

# Monthly Expenditure Report



Reporting Month: October 2017

Budget Fiscal Year: 2017-2018

NC Name: Mar Vista Neighborhood Council

| Monthly Cash Reconciliation |             |                   |             |             |               |
|-----------------------------|-------------|-------------------|-------------|-------------|---------------|
| Beginning Balance           | Total Spent | Remaining Balance | Outstanding | Commitments | Net Available |
| \$38985.64                  | \$726.14    | \$38259.50        | \$462.16    | \$21527.82  | \$16269.52    |

| Monthly Cash Flow Analysis            |                |                          |                        |                                  |               |
|---------------------------------------|----------------|--------------------------|------------------------|----------------------------------|---------------|
| Budget Category                       | Adopted Budget | Total Spent this Month   | Unspent Budget Balance | Outstanding                      | Net Available |
| Office                                | \$35000.00     | \$570.24                 | \$31259.50             | \$439.66                         | \$30797.34    |
| Outreach                              |                | \$155.90                 |                        | \$22.50                          |               |
| Elections                             |                | \$0.00                   |                        | \$0.00                           |               |
| Community Improvement Project         | \$5000.00      | \$0.00                   | \$5000.00              | \$0.00                           | \$5000.00     |
| Neighborhood Purpose Grants           | \$2000.00      | \$0.00                   | \$2000.00              | \$0.00                           | \$2000.00     |
| Funding Requests Under Review: \$0.00 |                | Encumbrances: \$21527.82 |                        | Previous Expenditures: \$3014.36 |               |

| Expenditures |                              |            |   |                                |              |          |
|--------------|------------------------------|------------|---|--------------------------------|--------------|----------|
| #            | Vendor                       | Date       | Description   | Budget Category                | Sub-category | Total    |
| 1            | STORQUEST-WLA/SAWTELLE       | 10/01/2017 | (Credit card transaction)                             | General Operations Expenditure | Office       | \$208.00 |
| 2            | THE WEB CORNER               | 10/01/2017 | (Credit card transaction)                             | General Operations Expenditure | Office       | \$35.00  |
| 3            | THE WEB CORNER               | 10/01/2017 | (Credit card transaction)                             | General Operations Expenditure | Office       | \$150.00 |
| 4            | St. Andrew's Lutheran Church | 10/13/2017 | FUNDING MOTION: ST ANDREW'S CHURCH MEETING ROOM - ... | General Operations Expenditure | Office       | \$25.00  |
| 5            | Copyland                     | 09/18/2017 | Funding Motion: 9/12/17, 13A MVCCa...                 | General Operations Expenditure | Office       | \$134.72 |
| 6            | Copyland                     | 09/18/2017 | Mar Vista Art Walk is a signature event of the com... | General Operations Expenditure | Outreach     | \$74.01  |
| 7            | Copyland                     | 09/29/2017 | Mar Vista Art Walk is a signature event of the com... | General Operations Expenditure | Outreach     | \$81.89  |
| 8            | Copyland                     | 09/29/2017 | MVCC agrees to pay up to \$1000/yr for pr...          | General Operations Expenditure | Office       | \$17.52  |

|                  |                 |
|------------------|-----------------|
| <b>Subtotal:</b> | <b>\$726.14</b> |
|------------------|-----------------|

| <b>Outstanding Expenditures</b> |                              |             |   |                                |                     |                 |
|---------------------------------|------------------------------|-------------|---|--------------------------------|---------------------|-----------------|
| <b>#</b>                        | <b>Vendor</b>                | <b>Date</b> | <b>Description</b>                                    | <b>Budget Category</b>         | <b>Sub-category</b> | <b>Total</b>    |
| 1                               | St. Andrew's Lutheran Church | 11/13/2017  | FUNDING MOTION: ST ANDREW'S CHURCH MEETING ROOM - ... | General Operations Expenditure | Office              | \$25.00         |
| 2                               | St. Andrew's Lutheran Church | 12/13/2017  | FUNDING MOTION: ST ANDREW'S CHURCH MEETING ROOM - ... | General Operations Expenditure | Office              | \$25.00         |
| 3                               | St. Andrew's Lutheran Church | 01/13/2018  | FUNDING MOTION: ST ANDREW'S CHURCH MEETING ROOM - ... | General Operations Expenditure | Office              | \$25.00         |
| 4                               | St. Andrew's Lutheran Church | 02/13/2018  | FUNDING MOTION: ST ANDREW'S CHURCH MEETING ROOM - ... | General Operations Expenditure | Office              | \$25.00         |
| 5                               | St. Andrew's Lutheran Church | 03/13/2018  | FUNDING MOTION: ST ANDREW'S CHURCH MEETING ROOM - ... | General Operations Expenditure | Office              | \$25.00         |
| 6                               | St. Andrew's Lutheran Church | 04/13/2018  | FUNDING MOTION: ST ANDREW'S CHURCH MEETING ROOM - ... | General Operations Expenditure | Office              | \$25.00         |
| 7                               | St. Andrew's Lutheran Church | 05/13/2018  | FUNDING MOTION: ST ANDREW'S CHURCH MEETING ROOM - ... | General Operations Expenditure | Office              | \$25.00         |
| 8                               | St. Andrew's Lutheran Church | 06/13/2018  | FUNDING MOTION: ST ANDREW'S CHURCH MEETING ROOM - ... | General Operations Expenditure | Office              | \$25.00         |
| 9                               | St. Andrew's Lutheran Church | 10/16/2017  | FUNDING MOTION: ST ANDREW'S CHURCH MEETI...           | General Operations Expenditure | Office              | \$25.00         |
| 10                              | Rob Kadota                   | 10/17/2017  | Funding Motion" MVCC approves the expenditure...      | General Operations Expenditure | Office              | \$6.66          |
| 11                              | StorQuest WLA-Sawtelle       | 10/17/2017  | Funding motion" MVCC approves the expenditure...      | General Operations Expenditure | Office              | \$208.00        |
| 12                              | Melissa Stoller              | 10/23/2017  | The MVCC approves reimbursement to Melissa Stoller... | General Operations Expenditure | Outreach            | \$22.50         |
| <b>Subtotal: Outstanding</b>    |                              |             |   |                                |                     | <b>\$462.16</b> |

