

Department of Neighborhood Empowerment

Reporting Month: **OCTOBER**

NC Name: **Tarzana NC**

Budget Fiscal Year: **2015 - 2016**

Submitted: #####

MONTHLY EXPENDITURE REPORT



FILL IN ALL THE UNSHADED (WHITE) FIELDS (Must be submitted to the Department within 10 days of Board Approval along with documentation and hard copy)

A	Date / Item / Service Description	BUDGET CATEGORY	VENDOR	INVOICE NUMBER	OUT OF STATE VENDOR	Reportable	TOTAL
1	10/2/15 Water & Supplies/Movies in the Park	OUTREACH	Costco	9418		1099	\$62.32
2	10/5/15 Pizzal/Food/ Movies in the Park	OUTREACH	Amezi	5700			\$284.50
3	10/6/15 Mailing List Maintenance	OUTREACH	Net Atlantic	1002581-102			\$45.00
4	10/16/15 Board Minutes/Transcription	OPERATIONS	AppleOne	S3194743			\$212.76
5	10/19/15 Food for VANC Forum & Spring Mixer	OUTREACH	JCS Catering	111215			\$400.00
6	10/19/15 Hard Drive for computer storage/misc	OPERATIONS	Best Buy	54414483994922			\$92.62
7	10/20/15 Web site maintenance	OUTREACH	The Web Corner	12327			\$150.00
8	10/26/15 Telephone Service (4-items)	OPERATIONS	Skype	854665681			\$55.00
9	10/28/15 Pizza for Board Meeting	OPERATIONS	Amezi	05533			\$60.40
10	10/30/15 Toner/Budget Committee	OPERATIONS	LD Products	72462721			\$50.95
11							
12							
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)							\$1,413.55
B CUMULATIVE EXPENDITURES FROM PRIOR MONTHS							\$2,073.89
C OUTSTANDING COMMITMENTS							
C 1. Outstanding Checks (checks that have been issued, but have not yet cleared the account)							
C 2. Rent/Lease							
C 3. Contractual Services							
C 4. Large Purchases							
C 5. Neighborhood Purpose Grants (pending or in process)							
C 6. Temporary Staffing Services							
C 7. Storage							
C 8. Other Outstanding Commitments ==> Description:							
SUBTOTAL: Outstanding Commitments							\$0.00
D Total Expenditures & Commitments							
E Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc)							\$42,189.74
F Approved Budget 2015 - 2016							\$38,702.30
G Balance of Budget							

Reporting Month: **OCTOBER**
 NC Name: **Tarzana NC**

MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$7,426.11	\$11,250.00	\$18,676.11	\$1,413.55	\$17,262.56

MONTHLY BUDGETARY ANALYSIS					
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	Total Spent in Prior Months (C)	Unspent Budget Balance (D) = A - B - C
100	Operations	\$5,015.00	\$471.73	\$747.56	\$3,795.71
200	Outreach	\$11,740.00	\$941.82	\$1,076.33	\$9,721.85
300	Community Improvement	\$1,200.00	\$0.00	\$0.00	\$1,200.00
400	NPG	\$1,750.00	\$0.00	\$250.00	\$1,500.00
500	Elections	\$6,000.00	\$0.00	\$0.00	\$6,000.00
900	Unallocated	\$16,484.74	\$0.00	\$0.00	\$16,484.74
	TOTAL	\$42,189.74	\$1,413.55	\$2,073.89	\$38,702.30

NEIGHBORHOOD COUNCIL DECLARATION

We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and will furnish additional documentation to the Department of Neighborhood Empowerment upon request.

Treasurer Signature		Signer's Signature	
Print Name	Harvey Goldberg	Print Name	Len Shaffer
Date	12/2/2015	Date	12/2/2015
NC Additional Comments	Includes \$189.74 from FYE6/30/15 owed to TNC by DONE; case# 7123. Doesn't include \$68.00 of overdraft fees due to late funding by DONE; case # 8027		

Revision Date 1-26-15

Reporting Month: **OCTOBER**
 NC Name: **Tarzana NC**



STATEMENT OF ACCOUNTS

Statement Number: ~~XXXXXXXXXX~~
10/01/15 - 10/30/15

UNION BANK
CENTURY CITY 0206
PO BOX 512380
LOS ANGELES CA 90051-0380

Telephone Banking
For 24-hour Automated Direct Service
800-238-4486
800-826-7345(TDD)
Representatives are available
Monday through Saturday

