

# Monthly Expenditure Report



Reporting Month: June 2021

Budget Fiscal Year: 2020-2021

NC Name: Sherman Oaks  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$27929.54	\$17923.60	\$10005.94	\$0.00	\$0.00	\$10005.94

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$36445.00	\$1230.27	\$12729.34	\$0.00	\$12729.34
Outreach		\$9229.93		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$14440.00	\$7463.40	-\$2723.40	\$0.00	-\$2723.40
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$22955.46	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	ADOBE PRODUCTS	06/04/2021	As requested, please find attached the invoice for an accidental charge from Adobe case 408536600 in the amount of \$14.99 for May 2021	General Operations Expenditure	Office	\$14.99
2	ADOBE PRODUCTS	06/10/2021	Credit Memo Reference to Original Invoice 7042078183 Refund for mischarging placed on the City of Los Angeles credit card Done in June 2021	General Operations Expenditure	Office	-\$14.99
3	ADOBE PRODUCTS	06/10/2021	Credit Memo Reference to Original Invoice 7042078183 Refund for the mistaken charge to City of Los Angeles credit card done in May 2021	General Operations Expenditure	Office	-\$14.99
4	THE WEB CORNER, INC	06/11/2021	Monthly Maintenance from Jul 2020 - Jun 2021: includes up to 1 hour for; phone support, web development, requests, & website adjustments Email accounts (2 included) from Jul 2020 - Jun 2021: Total 3 ...	General Operations Expenditure	Office	\$1230.00
5	AMZN Mktp US	06/01/2021	Amazon refunded the credit master card ending in 4628 for an accidental charge of \$70.52. on (5.22.21) 2L2WWOOM2	General Operations Expenditure	Outreach	-\$70.52

6	EIG CONSTANTCONTACT.CO	06/03/2021	Constant Contact purchase of \$663.00 will be used for outgoing mail to the Sherman Oaks Community	General Operations Expenditure	Outreach	\$663.00
7	PAYPAL MILANDIGITA	06/11/2021	Advanced Edition - Perpetual (v6) Will be used for upcoming outreach programs	General Operations Expenditure	Outreach	\$599.00
8	OFFICESUPPLY.COM	06/17/2021	A motion to approve the expenditure of up to \$3,000 for the purchase of hygiene products to be included in Care-Kits to be distributed to Sherman Oaks community members who are experiencing homeless ...	General Operations Expenditure	Outreach	\$164.40
9	AMZN Mktp US 213FV3531	06/17/2021	A motion to approve the expenditure of up to \$3,000 for the purchase of hygiene products to be included in Care-Kits to be distributed to Sherman Oaks community members who are experiencing homeless a...	General Operations Expenditure	Outreach	\$141.46
10	Dollar Tree, Inc.	06/22/2021	Receipt from credit card charges of Care Kit items for Outreach Committee in the amount of \$591.28 on Page 1 A motion to approve the Sherman Oaks Neighborhood Councils (SONG) Annual Budget for Fiscal...	General Operations Expenditure	Outreach	\$591.28
11	Dollar Tree, Inc.	06/23/2021	Receipt from credit card purchase of Outreach Care Kit Items in the amount of \$176.93 on page 2 A motion to approve the Sherman Oaks Neighborhood Councils (SONG) Annual Budget for Fiscal Year 2020-2...	General Operations Expenditure	Outreach	\$176.93
12	Dollar Tree, Inc.	06/30/2021	Dollar Tree has issued a credit of \$17.58 to the Sherman Oaks Neighborhood Council account. 9 items have been credit back to the master credit card account. Item numbers sku number 965950	General Operations Expenditure	Outreach	\$-17.58
13	Dollar Tree, Inc.	06/30/2021	This email (Email #1, dated July 1, 2021) from Dollar Tree where they notified us that they were not going to replace the missing Arm & Hammer deodorant and that they were going to credit SONC \$18.04...	General Operations Expenditure	Outreach	\$-18.04
14	AT&T Messaging	05/14/2021	A motion to approve the Sherman Oaks Neighborhood Council (SONC) annual budget for the fiscal year 2020-2021 as amended. Note: The amended SONC FY 2021 budget includes the rollo...	General Operations Expenditure	Office	\$15.26
15	Sherman Oaks Chamber Foundation	05/18/2021	A motion to approve a Neighborhood Purposes Grant (NPG) of \$2762.50 to the Sherman Oaks Chamber Foundation to graffiti proof the painted utility boxes in Sherman Oaks.	Neighborhood Purpose Grants		\$2762.50

16	Kester Avenue Elementary PTA	05/20/2021	A motion to approve a Neighborhood Purposes Grant (NPG) of \$2700.90 to the Kester Elementary PTA to support the school mural project.	Neighborhood Purpose Grants		\$2700.90
17	Sherman Oaks Chamber Foundation	05/26/2021	motion to approve the Sherman Oaks Neighborhood Council (SONC) expenditure of \$750 to sponsor the painting of a Utility Box at the corner of Ventura Boulevard and Van Nuys Boule...	General Operations Expenditure	Outreach	\$750.00
18	THE WEB CORNER, INC.	05/27/2021	A motion to approve the expenditure of up to \$5,250 for the development and upgrade of the SONC website. FY 2020 Encumbered Funds	General Operations Expenditure	Outreach	\$3750.00
19	Catholic Charities of Los Angeles Loaves & Fishers II &	05/27/2021	A motion to approve a Neighborhood Purposes Grant (NPG) of \$2,000 to the Catholic Charities of Los Angeles, Inc. – Loaves & Fishes II to support unhoused indi...	Neighborhood Purpose Grants		\$2000.00
20	Los Angeles Family Housing	06/01/2021	A motion to approve a contribution of \$1000 to LA Family Housing to support LA Family Housing's outreach efforts and support of community members affected by and during the declared...	General Operations Expenditure	Outreach	\$1000.00
21	THE WEB CORNER, INC.	06/03/2021	A motion to approve the expenditure of up to \$5,250 for the development and upgrade of the SONC website. FY 2020 Encumbered Funds	General Operations Expenditure	Outreach	\$1500.00
<b>Subtotal:</b>						<b>\$17923.60</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
<b>Subtotal: Outstanding</b>						<b>\$0.00</b>