

Monthly Expenditure Report



Reporting Month: December 2025

Budget Fiscal Year: 2025-2026

NC Name: Tarzana Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$32050.26	\$591.18	\$31459.08	\$0.00	\$0.00	\$31459.08

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$20977.94	\$591.18	\$16459.08	\$0.00	\$16459.08
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$15000.00	\$0.00	\$15000.00	\$0.00	\$15000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$3927.68	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	NET ATLANTIC INC	12/04/2025	Mailing list maintenance for December 2025	General Operations Expenditure	Office	\$30.00
2	OFFICE DEPOT #3320	12/06/2025	Treasurers Expenses-copy paper.	General Operations Expenditure	Office	\$57.52
3	OFFICE DEPOT #3320	12/07/2025	Meeting expense, Other, Copies	General Operations Expenditure	Office	\$12.43
4	OFFICE DEPOT #3320	12/07/2025	Meeting Expense Other, Copies	General Operations Expenditure	Office	\$4.83
5	Atwork Franchise, Inc.	12/15/2025	Preparation of October 2025 Board Minutes	General Operations Expenditure	Office	\$230.40
6	Atwork Franchise, Inc.	12/15/2025	Preparation of Sept 2025 Board minutes	General Operations Expenditure	Office	\$256.00
Subtotal:						\$591.18

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

Net Atlantic, Inc.
95 Orne St
Salem, MA 01970-2642
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 1002581-224
Date	2025-12-01
Due Date	2025-12-31
Total (\$)	30.00
Amount Due (\$)	30.00

Description	Amount (\$)
Pro Bandwidth Usage Max: 0.011 GB Service Name: 'tarzana-neighborhood-council'	0.00
Pro Anno List Max: 1997 Members Service Name: 'tarzana-neighborhood-council'	30.00

Notes:

Payments are applied to the oldest open invoice. Please go to <https://www.netatlantic.com/billing> to set up convenient credit card payments.

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.
95 Orne St
Salem, MA 01970-2642

Payment Summary	
Account	1002581
Reference	Invoice 1002581-224
Due Date	2025-12-31
Amount Due (\$)	30.00
Amount Enclosed	
Check Number	
Please make checks payable to Net Atlantic, Inc.	
New monies owed will be collected via credit card on 2025-12-04.	

Office DEPOT
OfficeMax

Tacoma (888) 668-9067

12/06/2025 12:02 PM



V7TTCAAPU3QYME68

SALE 3320-2-1615-890933-24.81

348037 PAPER, COPY, QD, 059199SS

Business Solutions Prescriptions 52.41

You Pay 52.41SS

Subtotal: 52.41

Sales and Use Tax 6% 3.11

Total 57.52

MasterCard 5576 57.52

AUTH CODE 008542

TDS Contactless

AID A0000000041010 MASTERCARD

TVR 0000008001

CVS No Signature Required

SPC CARD# 8780

To register for the Store Discount Program,

please login to www.odpbusiness.com

For Assistance please call Customer Care

at 888-263-3423

For more information visit www.odpbusiness.com

or call 888-263-3423

Offer good while supplies last. See store for details.

Some restrictions may apply. See store for details.

Offer good while supplies last. See store for details.

Some restrictions may apply. See store for details.

Offer good while supplies last. See store for details.

Some restrictions may apply. See store for details.

TREASURER'S
EXPENSES

TNC OFFICE DEPOT 12/6/25

Office DEPOT OfficeMax

Tarzana - (818) 668-9067
12/07/2025 3:51 PM



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MEETING EXP-
OTHER

SALE 3320-20-1670-1111-24.8.1
354494 DS B&W Letter
40 @ 0.22 8.80
You Pay 8.80SS
211026 Self Serve Mac
11 @ 0.05 0.55
You Pay 0.55SS
281315 SS B&W Letter
9 @ 0.22 1.98
You Pay 1.98SS
Subtotal: 11.33
Sales and Use Tax 1.10
Total: 12.43
MasterCard 5576: 12.43

AUTH CODE 05935Z
TDS Chip Read
AID A0000000041010 MASTERCARD
CVS No Signature Required

LEONARD SHAFFER 14****320
Get 2% back in rewards on your
favorite supplies & more - including
furniture and technology. Plus,
next-day rewards on select offers,
rewards for recycling and more.
Visit officedepot.com/rewards

Shop online at www.officedepot.com

Satisfaction Guarantee: If you are not satisfied with your purchase, you can return it within 30 days,
or 14 days for furniture and technology items, with all original packaging and this receipt, packing
slip and all confirmation for a refund, exchange or credit. Special orders are not returnable.
Other restrictions apply. Call 1-800-80-DEPOT (800-463-3768) or visit www.officedepot.com
for more details.

