

Monthly Expenditure Report



Reporting Month: September 2017 Budget Fiscal Year: 2017-2018

NC Name: Tarzana Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$40721.01	\$1113.83	\$39607.18	\$0.00	\$0.00	\$39607.18

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$10080.00	\$373.83	\$8237.18	\$0.00	\$8237.18
Outreach		\$190.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$8928.57	\$0.00	\$8928.57	\$0.00	\$8928.57
Neighborhood Purpose Grants	\$550.00	\$550.00	\$0.00	\$0.00	\$0.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$1278.99	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	NET ATLANTIC INC	09/04/2017	(Credit card transaction)	General Operations Expenditure	Outreach	\$40.00
2	THE WEB CORNER	09/07/2017	(Credit card transaction)	General Operations Expenditure	Outreach	\$150.00
3	APPLEONE EMPLOYMENT SV	09/12/2017	(Credit card transaction)	General Operations Expenditure	Office	\$184.80
4	RALPHS #0070	09/26/2017	(Credit card transaction)	General Operations Expenditure	Office	\$40.53
5	AMECI PIZZA & PASTA	09/26/2017	(Credit card transaction)	General Operations Expenditure	Office	\$148.50
6	Making Arts Real for Youth Fdn	08/28/2017	The m.a.r.y. foundation is emerging and becoming m...	Neighborhood Purpose Grants		\$550.00
Subtotal:						\$1113.83

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

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

INVOICE



Page 1 of 1

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

Invoice Summary	
Account	1002581
Reference	Invoice 1002581-125
Date	2017-09-01
Due Date	2017-10-01
Total (\$)	40.00
Amount Due (\$)	0.00

Description	Amount (\$)
Pro Bandwidth Usage Max: 0.07 GB Service Name: 'tarzana-neighborhood-council'	0.00
Pro Anno List Max: 2445 Members Service Name: 'tarzana-neighborhood-council'	40.00

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 1002581-125
Due Date	2017-10-01
Amount Due (\$)	0.00

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

TNC NET ATLANTIC 9-1-17

19509 Ventura Blvd
Tarzana, CA 91356

Date	Invoice #
9/1/2017	15435

Tarzana Neighborhood Council
PO Box 571016
Tarzana, CA 91357

PAID
09/06/2017

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	Phone Support and General Web Development	150.00	150.00

Thank you for your business!

\$150.00

TNC WEB CORNER 9-1-17 - INV 15435



AppleOne

AppleOne Employment Services

P.O. Box 29048

Glendale CA 91209-9048

Tel: 818-240-8688

Email: specialbillingvms@ain1.com

TIN: 95-2580864

City of Los Angeles

Attn: Attn: Accounts Payable

200 N. Spring St. Room 2005

Los Angeles, CA 90012

Invoice

Customer No: 00950101

Site No: 0048

Period Ending: 08/05/2017

Invoice Date: 08/09/2017

Invoice No: S6777214

Amount Due: \$184.80

Payment Term: NET 51 DAYS

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	State	Office
KRAMER, PATRICIA	08/05/2017	08/09/2017	01-4575569	8.00	\$23.10	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$184.80	CA	1002
Sub Total For:				8.00		0.00		0.00		0.00		0.00			\$0.00		
Grand Total Invoice Amount				8.00		0.00		0.00		0.00		0.00			\$0.00		
															\$184.80		

Please remit payment to: AppleOne Employment Services

P.O. Box 29048

Glendale, CA 91209-9048

You can now pay electronically through

Visit www.ApplePay.com or Call (866)898-7152 for details5hr 2017
MINUTES

TNC AppleOne Inv 8-9-17

Web TimeCard

Imaged on 8/9/2017

Client Name: City of LA - DONE- TARZANA NC (009501010048)

Employee Name: Kramer, Patricia

Serial Number: XY78845117

Week Ending: 8/5/2017

Day	Date	IN	OUT	Lunch	Total	Reg	Over	Double
Tue	8/1/2017	8:00 AM	5:00 PM	1:00	8:00	8:00	0:00	0:00

SubTotals	08:00	08:00	00:00	00:00
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Submitted By: Patricia Kramer|341248 on 8/2/2017
Preapproved By: <not available> on <not available>
Approved By: LEONARD SHAFFER|122196 on 8/3/2017
Processed By: ajmartinez on 8/7/2017

Credit Card Payment Authorization

Please complete, sign and fax this form to (310) 750-1107



Client Information

CLIENT NAME: Tarzana Neighborhood Council	CUSTOMER NO.: 00950101-0048
ADDRESS: 200 N Spring St	CITY: Los Angeles
STATE: CA	ZIP CODE: 90012

Credit Card Information

CARD TYPE (Please select ONE card type from the choices below):



CARD MEMBER NAME:

