditure Report



Reporting Month: April 2024

Budget Fiscal Year: 2023-2024

NC Name: Neighborhood Council of Westchester-Playa

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$13101.69	\$2956.27	\$10145.42	\$6378.34	\$0.00	\$3767.08

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$28500.00	\$19.99	\$8345.42	\$0.00	\$3217.08
Outreach		\$1686.28		\$5128.34	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00
Neighborhood Purpose Grants	\$13000.00	\$1250.00	\$1300.00	\$1250.00	\$50.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$28898.31	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	ADOBE ADOBE	04/10/2024	Motion to approve Adobe Acrobat Pro subscription for NCWP operational expense for FY 2023 2024 with expenditure not to exceed \$50 monthly.	General Operations Expenditure	Office	\$19.99
2	MAILCHIMP	04/21/2024	Monthly MailChimp invoice for meeting and newsletter outreach.	General Operations Expenditure	Outreach	\$54.00
3	WENDY L. MOORE / MOORE BUSINESS RESULTS	03/18/2024	Motion to approve Moore Business Results Feb 2024 invoice in the amount of \$694.32	General Operations Expenditure	Outreach	\$694.32
4	WENDY L. MOORE / MOORE BUSINESS RESULTS	04/08/2024	Motion to approve 3% increase to Moore Business Results effective Feb 2024 with expenditure not to exceed \$650 monthly.	General Operations Expenditure	Outreach	\$596.60
5	WENDY L. MOORE / MOORE BUSINESS RESULTS	04/08/2024	Motion to approve 3% increase to Moore Business Results effective Feb 2024 with expenditure not to exceed \$650 monthly.	General Operations Expenditure	Outreach	\$341.36
6	Los Angeles Neighborhood Land Trust	04/11/2024	Motion to approve the NPG from the Los Angeles Neighborhood Land Trust to support the opening of the Open Magnet charter school grounds on weekends to provide local residents with access to op...	Neighborhood Purpose Grants		\$1250.00

Subtotal:	\$2956.27
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Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	STEPHANIE DAVIS / HOME TOWN NEWS	04/24/2024	Motion to approve NCWP monthly newsletter provided by Hometown News for FY 2023-2024 with expenditure not to exceed \$875.00 monthly.	General Operations Expenditure	Outreach	\$875.00
2	STEPHANIE DAVIS / HOME TOWN NEWS	04/24/2024	Motion to approve NCWP monthly newsletter provided by Hometown News for FY 2023-2024 with expenditure not to exceed \$875.00 monthly.	General Operations Expenditure	Outreach	\$875.00
3	STEPHANIE DAVIS / HOME TOWN NEWS	04/24/2024	Motion to approve NCWP monthly newsletter provided by Hometown News for FY 2023-2024 with expenditure not to exceed \$875.00 monthly.	General Operations Expenditure	Outreach	\$875.00
4	STEPHANIE DAVIS / HOME TOWN NEWS	04/24/2024	Motion to approve NCWP monthly newsletter provided by Hometown News for FY 2023-2024 with expenditure not to exceed \$875.00 monthly.	General Operations Expenditure	Outreach	\$875.00
5	WENDY L. MOORE / MOORE BUSINESS RESULTS	05/03/2024	Motion to approve 3% monthly increase to Moore Business Results effective Feb. 2024, with expenditure not to exceed \$650 monthly.	General Operations Expenditure	Outreach	\$469.10
6	STEPHANIE DAVIS / HOME TOWN NEWS	05/13/2024	Motion to approve monthly NCWP newsletter provided by Hometown News for FY 2023-24 with expenditure not to exceed \$875.00 monthly.	General Operations Expenditure	Outreach	\$875.00
7	Los Angeles Parks Foundation	05/29/2024	Motion to approve the NPG application from LA Parks Foundation in an amount not to exceed \$1,250.00 to go towards the cost of 4 park benches around the senior center at the Westchester Re...	Neighborhood Purpose Grants		\$1250.00
8	WENDY L. MOORE / MOORE BUSINESS RESULTS	05/31/2024	Motion to approve monthly scope of work for NCWP website and communications provided by Moore Business for FY 2023 2024 with expenditure not to exceed \$600 monthly.	General Operations Expenditure	Outreach	\$284.24
Subtotal: Outstanding						\$6378.34