To open additional accounts,
or apply for loans, call your
banking office at 310-551-8900

You may also access your account online
at unionbank.com

Thank you for banking with us
since 2014

TARZANA NEIGHBORHOOD COUNCIL
200 N SPRING ST FL 20
LOS ANGELES CA 90012-4801

Business Basics Checking Summary

Account Number: ~~XXXXXXXXXX~~

Days in statement period: 30

Balance on 10/1	\$		7,358.11
Additions			11,250.00
Subtractions			-1,413.55
		Checks	-362.76
		Payments	-400.00
		Purchases	-650.79
Balance on 10/30	\$		17,194.56
Statement Average Ledger Balance			16,388.46

We waived your service charge this statement period.

Additions

Date	Description/Location	Reference	Amount
10/5	CITY OF LOS ANGE EFT PAYMT PPD *****0735	58712108 \$	11,250.00

Checks

Number	Date	Reference	Amount	Number	Date	Reference	Amount
5058	10/16	06976782	212.76	5059	10/20	06787792	150.00
Total						\$	362.76

APPLE ONE *WEB CORNER*

Payments *online and electronic banking*

Date	Description/Location	Reference	Amount
10/19	JCS CATERING COM ONLINE PMT WEB UN1054031107POS	58435646 \$	400.00

Purchases *ATM card and Debit card™ purchases*

Date	Description/Location	Reference	Amount
10/2	COSTCO WHS E #04 NORTHRIDGE CA	73707255 \$	62.32
10/5	AMECI PIZZ WOODLAND HIL CA WOODLAND HIL CA	71182610	284.50
10/6	NET ATLANT SALEM MA SALEM MA	72742016	45.00
10/19	BEST BUY # 21601 VICTORY B CANOGA PARK CA	72456561	92.62

Purchases *ATM card and Debit card™ purchases*

<i>Date</i>	<i>Description/Location</i>	<i>Reference</i>	<i>Amount</i>
10/26	SKYPE SUBS LUXEMBOURG LU LUXEMBOURG LU	70902341	10.00
10/26	SKYPE 4400000000 GB 4400000000 GB	70902345	10.00
10/26	SKYPE 44870835190 GB 44870835190 GB	70902344	10.00
10/26	SKYPE SUBS LUXEMBOURG LU LUXEMBOURG LU	70902343	25.00
10/28	AMECI PIZZ WOODLAND HIL CA WOODLAND HIL CA	72165332	60.40
10/30	LD-INKJETS 08883212552 CA 08883212552 CA	73535772	50.95
Total			\$ 650.79

Information and Banking Office Services**For each monthly statement period your account includes:**

- Unlimited free Information Services calls to 24-hour Automated Direct Service
- Banking office Information Services calls are \$0.00
- Banking office deposits are \$0.00

Your account was not charged for information and banking office services during the statement period.

MOVIES IN THE PARK



Northridge #437
8810 Tampa Ave
Northridge, CA 91324
(818) 775-1860

3T Member 111840543248
** Begin Bottom Of Basket
E 998876 KS WATER**** 6.69
E 7000000000 CA REDEMP VA 3.50
** Bottom Of Basket Item Count 1
E 998876 KS WATER**** 6.69
E 7000000000 CA REDEMP VA 3.50
E 998876 KS WATER**** 6.69
E 7000000000 CA REDEMP VA 3.50
E 998876 KS WATER**** 6.69
E 7000000000 CA REDEMP VA 3.50
E 738392 KS NAPKINS 8.49 A
E 638988 500 PLATES 11.29 A
SUBTOTAL 60.54
TAX 1.78
**** TOTAL 62.32

XXXXXXXXXXXX1390 SWIPED
Seq#: 9418 App#: 796737
EFT/Debit Resp: APPROVED
Tran ID#: 527500009418....
Merchant ID: 99043711

APPROVED - Purchase
AMOUNT: \$62.32
CASHBACK: \$0.00

EFT/Debit 62.32
CHANGE 0.00

A 9.00% TAX 1.78
TOTAL TAX 1.78
TOTAL NUMBER OF ITEMS SOLD = 6

10/02/2015 10:54 437 9 9 52
OP#: 52 Name: JOSE Me. Combo

Thank You!