StorQuest - West Los Angeles / Sawtelle  
2531 Sawtelle Blvd.  
Los Angeles, CA 90064  
(310) 477-6964

**Payment Receipt**

---

**Transaction Date:** Sep 30, 2017  
**Transaction Number:** 1042718308  
**Account Name:** Kadota, Rob  
**Account Number:** 1003314483  
**Agent:** A AP

Kadota, Rob  
3759 Barry Ave

Los Angeles , CA 90066

---

| <b>Charge Date</b> | <b>Item Description</b>                                    | <b>Amount</b> |
|--------------------|--|---------------|
| Sep 30, 2017       | Unit 30 Rent: (Sep 30, 2017 thru Oct 29, 2017)             | \$196.00      |
| Sep 30, 2017       | Insurance 3,000 coverage: (Sep 30, 2017 thru Oct 29, 2017) | \$12.00       |

---

**Charges Summary:**  
**Charges:** \$208.00  
**Tax:** \$.00  
**Total Charges:** \$208.00

**Payment Summary:**  
**Total Tendered:** \$208.00  
**Change:** \$.00

---

| <b>Payment Method</b> | <b>Reference</b> | <b>Amount</b> |          |
|-----------------------|------------------|---------------|----------|
| Customer Signature    | MasterCard       | xxxxx6823     | \$208.00 |

# Invoice

**The Web Corner, Inc.**  
 19509 Ventura Blvd.  
 Tarzana CA 91356  
 (818) 345-7443

| Date      | Invoice # | Due Date  |
|-----------|-----------|-----------|
| 10/1/2017 | 15546     | 10/1/2017 |

**PAID**  
 10/01/2017

|   |
|---|
| Bill To   |
| Mar Vista Neighborhood Council<br>Sarah Auerswald |

| P.O. No. | Terms | Project |
|----------|-------|---------|
|          |       |         |

| Quantity | Description   | Rate | Amount |
|----------|---|------|--------|
| 10       | Email Standard Mailboxes:<br>10 Accounts for marvista.org | 3.50 | 35.00  |

|  |                         |          |
|--|-------------------------|----------|
| Please remit payment at your earliest convenience.<br><br>Thank you for your business! | <b>Total</b>            | \$35.00  |
|  | <b>Payments/Credits</b> | -\$35.00 |
|  | <b>Balance Due</b>      | \$0.00   |

# Invoice

**The Web Corner, Inc.**  
 19509 Ventura Blvd.  
 Tarzana CA 91356  
 (818) 345-7443

| Date      | Invoice # | Due Date  |
|-----------|-----------|-----------|
| 10/1/2017 | 15547     | 10/1/2017 |

**PAID**  
 10/01/2017

|   |
|---|
| Bill To   |
| Mar Vista Neighborhood Council<br>Sarah Auerswald |

| P.O. No. | Terms | Project |
|----------|-------|---------|
|          |       |         |

| Quantity | Description  | Rate   | Amount |
|----------|--|--------|--------|
| 1        | Monthly Maintenance: includes up to 1 hour for; phone support, web development, requests, & website adjustment | 150.00 | 150.00 |

|  |                         |           |
|--|-------------------------|-----------|
| Please remit payment at your earliest convenience.<br><br>Thank you for your business! | <b>Total</b>            | \$150.00  |
|  | <b>Payments/Credits</b> | -\$150.00 |
|  | <b>Balance Due</b>      | \$0.00    |



