

Monthly Expenditure Report



Reporting Month: March 2024

Budget Fiscal Year: 2023-2024

**NC Name: Sherman Oaks
Neighborhood Council**

| Monthly Cash Reconciliation | | | | | |
|-----------------------------|-------------|-------------------|-------------|-------------|---------------|
| Beginning Balance | Total Spent | Remaining Balance | Outstanding | Commitments | Net Available |
| \$27501.74 | \$2146.39 | \$25355.35 | \$3925.52 | \$0.00 | \$21429.83 |

| Monthly Cash Flow Analysis | | | | | |
|---------------------------------------|----------------|------------------------|------------------------|-----------------------------------|---------------|
| Budget Category | Adopted Budget | Total Spent this Month | Unspent Budget Balance | Outstanding | Net Available |
| Office | \$27000.00 | \$576.44 | \$10995.34 | \$235.52 | \$8569.82 |
| Outreach | | \$1569.95 | | \$2190.00 | |
| Elections | | \$0.00 | | \$0.00 | |
| Community Improvement Project | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Neighborhood Purpose Grants | \$5000.00 | \$0.00 | \$5000.00 | \$1500.00 | \$3500.00 |
| Funding Requests Under Review: \$0.00 | | Encumbrances: \$0.00 | | Previous Expenditures: \$13858.27 | |

| Expenditures | | | | | | |
|--------------|----------------------|------------|---|--------------------------------|--------------|----------|
| # | Vendor | Date | Description | Budget Category | Sub-category | Total |
| 1 | PUBLIC STORAGE 00102 | 03/02/2024 | Public Storage, Receipt # 65E2669E3A58F09E0000, March 1, 2024, \$199.00, SONC Storage Unit SONC Board Motion, June 12, 2024, Item 7b4, FY24 Admin Packet Budget Motion to approve the Sherman Oaks Neighborhood Council's (SONC) NC Fiscal Year Admin Packet for FY 2024. | General Operations Expenditure | Office | \$199.00 |
| 2 | GOTPRINT.COM | 03/06/2024 | Got Print, Invoice Order 28397935, 01Mar24, \$265.84, SONC Tree Adoption SONC Board Motion, February 12, 2024, Item C1c, SONC Tree Adoption Event A motion to approve the expenditure of up to \$1000 for SONC's Annual Hello Spring Tree Adoption event to be held on March 23, 2024 (target date) at the Van Nuys Sherman Oaks War Memorial Park. Funds will be used for SONC | General Operations Expenditure | Outreach | \$265.84 |

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|---|--|------------|---|--------------------------------|----------|----------|
| | | | branded promotional materials, SONC printed materials, and event logistical support. | | | |
| 3 | EIG CONSTANTCONTACT.CO | 03/08/2024 | Constant Contact, Invoice 6OGQTLABB7524, March 8, 2024, \$739.50, SONC Community Communication - Newsletter SONC Board Motion, June 12, 2023, 7b4, FY24 Admin Packet Motion to approve the Sherman Oaks Neighborhood Council's (SONC) NC Fiscal Year Admin Packet for FY 2024. | General Operations Expenditure | Outreach | \$739.50 |
| 4 | RALPHS # 0222 | 03/11/2024 | Ralphs, Receipt, March 11, 2024, \$58.94, SONC Board Meeting Refreshments SONC Board Motion, June 12, 2023, Item 7b4, FY24 Admin Packet Motion to approve the Sherman Oaks Neighborhood Council's (SONC) NC Fiscal Year Admin Packet for FY 2024. | General Operations Expenditure | Office | \$58.94 |
| 5 | COPY HUB LLC | 03/22/2024 | Event Approval Code: SONC-2324-004 Copy Hub, Receipt, March 22, 2024, \$64.61, Community Resource Guide SONC Board Motion, February 12, 2024, Item C1c, Hello Spring Tree Adoption A motion to approve the expenditure of up to \$1000 for SONC's Annual Hello Spring Tree Adoption event to be held on March 23, 2024 (target date) at the Van Nuys Sherman Oaks War Memorial Park. Funds will be used for SONC branded promotional materials, SONC printed materials, and event logistical support. | General Operations Expenditure | Outreach | \$64.61 |
| 6 | Valley Cultural Center DBA Valley Cultural Foundation | 02/20/2024 | Valley Cultural Foundation (VCF), Invoice 2024, dtd 13Feb24, Outreach - Tabling at VCF Concert in the Park, April 14, 2024 SONC Board Motion, February 12, 2024, Item C1f, Valley Cult... | General Operations Expenditure | Outreach | \$500.00 |
| 7 | Los Angeles Public Library | 02/27/2024 | Los Angeles Public Library, Security Staff Request for April 4, 2024, SONC Vision Meeting, \$216.00 SONC Board Motion, June 12, 2023, Item 7b4, FY24 Admin Packet Motion to approve the Sher... | General Operations Expenditure | Office | \$216.00 |