Harvey Goldberg-Tarzana

CARD NUMBER:

5551690000025734

EXPIRATION DATE:

08/20

BILLING ADDRESS:

200 N. Spring St

CITY:

Los Angeles

STATE:

CA

ZIP CODE:

90012

MEMBER PHONE:

818-343-8270

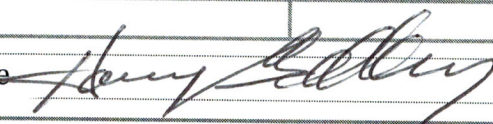
MEMBER FAX:

818-996-3470

MEMBER E-MAIL ADDRESS: ☒ Check box to receive e-mail confirmation of the transaction(s)
harveygoldberg@sbcglobal.net

AUTHORIZATION FOR SPECIFIC TRANSACTIONS

INVOICES	AMOUNT	INVOICES	AMOUNT
S6777214	\$ 184.80		\$
	\$		\$

Card Member Signature  Date 9/8/17

AUTHORIZATION FOR ALL TRANSACTIONS

*I hereby authorize All-in-1, on behalf of AppleOne, to process payment via my credit card for **all transactions** generated as a result of services provided by AppleOne.*

Card Member Signature _____ Date _____

FOOD BOARD MTS



20060 Ventura Blvd.
(818) 883-7551

Your cashier was Nora

LIPTON TEA 12PK	4.99 F
CA REDEM VAL	0.60 F
LIPTON TEA 12PK	4.99 F
CA REDEM VAL	0.60 F
2 @ 4.99	
AHMT WATER XP	9.98 F
2 @ 1.20	
CA REDEM VAL	2.40 F
RENB COOKIES	4.99 F
RENB DATE RL	5.99 F
RENB DATE RL	5.99 F
RALPHS rewards CUSTOMER *****0825	
TAX	0.00
**** BALANCE	40.53

Woodland Hills CA 91364

MASTERCARD Purchase

*****5734 - C

REF#: 040366 TOTAL: 40.53

AID: A0000000041010

TC: 575E2F910C0AF185

VERIFIED BY PIN

MASTERCARD	40.53
CHANGE	0.00

TOTAL NUMBER OF ITEMS SOLD = 11
09/26/17 04:09pm 70 6 117 307

SEPTEMBER FUEL POINTS

100PTS EARNS .10 PER GAL.

200PTS EARNS .20 PER GAL.

ON ONE PURCHASE OF UP TO 35 GAL.

FUEL POINTS THIS ORDER = 41
FUEL POINTS THIS MONTH = 93

THIS MONTHS POINTS EXPIRE 10/31/17.
VISIT WWW.RALPHS.COM FOR DETAILS

NEAREST PARTICIPATING LOCATIONS

Ralphs Fresh Fare (2.15 mi.)
21940 Ventura Blvd
Los Angeles, CA 91364

SHELL COMPANY (2.64 mi.)
22330 VENTURA BLVD

WOODLAND HILLS, CA 91364

Participating locations subject
to change

MGR: CHRISTINE GREENE (818) 883-7551
THANK YOU FOR SHOPPING AT RALPHS!

www.ralphs.com

TNC RALPHS 9-26-17

FOOD BOARD MTG



SERVER	TABLE NO.	GUESTS	DATE
			085409
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			

5726 Tpeka

9120602

2 (5) Bo

2 (5) M

2 (5) Veg

TRAY Caesar Sal

Per
Ch

6:30 SUB-TOTAL TAX TOTAL 148.50

DATE AMOUNT 085409



AMECI PIZZA & PASTA
19803 VENTURA BLVD.
HOODLAND HILLS, CA 91364
818/348-7900

Bank ID: 2700
Merchant ID: 0771
Term ID: 003

Sale

XXXXXXXXXXXX5734
MASTERCARD

Entry Method: Chip

Amount:\$ 148.50
Tip:

Total:

09/26/17
Inv #: 000005
Apprvd: Online
Retrieval Ref. #: 34137448

15:18:45
Appr Code: 010990
Batch#: 263001

MASTERCARD
WID: A0000000041010
ISI: 6800
IWP: 0000000000

Customer Copy

TNL AMECI 9-26-17

Neighborhood Council Funding Program
APPLICATION for Neighborhood Purposes Grant (NPG)

This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. The Neighborhood Council (NC), upon approval of the application, shall submit the approved application along with all required documentation to the Department of Neighborhood Empowerment.

