

Department of Neighborhood Empowerment

Monthly Expenditure Report for: May 2014

NC Name: Encino

Budget Fiscal Year: 2014

(Must be submitted to the Department within 10 days of Board Approval)



						Total
A	EXPENDITURES BY LINE ITEM (Item/Service Des.)	BUDGET CATEGORY	VENDOR	OUT OF STATE VENDOR	INVOICE NUMBER	1099 Reportable
	A. 1. Monthly Expenditures					
1	Website Maintenance	OUTREACH	The Web Corner		8999	\$99.00
2	Internet Service	OPERATIONS	Time Warner Cable		N/A	\$53.98
3	Temporary Staff 76 hrs @ 22.69	OPERATIONS	Apple One		S2244947	\$1,724.44
	Event Expense - 4/23/14 ENC Board Refreshments	OUTREACH	Green Olive			\$250.00
	Event Expense - 3/26/14 ENC Board Refreshments	OUTREACH	Poquito Mas		220462	\$174.29
	Event Expense - 5/28/14 ENC Board Refreshments	OUTREACH	Poquito Mas		220463	\$174.29
	Gardening Books for Encino Library	OUTREACH	Amazon		6752217	\$267.61
	SUBTOTAL: Expenditures by Line Item					\$2,743.61
B	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS					\$13,461.78
C	OUTSTANDING COMMITMENTS					
	C. 1. Outstanding Checks					
	C. 2. Outstanding Demand Warrants					
	C. 3. Rent/Lease					
	C. 4. Contractual Services					
	C. 5. Large Purchases					
	C. 6. Neighborhood Purpose Grants in process (Los Encinos Flag Pole @\$6,850 & Audubon Society Staffing @ \$4,000)					\$10,850.00
	C. 7. Temporary Staffing Services (Apple One December 2013 - June 2014 @ \$1,500/month)					\$5,686.44
	C. 8. Storage					
	C. 9. Other					
	SUBTOTAL: Outstanding Commitments					\$16,536.44
D	Total Expenditures & Commitments					\$32,741.83
E	Total Adjustments by Department					
F	Approved Budget 2013-2014					\$37,000.00
G	Balance of Budget					\$4,258.17

\$16,205.39

CASH Status Analysis

Category Identifier	Budget Category	Budget (A)	Cash Deposited to Date (B)	Uncommitted Balance	Cash Spent to date (D)	Cash In-Bank Remaining Balance
100	Operations	\$19,200.00		\$19,200.00	\$7,350.05	-\$7,350.05
200	Outreach	\$6,100.00		\$6,100.00	\$2,537.15	-\$2,537.15
300	Community Improvement	\$2,000.00		\$2,000.00		\$0.00
400	NPG	\$6,000.00		\$6,000.00	\$11,200.00	-\$11,200.00
500	Elections	\$3,700.00		\$3,700.00	\$82.68	-\$82.68
	TOTAL	\$37,000.00	\$0.00	\$37,000.00	\$21,169.88	-\$21,169.88

NEIGHBORHOOD COUNCIL CERTIFICATION

We, George Jawlakian (Treasurer Name) and Todd Rubinstein (Signer Name), declare that we are the Treasurer and Signer, respectively of the Encino Neighborhood Council (NC) and that on March 26, 2014 (date adopted), a Brown Act noticed public meeting was held by the Encino NC with a quorum of ____ (number) board members present and that by a vote of ____ (number) yes, ____ (number) no, and ____ (number) abstentions the _____ NC adopted the Monthly Expenditure Report for the month of ____ (month), ____ (year).

Treasurer Signature		Signer's Signature	
Print Name		Print Name	
Date		Date	
NC Additional Comments			