Please Come Again!

Whse:437 Trm:9 Trn:9 OP:52

Total BOB Item Count = 1



SERVER TABLE NO. GUESTS DATE 05700

Handwritten notes on the table grid: '15' and '10' in the first two columns, and a circled 'D' and a circled 'SP' in the second column. The rest of the grid is empty.

ESTHER TANZAU
PARK

912-0607
SUB-TOTAL
TAX
TOTAL \$284.50

DATE AMOUNT 05700



MOVIES IN THE PARK

440241798887
AMECCHI PIZZA & PASTA
19803 VENTURA BLVD.
HOLLAND HILLS, CA 91364
818-348-7900

Ref ID: 001
Sale
Entry Method: SWIPED
13 24 15
Appr Code: 000008
Batch#: 000000
Date: 10/02/15
Time: 10:54
Amount: \$62.32
Tip: \$
Total: \$

Customer Copy
THANK YOU!

Department of Neighborhood Empowerment Funding Request Form



NC NAME: Tarzana NC
 Budget Fiscal Year: 2014-15 - 2015-16
 Request Date: 8/25/2015
 Meeting Date: 8/25/2015
 Agenda Item: 9

Requestor: Esther Wieder
 Vendor: TO BE DETERMINED
 Address: _____
 City: _____ State: _____
 Zip Code: _____ Phone: _____
 Amount: \$ 675- # of payments: 1

- Operations Outreach NC Sponsored Event Neighborhood Purpose Grant
 Contract / Lease Board Member Reimbursement Community Improvement Project
 Out of State 1099 Expense One Time Expense Monthly Multiple

If a bank card exemption of the daily \$1,000 limit is required for this request, please provide the date(s) and amount needed for the daily limit to be lifted:

Public Benefit Description: ERAN WARRAN / JON
 Approve the request from the Outreach Committee for expenses for Movie Night on Oct 2nd. \$300 for food and related items and \$125 for advertising sign updates, all to be classified as Outreach, Events, Movie Night from Unallocated. \$500.00 NTE

Board Member Name	Board Position	Yes	No	Absent	Not Listed	Other	Unavailable
WEIDER ESTHER	Board Member	X					
Correll, Robin	Board Member	X					
Dori, Reuben	Board Member	X					
Flehinger, Max	Executive Secretary	X					
Garfinkle, David	Board Member	X					
Goldberg, Harvey	Treasurer	X					
Green, Joyce	Board Member	X					X
Greenwood, Sott	Board Member						
Heissler, Eran	1st Vice President	X					
Hossaini, Sayed	Board Member	X					X
Lawler, Paul	Board Member						
Reich, Jonathon	2nd Vice President	X					X
Safarian, Linda	Board Member						
Schwartz, Kenneth	Board Member	X					
Shaffer, Leonard	President	X					
Silverman, Richard	Board Member	X					
Singh, Sukh	Board Member	X					X
Toren, Ornit	Board Member						
Weidman, Susan	Board Member	X					
Wertheim, Allen	Board Member	X					
NC Quorum: <u>16</u>	Grand Total (including page 2): <u>16</u>						

We hereby certify that the information provided on this form is true and correct. I understand that the Department will transfer the funds to the account specified on this form and that the Department will not be responsible for any additional cash requests if the account is not checked.

Treasurer's Signature: Harvey Goldberg Date: 8/25/15
 Board Signature: Leonard J. Shaffer Date: 8/25/15
 Contract CIP Advanced Payment Approved Staff Initials: _____
 >\$2,500 NPG Sponsored Event Denied 1st Level: _____
 2nd Level: _____ Authorization Code: _____

16 yes

Net Atlantic, Inc.
10 Federal St., Suite 26
Salem, MA 01970
978-219-1920

INVOICE



Harvey Goldberg
Tarzana Neighborhood Council
19798 Greenbriar Drive
Tarzana, CA 91356

Invoice Summary	
Account	1002581
Reference	Invoice 1002581-102
Date	2015-10-01
Due Date	2015-10-31
Total (\$)	45.00
Amount Due (\$)	0.00

Description	Amount (\$)
Pro Bandwidth Usage Max: 0.226 GB Service Name: 'tarzana-neighborhood-council'	0.00
Pro Anno List Max: 3013 Members Service Name: 'tarzana-neighborhood-council'	45.00

PAID IN FULL

Please tear off and return the bottom portion with your payment. Thank you.

