



**CITY OF
LOS ANGELES**

ENCINO NEIGHBORHOOD COUNCIL

(A CERTIFIED NEIGHBORHOOD COUNCIL)

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OFFICERS
LOUIS KROKOVER
PRESIDENT

LAURIE KELSON
VICE-PRESIDENT

MICHAEL KAUFMAN
TREASURER

SHELLEY RIVLIN
SECRETARY

GERALD SILVER
SERGEANT-AT-ARMS

ENC EXPENSE REPORT: February 2011

DATE PAID	EXPENSE CODE	VENDOR	AMOUNT PAID	PAYMENT TYPE	DESCRIPTION
10/15/10	FAC	Time Warner Cable	(\$48.99)	Credit Card	Correction of duplicate entry for Internet Service (10/6/10 - 11/5/10) on November / December 2010 ENC Expense Report initially recorded on 9/28/10.
2/1/11	MAT	Office Depot	\$5.33	Credit Card	Document Copying for PLU Meeting
2/1/11	MAT	Office Depot	\$1.60	Credit Card	Document Copying for PLU Meeting
2/2/11	AUD	Sennheiser	\$76.77	Credit Card	Repair cordless microphone
2/4/11	OFF	Office Depot	\$243.69	Credit Card	ENC Office Supplies
2/8/11	OFF	USPS	\$14.12	Credit Card	Postage for DONE Audit
2/11/11	OFF	Automation Printing	\$324.11	Credit Card	ENC Business Cards (7 names @ 500 cards ea.)
2/14/11	FAC	Time Warner Cable	\$50.99	Credit Card	Internet Service (2/6/11 - 3/5/11)
2/15/11	MAT	USPS	\$88.00	Credit Card	Postage stamps for PLU
2/15/11	MAT	Office Depot	\$22.92	Credit Card	Document Copying for PLU & ENC Meeting
2/18/11	EVE	Buca di Beppo	\$500.00	Credit Card	Donation of food for L.A. Rec. & Parks / Encino Community Center Daddy Daughter Prom
2/22/11	MAT	Office Depot	\$7.84	Credit Card	Document Copying for General Board Meeting
2/22/11	MAT	Office Depot	\$3.07	Credit Card	Document Copying for General Board Meeting
2/23/11	EVE	Smart & Final	\$51.51	Credit Card	ENC Meeting Refreshments
2/23/11	EVE	Mulberry Street Pizza	\$142.81	Credit Card	ENC Meeting Refreshments
2/28/11	MAT	Office Depot	\$5.95	Credit Card	Document Copying for PLU Meeting
2/28/11	MAT	Office Depot	\$3.92	Credit Card	Document Copying for PLU Meeting
2/28/11	FAC	PortaStor	\$65.00	Credit Card	Storage Container Rental (1/28/11 - 2/27/11)
TOTAL			\$1,558.64		

FYTD Encumbrances

AT&T/MCI	(\$252.00)	(14 mos. @ \$18.00/ mo.)
Education Committee	(\$5,000.00)	(Grant per 12/1/10 ENC General Mtg. Minutes)
	(\$5,252.00)	

Annual Expense Summary

2010 ENC BUDGET	\$45,000.00
FYTD Cash Expense	(\$6,753.16)
FYTD Encumbrance	(\$5,252.00)
Remaining Balance	\$32,994.84