

# Monthly Expenditure Report



Reporting Month: September 2022 Budget Fiscal Year: 2022-2023

NC Name: Tarzana Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$31159.02	\$394.88	\$30764.14	\$0.00	\$0.00	\$30764.14

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$32000.00	\$204.88	\$30764.14	\$0.00	\$30764.14
Outreach		\$190.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$840.98	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	NET ATLANTIC INC	09/04/2022	September 2022 mailing list maintenance	General Operations Expenditure	Outreach	\$40.00
2	THE WEB CORNER, INC	09/06/2022	Website maintenance September 2022	General Operations Expenditure	Outreach	\$150.00
3	APPLEONE EMPLOYMENT SERVICES	09/06/2022	The TNC Board adopts the recommendation of the Executive Committee to approve the payment of ongoing expenses as follows: For the fiscal year 2022-2023, the TNC authorizes its Treasurer o...	General Operations Expenditure	Office	\$204.88
<b>Subtotal:</b>						<b>\$394.88</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
<b>Subtotal: Outstanding</b>						<b>\$0.00</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 1002581-185
Date	2022-09-01
Due Date	<b>2022-10-01</b>
Total (\$)	<b>40.00</b>
Amount Due (\$)	<b>40.00</b>

<u>Description</u>	<u>Amount (\$)</u>
Pro Bandwidth Usage Max: 0 GB Service Name: 'tarzana-neighborhood-council'	0.00
Pro Anno List Max: 2145 Members Service Name: 'tarzana-neighborhood-council'	40.00

Notes:

Payments are applied to the oldest open invoice. Please go to <https://www.netatlantic.com/forms/billing-update.php> to report any changes to the contact information on file for your account. Thank you.

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

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



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

Payment Summary	
Account	1002581
Reference	Invoice 1002581-185
Due Date	<b>2022-10-01</b>
Amount Due (\$)	<b>40.00</b>
Amount Enclosed	
Check Number	
Please make checks payable to <b>Net Atlantic, Inc.</b>	
New monies owed will be collected via credit card on 2022-09-04.	

The Web Corner, Inc.

15300 Ventura Blvd. Suite 400  
Sherman Oaks, CA 91403

# Invoice

Date	Invoice #
9/1/2022	24432

<b>Bill To</b>
Tarzana Neighborhood Council PO Box 571016 Tarzana, CA 91357

P.O. No.	Terms	Project
	Due on Receipt	

Quantity	Description	Rate	Amount
1	Sep.2022 Monthly Maintenance: includes up to 1.5 hours for; phone support, web development, requests, & website adjustments	150.00	150.00
0	Sep.2022 Monthly Hosting for tarzananc.org	15.00	0.00
0	Sep.2022 Email Archiving:	3.00	0.00
1	Accounts l.shaffer@tarzananc.org (inlcuded in maintenance)		

Please remit payment at your earliest convenience. Thank you for your business!	<b>Total</b>	\$150.00
--	--------------	----------



AppleOne  
 AppleOne Employment Services  
 P.O. Box 29048  
 Glendale CA 91209-9048  
 Tel: 818-240-6688  
 Email: specialbillingvms@aain1.com  
 TIN: 95-2580864

City of LA - DONE -TARZANA NC

Accounts Payable  
 200 N. Spring St. Room 2005  
 Los Angeles, CA 90012

INVOICE

Customer No: 00950101  
 Site No: 0048  
 Period Ending: 08/17/2022  
 Invoice No: S9189404  
 Amount Due: \$204.88  
 Payment Term: UPON RECEIPT

Contract #	Requestor	Location	Employee Name	Worked	Invoice Date	Reg Hours	Reg Rate	OT Hours	OT Rate	Misc Rate	Invoice Amount
C-132356	Shafer, Len	Tarzana NC	Kramer, Patricia	08/13/2022	08/17/2022	8.00	\$25.61	0.00	\$0.00	0.00	\$204.88
Sub Total / Tot						8.00		0.00		0.00	\$204.88
Grand Total Invoice Amount						8.00		0.00		0.00	\$204.88

Please remit payment to:

Appleone Employment Services  
 P.O. Box 29048  
 Glendale, CA 91209-9048

You can now pay electronically through  
 ApplePay

Visit [www.ApplePay.com](http://www.ApplePay.com) or Call (866)898-7152 for details

*Just paid  
 Board Minutes*

*TIC APPLEONE S 9189404*



AppleOne

AppleOne Employment Services

P.O. Box 29048

Glendale CA 91209-9048

# City Of LA-DONE- East

Invoice	01-6396974	Line 1	Kramer, Patricia	XP56237522
---------	------------	--------	------------------	------------

## Web TimeCard

Imaged on 8/16/2022

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

Employee Name: Kramer, Patricia

Serial Number: XP56237522

Week Ending: 8/13/2022

Day	Date	IN	OUT	Lunch	Total	Reg	Over	Double
Fri	8/12/2022	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

Submitted By: Patricia Kramer|patkramerwrites@aol.com on 8/15/2022

Preapproved By: <not available> on <not available>

Approved By: LEN SHAFFER|48581 on 8/15/2022

Processed By: ajmartinez on 8/16/2022

Office of the City Clerk  
 Administrative Services Division  
 Neighborhood Council (NC) Funding Program  
 Board Action Certification Form

HARVEY / JOYCE



NC Name: Tarzana

Meeting Date: 6-28-22

Budget Fiscal Year: 2021-2022

Agenda Item No: 12

Board Motion and/or Public Benefit Statement (CIP and NPG):

Request: The TNC Board adopts the recommendation of the Executive Committee to approve the payment of ongoing expenses as follows: For the fiscal year 2022-2023, the TNC authorizes its Treasurer or other designee to pay previously audited recurring monthly or periodic expenses, in small amounts, defined as those not to exceed \$100 per month and expense classification meeting other City Board meeting rules. The recurring expenses are AppleOne, or other temporary staffing agencies for preparation of minutes or other clerical functions not to exceed 10 NTE per meeting, Net America or other search company for finding out-of-office and distribution NTE \$40/month and The Web Center or other web company for web site hosting and maintenance NTE \$150 for each month's services and the purchase of food and refreshments for Board meetings from any vendors NTE \$250 per meeting.

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Terry Saucier	Board Member	X					
David Garfinkle	Board Member	X					
Pam Blattner	Board Member	X					
Harvey Goldberg	Treasurer	X					
Eran R. Heissler	1st VP	X					
<del>Devon Cromwell</del>	<del>Board Member</del>						
Joyce Greene	Board Member	X					
Daniel Gruen	Board Member				X		
Susan Fogen	Board Member	X					
Esther Weider	Board Member				X		
	Secretary						
Jeff Mausner	2nd VP	X					
Isabel Gerhardt	Board Member				X		
Leonard J. Shaffer	President	X					
Barry Edelman	Board Member				X		
Iris Polonsky	Board Member	X					
Susan Lord	Board Member	X					
Bob Shmaeff	Board Member	X					
Michon Rickman	Board Member				X		
Mathew Clark	Board Member	X					
Christopher Ahuja	Board Member	X					
Quorum	10						
	Total	14			5		

We, the Treasurer and the Second Signer of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature: *Harvey Goldberg*  
 Print/Type Name: Harvey Goldberg

Second Signer's Signature: *Leonard J. Shaffer*  
 Print/Type Name: Leonard J. Shaffer

Date: 6-28-22

Date: 6-28-22