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|------------------|----------------------|------------|---|--------------------------------|--------|------------------|
| 8 | The Web Corner, Inc. | 02/28/2024 | Web Corner, Inv 26650, dtd 01Feb24, Feb Web Maintenance, \$102.50 SONC Board Motion, June 12, 2023, Item 7b4, FY24 Admin Packet Motion to approve the Sherman Oaks Neighborhood Council'... | General Operations Expenditure | Office | \$102.50 |
| Subtotal: | | | | | | \$2146.39 |

| Outstanding Expenditures | | | | | | |
|---------------------------------|-------------------------------------|------------|---|--------------------------------|--------------|------------------|
| # | Vendor | Date | Description | Budget Category | Sub-category | Total |
| 1 | Hope of the Valley Rescue Mission | 10/05/2023 | Proxy Payment for payment request from FY 21-22 that was neither received nor cashed by the vendor. Motion: The Sherman Oaks Neighborhood Council (SONC) approves the expenditur... | General Operations Expenditure | Outreach | \$1500.00 |
| 2 | Gold Metropolitan Media | 03/20/2024 | Gold Metropolitan Media, Invoice 03619, 22Feb24, \$690.00, Banner Relocation SONC Board Motion, August 14 2023, Item 9c, SONC Street Banner Relocation It is hereby moved to approve the pay... | General Operations Expenditure | Outreach | \$690.00 |
| 3 | Sherman Oaks Friends of the Library | 03/21/2024 | NPG Sherman Oaks Friends of the Library SONC Board Motion, March 11, 2024, Item 8a1 A motion to approve a Neighborhood Purposes Grant (NPG) in the amount of \$1,500.00 to the She... | Neighborhood Purpose Grants | | \$1500.00 |
| 4 | THE WEB CORNER, INC. | 03/29/2024 | Web Corner, Invoice 26774, March 1, 2024, \$102.50, Website Maintenance SONC Board Motion, June 12, 2023, Item 7b4, FY2024 Admin Packet Budget Motion to approve the Sherman Oaks Neighborho... | General Operations Expenditure | Office | \$102.50 |
| 5 | AT&T | 04/02/2024 | AT&T Invoice 2064717803, March 1, 2024, \$15.26, Unified Messaging SONC Board Motion, June 12, 2023, Item 7b4, FY24 Admin Packet / Budget Motion to approve the Sherman Oa... | General Operations Expenditure | Office | \$15.26 |
| 6 | The Web Corner, Inc. | 04/04/2024 | Web Corner, Inv 26895, April 1, 2024, \$102.50, Website Maintenance SONC Board Motion, June 12, 2023, Item 7b4, FY24 Admin Packet / Budget Motion to approve the Sherman Oaks Neighborh... | General Operations Expenditure | Office | \$102.50 |
| 7 | AT&T | 04/12/2024 | AT&T, Invoice 1163997803, April 1, 2024, \$15.26, Unified Messaging SONC Board Motion, June 13, 2023, Item 7b4, FY24 Admin Packet / Budget Motion to approve the Sherman O... | General Operations Expenditure | Office | \$15.26 |
| Subtotal: Outstanding | | | | | | \$3925.52 |