TNC OFFICE DEPOT 12/7/25-28

Office DEPOT
OfficeMax

Tarzana - (818) 668-9067
12/07/2025 3:36 PM



V7TTQAAUX3Q38Y868

MEETING EXP. -
OTHER

SALE 3320-20-1669-1111-24.8.1
281315 SS B&W Letter
6 @ 0.22 1.32
You Pay 1.3255
354494 DS B&W Letter
14 @ 0.22 3.08
You Pay 3.0855
Subtotal: 4.40
Sales and Use Tax 0.43
Total: 4.83
MasterCard 5576: 4.83

AUTH CODE 02422Z
TDS Chip Read
AID A0000000041010 MASTERCARD
CVS No Signature Required

LEONARD SHAFFER 14th 320
Get 2% back in rewards on your
favorite supplies & more - including
furniture and technology. Plus,
next-day rewards on select offers,
rewards for recycling and more
Visit officedepot.com/rewards

Shop online at www.officedepot.com

Satisfaction Guarantee: If you are not satisfied with your purchase, you can return it within 30 days, or 14 days for furniture and technology items, with original packaging and the receipt, picking up or email confirmation for a refund, exchange, or credit. Special orders are not returnable. Other restrictions apply. Call 1-800-633-OFFICE (633-6769) or visit www.officedepot.com for more details.

TNC OFFICE DEPOT 12/7/25



10350 Heritage Park Dr
Suite 105
Santa Fe Springs, CA 90670-0000

INVOICE NO.	DATE	ORIGINATING OFFICE	
346609	12/12/25	Emploi Group, Inc.	
CUSTOMER	PURCHASE ORDER	PERIOD END	PAGE
538/0131-014		12/07/25	1

BILL TO	TARZANA NEIGHBORDHOOD COUNCIL
	P.O. Box 571016
	TARZANA, CA 91357

JOB SITE	TARZANA NEIGHBORDHOOD COUNCIL
	P.O. Box 571016
	TARZANA CA 91357-0000

** Do Not Mail **

DATE	EMPLOYEE/DESCRIPTION	HOURS	RATE	AMOUNT
12/07/25	Kramer, Pat			
12/07/25	99057	REG 9.00	25.60	230.40
SUB TOTAL		9.00		230.40

OBT 2025
BOARD MINUTES

Pay online www.e-billexpress.com/ebpp/Atwork1

REG HOURS: 9.00 OVR HOURS: DBL HOURS:
REG DOLLAR: 230.40 OVR DOLLAR: DBL DOLLAR:

AMOUNT DUE	230.40
DUE BY:	12/12/25

PLEASE RETURN THIS PORTION FOR PROPER CREDIT

CUSTOMER NUMBER	DATE	INVOICE NUMBER	AMOUNT DUE
538/0131-014	12/12/25	346609	230.40

ORIGINATING OFFICE	TERMS	AMOUNT PAID
Emploi Group, Inc.	Upon Rcpt	

PLEASE REMIT TO
ATWORK FRANCHISE, INC.
EIN 62-1496439
P.O. BOX #202992
DALLAS, TX 75320-2992

TERMS: Total amount due upon receipt. Accounts 30 days past due subject to interest of 1 1/2% per month (18% annual rate). If referred to attorney for collection customer shall pay reasonable attorney fees and court costs.