Harvey Goldberg
Tarzana Neighborhood Council
19798 Greenbriar Drive
Tarzana, CA 91356



Payment Summary	
Account	1002581
Reference	Invoice 1002581-102
Due Date	2015-10-31
Amount Due (\$)	0.00

Net Atlantic, Inc.
10 Federal St., Suite 26
Salem, MA 01970



AppleOne

AppleOne Employment Services
P.O. Box 29048
Glendale CA 91209-9048
Tel: 818-240-8688
Email: specialbillings@ain1.com
TIN: 95-2580864

CITY OF LOS ANGELES
Attn: Jeff Brill
TARZANA NC
P.O. BOX 571016
TARZANA, CA 91357

Invoice

Customer No: 00950101
Site No: 0048
Period Ending: September 2015
Invoice Date: 09/30/2015
Invoice No: S3194743
Amount Due: \$212.76
Payment Term: NET 30 DAYS

Supervisor	Name	Weekend	Inv Date	Ref Inv No	Reg Hr	Reg Rate	OT Hr	OT Rate	DT Hr	DT Rate	Misc Hr	Misc Rate	ACA Hr	ACA Rate	Tax	Amount
KRAMER, PATRICIA		09/26/2015	09/30/2015	01-3794659	9.00	\$23.10	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	9.00	\$0.54	\$0.00	\$212.76
Grand Total Invoice Amount																

Please remit payment to: AppleOne Employment Services

P.O. Box 29048
Glendale, CA 91209-9048

Employee's minutes

FACT # 5274

Invoice	01-3794659	Line 1,2	Kramer, Patricia	XQ75392415
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Web TimeCard

Imaged on 9/29/2015

Client Name: City of Los Angeles D.O.N.E. (009501010048)

Employee Name: Kramer, Patricia

Serial Number: XQ75392415

Week Ending: 9/26/2015

Day	Date	IN	OUT	Lunch	Total	Reg	Over	Double
Mon	9/21/2015	8:00 AM	5:00 PM	1:00	8:00	8:00	0:00	0:00
Tue	9/22/2015	8:00 AM	9:00 AM	0:00	1:00	1:00	0:00	0:00

SubTotals 09:00 09:00 00:00 00:00

Submitted By: Patricia Kramer | 341248 on 9/28/2015
 Preapproved By: <not available> on <not available>
 Approved By: LEONARD SHAFFER | 122196 on 9/28/2015
 Processed By: Igarciia on 9/28/2015

Valley Alliance of
Neighborhood Councils
VANC

VANC Executive Committee

Jill Banks Barad
founder & chair

Glenn Bailey

Cindy Cleghorn

Judith Daniels

Kathy Delle Donne

Mary Garcia

Linda Gravani

Ginny Hatfield

Lydia Drew Mather

Mike O'Gara

Mark Seigel

Vic Viereck

Tony Wilkinson

Thanks to our Forum Sponsors

Canoga Park NC

Chatsworth NC

Granada Hills South

Greater Valley Glen

Midtown North Hollywood NC

Northridge East NC

Northridge West NC

Sherman Oaks NC

Studio City NC

NC Valley Village

Van Nuys NC

DONE

...partial list

Valley Alliance of Neighborhood Councils

Presents

VANC Resource Board Forum

Thursday, November 12, 2015

5:30 p.m. - 9:15 p.m.

CBS Studios

Carla's Café

4024 Radford Avenue, Studio City

Refreshments, Cash Bar

- **General Session Panel:**

"What it means to be on the Neighborhood Council?"

Yes, you can affect City Council and City departments! Neighborhood Council leaders will share their knowledge and experiences including - time commitment, involvement on committees, and how to get along with your fellow Boardmembers. Discussion topics designed for current council members as well as potential Board members.

- **Workshops** (*Choose one*)

1. **"Leadership Skills"**

What are the traits of a leader? How to set goals and priorities, build a team, motivate and influence others. How to create an Executive Committee, plan a Retreat, streamline your meeting.