Name of NC from which you are seeking this grant: Tarzana

SECTION I - APPLICANT INFORMATION

- 1a) Making the Arts Real for Youth Foundation / m.a.r.y. 46-3682077 California 10/21/13
Organization Name **Federal I.D. # (EIN#)** **State of Incorporation** **Date of 501(c)(3) Status (if applicable)**
- 1b) 18013 Duncan Street Encino CA 91316
Organization Mailing Address **City** **State** **Zip Code**
- 1c)
Business Address (if different) **City** **State** **Zip Code**
- 1d) **PRIMARY CONTACT INFORMATION:**
Krickett Jones Halpern (818) 929-0977 krickett@mary-foundation.org
Name **Phone** **Email**
- 2) **Type of Organization- Please select one:**
☐ Public School (not to include private schools) **or** ☒ 501(c)(3) Non-Profit (other than religious institutions)
Attach Grant Request on School Letterhead **Attach IRS Determination Letter**
- 3)
Name / Address of Affiliated Organization (if applicable) **City** **State** **Zip Code**

SECTION II - PROJECT DESCRIPTION

4) Please describe the purpose and intent of the grant.

The m.a.r.y. foundation is a year round program, on going, and this grant will help and enable m.a.r.y. to offer our m.a.r.y.'s day free children's event and workshop by helping with the cost for printing, supplies, preparation workshop day, etc.

Your logo, will be placed on printed posters acknowledging the Neighborhood Council and announced in the newsletters via email.

The funds that we are requesting are for our
 5th annual event m.a.r.y.'s day
 September 24, 2017.

This event will be held at the:
 San Fernando Valley Arts and Cultural Center.
 18312 Oxnard St. Tarzana, CA 91356

**5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large.
 (Grants cannot be used as rewards or prizes for individuals)**

The m.a.r.y. foundation is emerging and becoming more well known in the community. Our non-profit welcomes the general public and is here to support ALL children with their social and emotional well being through the arts. We have two events a year and workshops through out the year for children, their friends and family. The events and workshops will bring knowledge and awareness of how the arts can help young people and provide them with skills to use the arts as a vehicle to help guide with social and emotional skill building. The m.a.r.y. events and workshops bring professionals and children together to help teach and guide them. Most of the children participating in the program are residents of and/or students in (alphabetical order) Encino, Lake Balboa, Reseda, and Tarzana.

Admission and parking for the events and workshops are free making the events and workshops accessible to all.

Your funds will help m.a.r.y. to continue with our events and workshops and inspire young peoples' interest in the arts and bring family and friends together for a community that has the opportunity for expression and creativity as a outlet to build resilience for over all well being.

SECTION III - PROJECT BUDGET OUTLINE

6a) Personnel Related Expenses	Requested of NC	Total Projected Cost

6b) Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
See attached	\$ 550.00	\$ 2,475.00

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?

☐ No ☒ Yes, please list names of NCs: Encino, Lake Balboa

8) Is the implementation of this specific program or purpose described in box 4 above contingent on any other factors or sources or funding? (Including NPG applications to other NCs) ☒ No ☐ Yes, please describe:

Source of Funding	Amount	Total Projected Cost

9) What is the TOTAL amount of the grant funding requested with this application:

\$ 550.00

10a) Start date: 08/08/17

10b) Date Funds Required: 08/24/17

10c) Expected completion date: 09/24/17 (After completion of the project, the applicant must submit a follow-up form to the Neighborhood Council and the Department of Neighborhood Empowerment)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a former or existing relationship with a Board Member of the NC?

☒ No ☐ Yes - Please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application? ☐ Yes ☒ No *(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the Department will deny the payment of this grant in its entirety.)

SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read Appendix A, "What is a Public Benefit," and Appendix B "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*

Krickett Jones Halpern

President

PRINT Name

Title

Krickett Jones Halpern
Signature

8-9-17
Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

Richard Halpern

VP / Secretary

PRINT Name

Title

Richard Halpern
Signature

8/9/17
Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the Department at (213) 978-1551 for instructions on completing this form

Event Budget

Line #	Item	Category	Vendor	June / July	Aug. / Sept.	\$ Request	Paid by	Complete
1	social media	advertising		60.00 >	60.00		/	cancelled
2	postcard design	advertising		50.00	/		E & LB NC	X
3	postcard printing	advertising		190.00	/		E & LB NC	X
4	postcard printing	advertising		75.00	/		m.a.r.y.	X
5	Printing	advertising		30.00>	30.00	Tarzana		
6	video	advertising		395.00	/		/	cancelled
7	truck rental	truck rental		55.00>	55.00			
8	venue	venue		?				
9				241.00	/		E & LB NC	X
10	Blue mats, non-skid mat,	materials		?				
11		equipment						
12	2 tables	supplies		325.00	/		E & LB NC	X
13		equipment		70.00>	131.00	Tarzana		
14		equipment		269.00			E & LB NC	X
15	volunteer t-shirts	advertising		300.00				
16	team member t-shirts	advertising		250.00>	250.00	Tarzana		
17	Event Prep day - Children and Adults	prep day - July		155.00	/		E & LB NC	X
18	Event Prep day - Adults only	prep day-July		75.00	/		E & LB NC	X
19	Event Prep day - Children and Adults	prep day-Sept.		/	145.00	Tarzana		
20	Clay, Raffle prizes		Kit Kraft	/	251.11		Project Safe	X
21	Goodie bag toys		Oriental Trading	/	181.81		Project Safe	X
22	Art & Puppet Supplies		Kit Kraft	/	62.45		Project Safe	X
23	Puppet supplies		Discount School	/	352.34		Project Safe	X
24	2 Airbrush Artists			/	750.00		Project Safe	pending
25	Fairy			/	375.00		Project Safe	pending
26	gift cards for Bingo			20.00>	20.00			
27	Event day expenses							
28	photographer			/	200.00		m.a.r.y.	
29	postage							
30	MC							
31	2 assistants, cleaning, day help -Fito			/	400.00		m.a.r.y.	
32	Raffle prize prep			40.00>	40.00			
33	gratitude- Honey Bears			/	/		/	/