FOR QUESTIONS ABOUT THIS INVOICE
PLEASE CALL (714) 676-3998

TNC AT WORK 346609

LEN / HARV
Meeting Date: 6-24-25



Meeting Date: 6-24-25

Agenda Item No: 7a

Resolved: The TNC Board approves the recommendation of the Executive Committee to approve the payment of ongoing expenses as follows: For the fiscal year 2025-2026, the TNC authorizes its Treasurer or other designee to pay previously budgeted recurring monthly or periodic expenses, in small amounts, defined as those not to exceed \$75/day for each item and expense classification and category. These expenses include, but are not limited to, supplies, copiers and postage for committees; Board and committee meetings, officers, and committee chairperson expenses etc., and refreshments for meetings (other than Board meetings) etc. The recurring expenses are AppleOne, or other temporary staffing agencies for preparation of minutes or other clerical functions not to exceed "NTE" \$400/meeting, Net Atlantic or other such company for mailing list maintenance and distribution NTE \$40/month and The Web Comer or other such 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 \$300 per meeting.


Vote Count

Recused Board members 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					
Joyce Greene	Board Member	X					
Susan Rogen	Board Member	X					
Harvey Goldberg	Treasurer	X					
Eran R. Heissler	1st VP	X					
Sylvia Bedrossian	Board Member	X					
David Elan	Board Member	X					
Duncan MacIntosh	Board Member	X				X	
Iris Polonsky	Exec Secretary	X					
Barry Edelman	Board Member	X					
Sima Salek	Board Member	X					
Jeff Mausner	2nd VP	X					
Mathew Clark	Board Member	X					
Leonard J. Shaffer	President	X					
	Board Member						
	Board Member						
	Board Member						
	Board Member						
	Board Member						
	Board Member						
Quorum 10	Total	11/13				1	

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	
Print/Type Name:	Leonard J Shaffer

Date: 6-24-25

Date: 6-24-25

TNC SPEECHES AUTH 2015-26 BA



10350 Heritage Park Dr
Suite 105
Santa Fe Springs, CA 90670-0000

INVOICE NO.	DATE	ORIGINATING OFFICE		
340877	10/31/25	Emploi Group, Inc.		
CUSTOMER	PURCHASE ORDER		PERIOD END	PAGE
538/0131-014			10/26/25	1

BILL TO	TARZANA NEIGHBORHOOD COUNCIL
	P.O. Box 571016
	TARZANA, CA 91357

JOB SITE	TARZANA NEIGHBORHOOD COUNCIL
	P.O. Box 571016
	TARZANA CA 91357-0000

** Do Not Mail **

DATE	EMPLOYEE / DESCRIPTION	HOURS	RATE	AMOUNT
10/26/25	97928 Kramer, Pat	REG 10.00	25.60	256.00
	Minute Taker			
	SUB TOTAL	10.00		256.00

SEPT 2023
BOARD MINUTES

Pay online www.e-billexpress.com/ebpp/Atwork1

REG HOURS: 10.00 OVR HOURS: DBL HOURS:
REG DOLLAR: 256.00 OVR DOLLAR: DBL DOLLAR:

AMOUNT DUE	256.00
DUE BY:	10/31/25

PLEASE RETURN THIS PORTION FOR PROPER CREDIT

CUSTOMER NUMBER	DATE	INVOICE NUMBER	AMOUNT DUE
538/0131-014	10/31/25	340877	256.00

ORIGINATING OFFICE	TERMS	AMOUNT PAID
Emploi Group, Inc.	Upon Rcpt	

PLEASE REMIT TO
ATWORK FRANCHISE, INC. EIN 62-1496439 P.O. BOX #202992 DALLAS, TX 75320-2992

TERMS: Total amount due upon receipt. Accounts 30 days past due subject to interest of 1 1/2% per month (18% annual rate). If referred to attorney for collection customer shall pay reasonable attorney fees and court costs.

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TNC AT WORK 340877

LEN / HARV
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Susan Rogen	Board Member	X					
Harvey Goldberg	Treasurer	X					
Eran R. Heissler	1st VP	X					
Sylvia Bedrossian	Board Member	X					
David Elan	Board Member	X					
Duncan MacIntosh	Board Member	X				X	
Iris Polonsky	Exec Secretary	X					
Barry Edelman	Board Member	X					
Sima Salek	Board Member	X					
Jeff Mausner	2nd VP	X					
Mathew Clark	Board Member	X					
Leonard J. Shaffer	President	X					
	Board Member						
	Board Member						
	Board Member						
	Board Member						
	Board Member						
	Board Member						
Quorum 10	Total	11/13				1	

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

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

Date: 6-24-85

Date: 6-24-25

TNC SPEECHES AUTH 2015-26 BA