2. **"Why and How to File a Community Impact Statement (CIS)"**

How to take Action after a Board vote, search the City Council File management system, keep track of Council Files. How to go on record and be heard! Discover current issues facing neighborhood councils and decide if your neighborhood council should weigh in.

RSVP by November 6. Reservations are REQUIRED.

Names will be held at the studio gate.

**email RSVP with your NAME and
name of your NEIGHBORHOOD COUNCIL to:**

VANC@empowerLA.org

Harvey Goldberg

From: jbbarad@roadrunner.com
Sent: Sunday, September 20, 2015 10:15 AM
To: jbbarad@roadrunner.com
Subject: VANC Workshops in November
Attachments: VANCWorkshopsandMixer.docx

Dear Representatives and Friends of VANC:

We have heard you! We will conduct a VANC Resource Board Forum, the evening of November 12 at CBS Studios in Studio City with a panel on "Expectations of NC Board members" and workshop sessions on "Leadership Skills", and "How to file a Community Impact Statement (CIS).

Information about the Forum and how your Council can become a Sponsor is attached. We will be sending a flyer out shortly that can be distributed to your NC Board members and key committee members. Let us know ASAP if your NC will be a Spomsor.

We look forward to seeing you at the November VANC workshops and having your NC be a Sponsor of this important upcoming VANC event. Our Anniversary Mixer is scheduled for March 10, 2016...a great networking event!

In the meantime, mark October 8 on your calendar for the next regular VANC meeting.

Best ,

Jill Banks Barad, Founder and Chair

**Department of Neighborhood Empowerment
Funding Request Form**



NC NAME: Tarzana NC

Budget Fiscal Year: 2015-16

Request Date: 9/29/2015

Meeting Date: 9/29/2015

Agenda Item: 12

Requestor: Valley Alliance of NCs

Vendor: _____

Address: _____

City: _____ State: _____

Zip Code: _____ Phone: _____

Amount: \$ 400

- Operations Outreach NC Sponsored Event Neighborhood Purpose Grant
 Contract / Lease Board Member Reimbursement Community Improvement Project
 Out of State 1099 Expense One Time Expense Monthly Multiple

of payments

If a bank card exemption of the daily \$1,000 limit is required for this request, please provide the date(s) and amount needed for the daily limit to be lifted:

Public Benefit Description

approve the request from VANC to support their two annual functions; a Fall Planning Forum and a Spring Mixer. These were previously budgeted at \$200.00 each for a total of \$400.00. This request is to authorize payment to a vendor of VANC's choice.

HARVEY / ERAN

Vote Count (Continued on page 2 if more than 20 Board Members)

*Recused-Boardmember must leave the room prior to any discussion and may not return to the room until after the vote is completed.

Board Member Name	Board Position	Yes	No	Abstain	*Recused	Absent	Ineligible
	Board Member						
Correll, Robin	Board Member					X	
Dori, Reuben	Board Member	X					
Flehinger, Max	Executive Secretary	X					
Garfinkle, David	Board Member	X					
Goldberg, Harvey	Treasurer	X					
Green, Joyce	Board Member	X					
<i>JEFF</i>	Board Member	X					
Heissler, Eran	1st Vice President	X					
Hossaini, Sayed	Board Member					X	
	Board Member						
Reich, Jonathon	2nd Vice President	X					
Safarian, Linda	Board Member	X					
Schwartz, Kenneth	Board Member	X					
Shaffer, Leonard	President	X					
Silverman, Richard	Board Member	X					
Singh, Sukh	Board Member	X					
Toren, Ornit	Board Member					X	
Weidman, Susan	Board Member					X	
Wertheim, Allen	Board Member	X					
NC Quorum: <u>18</u>	Grand Total (including page 2):	<u>4</u>	<u>0</u>	<u>0</u>			

We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with the Brown Act, where with a quorum of Board Members present, the Council approved the above action.

Once the Department approves a Funding Request submitted, the Department will transfer the requested amount into the Neighborhood Council's checking account automatically, i.e. no additional Cash Request Form is required.