11555 National Blvd.  
Los Angeles, CA 90064  
T: 310-477-0256  
F: 310-477-1697  
office@standrews-wla.org

**Date Issued:** September 8, 2017

**Bill To:** Mar Vista Community Council

| <u>Description</u>               | <u>Rate</u> | <u>Time</u> | <u>Total</u> |
|----------------------------------|-------------|-------------|--------------|
| <i>Library Rental – 09/02/17</i> | \$25/hr     | 1hr         | \$25         |
| <b>Total Balance Due:</b>        |             |             | <b>\$25</b>  |



8/26/2017



Copyland Inc.  
11717 W. Pico Blvd West Los Angeles  
Los Angeles, California 90064  
310-479-3957  
(FAX)310-473-1716

# Invoice

## 59859

8/24/2017

Rob Kadota  
Mar Vista Community Council  
PO Box 66871  
Los Angeles CA 90066  
Phone: 310-628-4095  
E-mail: rob@marvista.org

|       |  |        |
|-------|--|--------|
| 1,000 | 500 Business Cards Printed 4/0 on 16 pt matte coated cardstock - 1/8" round corners Gang<br>Run 2 Names - Elliot Hanna, Holly Tilson | 122.90 |
|-------|--|--------|

0.00

Sales Rep: andre  
Taken by: System  
Please pay from this invoice.

Thank you!

Ship Via: Deliver  
Wanted: Sat 8/26  
500 Business Cards Printed 4/4 on  
14pt matte coated cardstock - round

|            |        |
|------------|--------|
| SUBTOTAL   | 122.90 |
| TAX        | 11.37  |
| SHIPPING   |        |
| TOTAL      | 134.27 |
| AMOUNT DUE | 134.27 |



7/31/2017



Copyland Inc.  
11717 W. Pico Blvd West Los Angeles  
Los Angeles, California 90064  
310-479-3957  
(FAX)310-473-1716

# Invoice

## 59505

7/29/2017

Mar Vista Community Council  
PO Box 66871  
Los Angeles CA 90066  
Phone: 310-628-4095  
E-mail: rob@marvista.org

*art walk*

50                      Color, 12 x 18 White 80# 80 lb Gloss Cover Semi Gloss, digital print on 1 side                      67.74

Sales Rep: Ashley  
Taken by: Ashley  
Please pay from this invoice.

Thank you!

Ship Via: Deliver  
Wanted:  
Color

|            |       |
|------------|-------|
|            | 0.00  |
| SUBTOTAL   | 67.74 |
| TAX        | 6.27  |
| SHIPPING   |       |
| TOTAL      | 74.01 |
| AMOUNT DUE | 74.01 |





Copyland Inc.  
 11717 W. Pico Blvd West Los  
 Angeles  
 Los Angeles, California 90064  
 310-479-3957  
 (FAX)310-473-1716

# Invoice

## 59986

9/2/2017

**Rob Kadota**  
**Mar Vista Community Council**  
**PO Box 66871**  
**Los Angeles CA 90066**  
**Phone: 310-628-4095**  
**E-mail: rob@marvista.org**

|     |   |       |
|-----|---|-------|
| 300 | MAR VISTA ART WALK:Color Postcard for September 7th Flyer, 4.3 x 4.3 White # 14 pt<br>Gloss Cover Semi Gloss, digital print on 1 side | 74.96 |
|-----|---|-------|

0.00

Sales Rep: Margaret  
 Taken by: Margaret  
 Please pay from this invoice.

Ship Via: Deliver  
 Wanted:  
 MAR VISTA ART WALK:Color  
 Postcard for September

|            |       |
|------------|-------|
| SUBTOTAL   | 74.96 |
| TAX        | 6.93  |
| SHIPPING   |       |
| TOTAL      | 81.89 |
| AMOUNT DUE | 81.89 |

Thank you!





Copyland Inc.  
11717 W. Pico Blvd West Los Angeles  
Los Angeles, California 90064  
310-479-3957  
(FAX)310-473-1716

# Invoice

## 60014

9/6/2017

**Rob Kadota**  
**Mar Vista Community Council**  
**PO Box 66871**  
**Los Angeles CA 90066**  
**Phone: 310-628-4095**  
**E-mail: rob@marvista.org**

30 B&W - transportaion and infrastructure , 8.5 x 11 White 20# 20lb White Bond Smooth, copied on 2 sides 16.04

0.00

Sales Rep: andre  
Taken by: andre  
Please pay from this invoice.

Ship Via: Deliver  
Wanted:  
B&W - transportaion and infrastructure

Thank you!

|            |       |
|------------|-------|
| SUBTOTAL   | 16.04 |
| TAX        | 1.48  |
| SHIPPING   |       |
| TOTAL      | 17.52 |
| AMOUNT DUE | 17.52 |

