

# Monthly Expenditure Report



Reporting Month: May 2020

Budget Fiscal Year: 2019-2020

NC Name: Tarzana Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$39350.36	\$6870.68	\$32479.68	\$8500.00	\$0.00	\$23979.68

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$46022.27	\$0.00	\$30479.68	\$0.00	\$23979.68
Outreach		\$6870.68		\$6500.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$3250.00	\$0.00	\$2000.00	\$2000.00	\$0.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$9921.91	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	NET ATLANTIC INC	05/04/2020	Mailing list maintenance for May 2020	General Operations Expenditure	Outreach	\$40.00
2	THE WEB CORNER, INC	05/12/2020	Web site Maintenance for May 2020	General Operations Expenditure	Outreach	\$150.00
3	MINUTEMAN PRESS	05/15/2020	Banners for Earth Day 2020	General Operations Expenditure	Outreach	\$180.68
4	ONEGENERATION	05/20/2020	COVID-19 related funding for food pantry distribution to local residents by OneGeneration.	General Operations Expenditure	Outreach	\$2500.00
5	ONEGENERATION	05/28/2020	COVID-19 funding for OneGeneration food pantry for local residents	General Operations Expenditure	Outreach	\$4000.00
<b>Subtotal:</b>						<b>\$6870.68</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total

1	West Valley Food Pantry	05/22/2020	The TNC Board desires to aid the West Valley Food Pantry in their efforts to provide needed meals in Tarzana. To do so the TNC Board proposes to give the West Valley Food Pantry \$2,500 fo...	General Operations Expenditure	Outreach	\$2500.00
2	West Valley Boys & Girls Club	05/28/2020	Resolved:...approves the request from the COVID-19 Ad Hoc Committee for a NPG not to exceed \$2,000.00 for the West Valley Boys & Girls Club; Grab and Go&amp;...	Neighborhood Purpose Grants		\$2000.00
3	West Valley Food Pantry	05/29/2020	Resolved:...approving the COVID-19 Sub Committees request to aid the West Valley Food Pantry (&quot;WVFP&quot;) in their efforts to provide much needed meals i...	General Operations Expenditure	Outreach	\$4000.00
<b>Subtotal: Outstanding</b>						<b>\$8500.00</b>

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 1002581-157
Date	2020-05-01
Due Date	<b>2020-05-31</b>
Total (\$)	<b>40.00</b>
Amount Due (\$)	<b>0.00</b>

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<u>Description</u>	<u>Amount (\$)</u>
Pro Bandwidth Usage Max: 0.041 GB Service Name: 'tarzana-neighborhood-council'	0.00
Pro Anno List Max: 2224 Members Service Name: 'tarzana-neighborhood-council'	40.00

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

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



Payment Summary	
Account	1002581
Reference	Invoice 1002581-157
Due Date	<b>2020-05-31</b>
Amount Due (\$)	<b>0.00</b>

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

The Web Corner, Inc.

19509 Ventura Blvd.

Tarzana, CA 91356

# Invoice

Date	Invoice #
5/1/2020	20251

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

**PAID**  
05/12/2020

P.O. No.	Terms	Project
	Due on Receipt	

Quantity	Description	Rate	Amount
1	Monthly Maintenance: includes up to 1.5 hours for; phone support, web development, requests, & website adjustments	150.00	150.00
0	Monthly Hosting for tarzananc.org	15.00	0.00
0	Email Archiving:	3.00	0.00
1	Accounts l.shaffer@tarzananc.org (included in maintenance)		

Please remit payment at your earliest convenience. Thank you for your business!	<b>Total</b>	\$150.00
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Minuteman Press  
 20648 Ventura Blvd.  
 Woodland Hills, CA 91364  
 Phone: 818-348-2300 / Fax: 818-348-2303  
 Web: woodlandhills-ca.minutemanpress.com  
 E-mail: mmpwoodlandhills@gmail.com

**INVOICE**

Invoice Number 26694  
 Invoice Date 5/12/2020

**Bill to:** Tarzana Neighborhood Council  
 PO Box 571016  
 Tarzana, CA 91357  
  
 Phone: 818-912-0602  
 Mobile Phone: 818-912-0602  
 Email: etti.wieder@yahoo.com

**Ship to:** Tarzana Neighborhood Council  
 Esther Wieder  
 PO Box 571016  
 Tarzana, CA 91357  
  
 Email: etti.wieder@yahoo.com

**Where Quality and Service Make The Difference**

**1 Coupon/Promotion (Job 54896) (\$20.00)**

**5 Banners - 22 x 28 - 13oz Vinyl - Earth Day (Job 54249) \$185.00**

Sub Total \$165.00

Sales Tax 2018 \$15.68

Invoice Total \$180.68

**Balance Due \$180.68**

Invoice Adjustments

Date	Amount	Description	Original Subtotal	Original Taxes	Adjusted Subtotal	Adjusted Taxes
5/12/2020	(\$20.00)	Coupon/Promotion - Coupon Event Delayed CV	\$185.00	\$17.58	\$165.00	\$15.68

Salesperson: Craig & Garth Sanders  
50% Deposit, COD

2.0000% interest per month on past-due invoices.

Please pay from this invoice. No statements will be sent.

Received By \_\_\_\_\_



ONEgeneration Senior  
 Enrichment Center  
 18255 Victory Blvd., Reseda, CA 91335

[www.onegeneration.org](http://www.onegeneration.org)

818-705-2345



**BILL TO**

Tarzana Neighborhood  
 Council

Attn: Harvey Goldberg  
 Chair of the Budget &  
 Finance Committee

Remit Payment To:

ONEgeneration  
 Payment Method:  
 Credit card

Invoice Date: 5/28/20

DESCRIPTION	Price	TOTAL
Contribution from the Tarzana Neighborhood Council for the purchase of food and related costs to be distributed to local residents due to the COVID-19 pandemic.	\$4,000	\$4,000
		0.00
		0.00
		0.00
		0.00
		0.00
		0.00
		0.00

**Balance Due \$4,000**

Thank you!

TNC ONEGENERATION / NV 5-28-2020