Treasurer's Signature: <i>Harvey Goldberg</i>	Signer's Signature: <i>Leonard J. Shaffer</i>
Print/Type name: <u>Harvey Goldberg</u>	Print/Type name: <u>Leonard J. Shaffer</u>
Date (mm/dd/yy): <u>9-29-15</u>	Date (mm/dd/yy): <u>9-29-15</u>
Department Use Only <input type="checkbox"/> Contract <input type="checkbox"/> CIP <input type="checkbox"/> Advanced Payment <input type="checkbox"/> Approved <input type="checkbox"/> >\$2,500 <input type="checkbox"/> NPG <input type="checkbox"/> Sponsored Event <input type="checkbox"/> Denied	Staff Initials: _____ 1st Level: _____ 2nd Level: _____ Authorization Code: _____

Valley Alliance of Neighborhood Councils

VANC

Dear VANC Representatives and Friends,

The Valley Alliance of Neighborhood Councils (VANC), the oldest and largest neighborhood council alliance in the City, represents all 34 Neighborhood Councils in the San Fernando Valley. VANC offers educational and outreach opportunities as well as monthly meetings with guest speakers.

VANC has scheduled two events for this fiscal year, the first one will be an educational forum organized by the VANC Resource Board to be held on Thursday evening, November 12, 2015, and the second event will be our 13th Anniversary Mixer on Thursday, March 10, 2016. Both events will be held at CBS Studios in Studio City.

VANC RESOURCE BOARD Forum: November 12, 2015

We have heard from you! We asked VANC neighborhood council representatives which workshops would be most helpful for their members. Based on the responses we received, we are conducting a Forum to address these three topics:

- **“What to expect as a Board member of a Neighborhood Council”**,
**General Session for everyone.* What is the time commitment, involvement on committees, what is a “team player”, can you affect City Hall? Panel discussion intended for current Board members as well as *potential* candidates for a neighborhood council!
- **Choose one of the following workshops:*
• **“Leadership Skills”**: What makes a Leader? What are the key behaviors? What makes teams work? How to motivate your Board and committees, How to set your Vision, goals, priorities. Importance of an Executive Committee and Board Retreat, Setting the tone at meetings.
- **“How to file a Community Impact Statement (CIS)”**: Action after a Board vote, search the City Council File management system, keep track of any Council File that may exist. *How to go on the record and be heard.*

There is something for everyone!

As you may know, our VANC events are very well attended to overflow audiences and are always free for your Board members and committee members to attend. But there is a cost – primarily for refreshments which are offered during the evening, thanks to the generosity of our event Sponsors.

All neighborhood councils that contribute will be listed as Sponsors on the event flyer and program and are thanked publicly.

This year, the VANC Executive Board is suggesting that each of our Valley councils consider contributing a total of \$500 for the *two* events. Paying the total will enable your council to make one Motion and one payment, *although that is not required*. We have developed this procedure with DONE to make it easier for your Board and for your Treasurer to process the contribution this fiscal year. DONE has always been supportive of our events and will be a Sponsor again this year as well.

All contributions are appreciated, no matter what amount. Councils that do not contribute now may Sponsor the March event. Your Board members may attend events even if your Neighborhood Council does not wish to be a Sponsor.

What you need to do:

- 1.) Your Neighborhood Council must pass a Motion at a properly posted meeting.
- 2.) *The only paperwork DONE requires is the funding form. You **do not** need an event form. **No pre-approval is required.** The funding form description should state: " Payment for VANC outreach and education events for Neighborhood Councils: Resource Board Training November 12, 2015 and VANC Mixer March 10, 2016."* (The Department has approved the advance payment for the second event).
- 3.) Your Treasurer/second signatory needs to send a check no later than November 2 payable to **JCS Catering Company**.
(See address below for Vic Viereck, VANC Treasurer, who will collect the checks).
- 4.) After your payment is made, each council will receive an invoice listing your contribution. This procedure has been approved by DONE.

If your Treasurer prefers to make two payments, please let Vic know so that he can keep the books straight. If there are questions about the procedures, please contact Vic (vicviereck@sbcglobal.net) or Judith Daniels (judi13@gmail.com). **Please include "VANC" in the subject line.**

Send checks payable to JCS Catering Company by November 2 to:W

Victor N. Viereck
12702 Tiara Street
Valley Village, CA 91607

Thank you to those neighborhood councils who have already voted to be a Sponsor; we appreciate your continued support. I hope to see *every* council represented at our VANC Forum!