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: SEP 12 2014

MAKING THE ARTS REAL FOR YOUTH
FOUNDATION
18013 DUNCAN STREET
ENCINO, CA 91316-6411

Employer Identification Number:
46-3682077
DLN:
26053637003894
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
October 21, 2013
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 5436

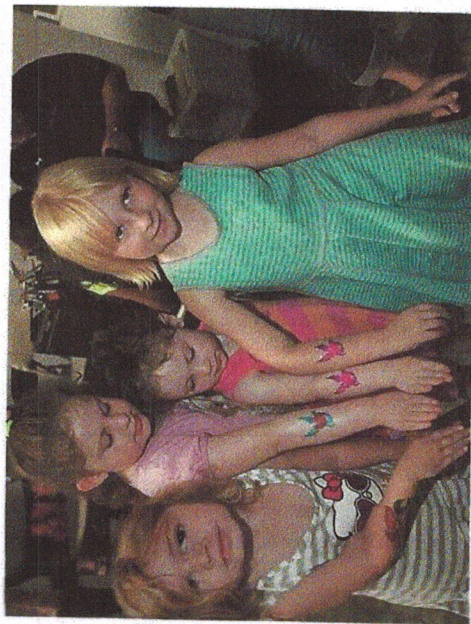
MAKING THE ARTS REAL FOR YOUTH

Sincerely,

Tamara Ripporda

Director, Exempt Organizations

Letter 5436





Department of Neighborhood Empowerment Funding Request Form



NC NAME: Tarzana NC
 Budget Fiscal Year: 2016-2017
 Request Date: 8/22/2017
 Meeting Date: 8/22/2017
 Agenda Item: 9

Requestor: m.a.r.y.
 Vendor: MAKING ARTS REAL FOR YOUTH FDN
 Address: 18013 DUNCAN ST
 City: ENCINO State: CA
 Zip Code: 91316 Phone: 818-929-0977
 Amount: \$ 550
 # 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

Resolved: The TNC Board approves the Budget Committee's recommendation regarding the request from Making the Arts Real for Youth Foundation (m.a.r.y.) for a NPG for \$550.00 for the m.a.r.y.'s day event. Funds to come from Unallocated.

SEP-24-17

MAX / ESTHER

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
Bachar, Guy	Board Member					X	
	Board Member						
Durant, Elliot	Board Member	X					
Flehinger, Max	Board Member	X					
Garfinkle, David	Board Member	X					
Goldberg, Harvey	Board Member					X	
Green, Joyce	Board Member	X					
Heissler, Eran	Board Member	X					
Blattner, Pam	Board Member	X					
Varele, Jennifer	Board Member	X					
Mausner, Jeff	Board Member					X	
Polonsky, Iris	Board Member	X					
Reich, Jon	Board Member					X	
Saucier, Terry	Board Member	X					
Schwartz, Ken	Board Member	X					
Shaffer, Leonard	Board Member	X					
Shmaeff, Bob	Board Member	X					
Silverman, Richard	Board Member	X					
Lord, Susan	Board Member	X				X	
Wieder, Esther	Board Member	X					
NC Quorum: 10	Grand Total (including page 2):	15				5	

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: <u>Harvey Goldberg</u>	Signer's Signature: <u>Leonard J. Shaffer</u>
Print/Type name: <u>Harvey Goldberg</u>	Print/Type name: <u>Leonard J. Shaffer</u>
Date (mm/dd/yy): <u>8-25-17</u>	Date (mm/dd/yy): <u>8-22-17</u> 08/22/17
Department Use Only ☐ Contract ☐ CIP ☐ Advanced Payment ☐ Approved ☐ >\$2,500 ☐ NPG ☐ Sponsored Event ☐ Denied	Staff Initials <u> </u> 1st Level <u> </u> Authorization Code <u> </u> 2nd Level <u> </u>