Best regards,

Jill Banks Barad
Founder and Chair VANC

The Web Corner, Inc.
 19509 Ventura Blvd
 Tarzana, CA 91356

Invoice

Date	Invoice #
10/1/2015	12327

Bill To Tarzana Neighborhood Council PO Box 571016 Tarzana, CA 91357

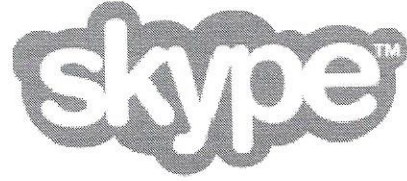
PAID
10/20/2015

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	Phone Support and General Web Development	150.00	150.00
Total			\$150.00

From: Skype [mailto:noreply@alerts.skype.com]
Sent: Saturday, October 24, 2015 9:15 AM
To: lenjs@earthlink.net
Subject: We've delivered your order

This is an automated email. please don't reply.



Hi Leonard,

We've delivered your order

Your Skype Number is now ready for you to use. In some cases you may have to wait up to an hour for your Skype Number to be activated. If you have any problems, [visit our support section](#) on skype.com.

Next steps

Here's your Skype Number: +1 818 921 4992. Share it with family and friends:



PAID →	10 -
✓	10 -
✓	10 -
✓	25 -
	<u># 55 -</u>
PRIOR CREDIT	<u>5 -</u>
TOTAL	<u><u>60 -</u></u>

Here are your purchase details:

Skype Name: tarzananc
Product name: Online Number, 12 month subscription (+1 818 921 4992)
Total amount: \$60.00
Transaction date: Oct 24, 2015
Order number: 854665681
Order status: Delivered

View the Terms of Use for this order in your [purchase history](#).

Please note: This is a recurring payment (not applicable to subscriptions redeemed via a voucher code).

We have stored your payment method and you will be charged each time your subscription automatically renews until you cancel. You can cancel any time in My account under Skype Number.

Skype Numbers are not refundable after purchase as they are deemed "used" when allocated to you.

ADMIN MISC.

WELCOME TO BEST BUY #116
21601 VICTORY BLVD
CANOGA PARK, CA 91303
(818) 713-1007

Keep your receipt!



Val #: 000135-419564-580897-470194-667535-123
0116 054 1953 10/17/15 14:48

7869183 WDBBKD0020B 84.99
WD 2TB MY PASSPORT ULTRA CLASS
45.00 SALE DISCOUNT
Sales Tax 7.63

SUBTOTAL 84.99
Sales Tax 7.63

TOTAL 92.62

*****1390 Swiped USD\$ 92.62
DEBIT
HARVEY GOLDBERG
APPROVAL 062414
REFERENCE NUMBER: 54414483994922

OTHER SAVINGS: 45.00
TOTAL SAVINGS: 45.00



SERVER TABLE NO. GUESTS DATE 10/21/15 05533

1	
2	4 PIZZAS
3	
4	
5	# 55.40
6	
7	Del +5.00
8	
9	# 60.40
10	
11	
12	
13	
14	5726
15	TOP KA
16	DR
17	

SUB-TOTAL
TAX # 60.40
TOTAL 60.40

DATE AMOUNT 05533



MTS EXP

449247798887
AMECI PIZZA & PASTA
19803 VENTURA BLVD.
WOODLAND HILLS, CA 91364
818-348-7500

Term ID: 001 Ref #: 030

Sale

SALE # XXXXX1398
CARD
Entry Method: Ma
17:00
Appr Code: P
Batch#: 000023
Online

Amount: \$ 60.40
DEC. 5

Customer Copy
THANK YOU!

Department of Neighborhood Empowerment Funding Request Form



NC NAME: Tarzana NC
 Budget Fiscal Year: 2015-16
 Request Date: 9/29/2015
 Meeting Date: 9/29/2015
 Agenda Item: 11

Requestor: Leonard Shaffer
 Vendor: TBD
 Address: _____
 City: _____ State: _____
 Zip Code: _____ Phone: _____
 Amount: \$ _____ NTE \$150
 # of payments

- Operations Outreach NC Sponsored Event Neighborhood Purpose Grant
 Contract / Lease Board Member Reimbursement Community Improvement Project
 Out of State 1099 Expense One Time Expense Monthly Multiple

If a bank card exemption of the daily \$1,000 limit is required for this request, please provide the date(s) and amount needed for the daily limit to be lifted:

Public Benefit
Description

approve the request from the President for the purchase of an external hard drive for NTE \$150.00 to store copies of electronic records and documents.

MOTION: HARVEY ESTHER

Vote Count (Continued on page 2 if more than 20 Board Members)

*Recused-Board member must leave the room prior to any discussion and may not return to the room until after the vote is completed.

Board Member Name	Board Position	Yes	No	Abstain	*Recused	Absent	Ineligible
	Board Member						
Correll, Robin	Board Member					X	
Dori, Reuben	Board Member	X					
Fiehinger, Max	Executive Secretary	X					
Garfinkle, David	Board Member	X					
Goldberg, Harvey	Treasurer	X					
Green, Joyce	Board Member	X					
Heissler, Eran	1st Vice President	X				X	
Hossaini, Sayed	Board Member						
JGFF	Board Member	X					
Reich, Jonathon	2nd Vice President	X					
Safarian, Linda	Board Member	X					
Schwartz, Kenneth	Board Member	X					
Shaffer, Leonard	President	X					
Silverman, Richard	Board Member	X					
Singh, Sukh	Board Member	X					
Toren, Ornit	Board Member					X	
Weidman, Susan	Board Member					X	
Wertheim, Allen	Board Member	X					
NC Quorum: <u>10</u>	Grand Total (including page 2):	<u>15</u>	<u>0</u>	<u>0</u>			

We, the Treasurer and Signer of the above Indicated Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with the Brown Act, where with a quorum of Board Members present, the Council approved the above action.

Once the Department approves a Funding Request submitted, the Department will transfer the requested amount into the Neighborhood Council's checking account automatically, i.e. no additional Cash Request Form is required.

Treasurer's Signature: [Signature]
 Print/Type name: Harvey Goldberg
 Date (mm/dd/yy): 9-29-15

Signer's Signature: [Signature]
 Print/Type name: Leonard J. Shaffer
 Date (mm/dd/yy): 9-29-15

Department Use Only

Contract CIP Advanced Payment Approved
 >\$2,500 NPG Sponsored Event Denied

Staff Initials: _____ 1st Level: _____ 2nd Level: _____ Authorization Code: _____

1 DAY ONLY! SAVE 18% ON INK & TONER!* Use Code **SAVE18**

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If you see any errors with your order call immediately at 888-321-2552. E-mail will not get to us in time to change your address or items before your package ships.

If you have any questions about your order, please contact us.

Please print this page for your records.

Order # 72462721

Email Address: Harveygoldberg@sbcglobal.net

*Budget
Common
APP.*

Shipping Address

Tarzana Neighborhood Council
harvey goldberg
19798 Greenbriar Dr
Tarzana, CA 91356-5442
818-343-8270

Billing Address

Tarzana Neighborhood Council
harvey goldberg
19798 Greenbriar Dr
Tarzana, CA 91356-5442
818-343-8270

Payment Method

Credit Card

Shipping Method

Standard - 1-4 business days

Products Ordered

Part Number	Items Ordered	Qty	Price	Ext. Price
TN450	Compatible Brother TN450 High Yield Toner	3	\$19.00	\$57.00

Subtotal	\$57.00
Shipping & Handling	\$0.00
Discount (18% Off)	-\$10.26
Tax	\$4.21
Grand Total	\$50.95



LD Products, Inc.
3700 Cover Street, Long Beach, CA 90808

PACKING SLIP

Page: 1

Order No: SO-0003281262

Purchase Order No:

Bill To:

harvey goldberg
Tarzana Neighborhood Council
19798 Greenbriar Dr
Tarzana, CA 91356-5442

Ship To:

harvey goldberg
Tarzana Neighborhood Council
19798 Greenbriar Dr
Tarzana, CA 91356-5442

Thank you for ordering
from LDProducts.com.
Please call 888-321-2552
if you have any questions
regarding your purchase.

Date:
10/29/2015

Department
LDPRODUCT

Customer No.
5167538

Alternate Order No.

Tote No.
979862

Qty	Item No.	Description
3	TN450	Comp Brother TN450 HY Black Toner

Go to www.LDProducts.com/account.php for a copy of your invoice.

LD Products, Inc.