

# Monthly Expenditure Report



Reporting Month: March 2020

Budget Fiscal Year: 2019-2020

NC Name: Venice Neighborhood Council

| Monthly Cash Reconciliation |             |                   |             |             |               |
|-----------------------------|-------------|-------------------|-------------|-------------|---------------|
| Beginning Balance           | Total Spent | Remaining Balance | Outstanding | Commitments | Net Available |
| \$30693.66                  | \$2339.26   | \$28354.40        | \$0.00      | \$0.00      | \$28354.40    |

| Monthly Cash Flow Analysis            |                |                        |                        |                                   |               |
|---------------------------------------|----------------|------------------------|------------------------|-----------------------------------|---------------|
| Budget Category                       | Adopted Budget | Total Spent this Month | Unspent Budget Balance | Outstanding                       | Net Available |
| Office                                | \$40461.10     | \$1400.30              | \$20654.40             | \$0.00                            | \$20654.40    |
| Outreach                              |                | \$38.96                |                        | \$0.00                            |               |
| Elections                             |                | \$0.00                 |                        | \$0.00                            |               |
| Community Improvement Project         | \$8600.00      | \$900.00               | \$7700.00              | \$0.00                            | \$7700.00     |
| Neighborhood Purpose Grants           | \$1000.00      | \$0.00                 | \$0.00                 | \$0.00                            | \$0.00        |
| Funding Requests Under Review: \$0.00 |                | Encumbrances: \$0.00   |                        | Previous Expenditures: \$19367.44 |               |

| Expenditures |                           |            |                           |                                |              |          |
|--------------|---------------------------|------------|---------------------------|--------------------------------|--------------|----------|
| #            | Vendor                    | Date       | Description               | Budget Category                | Sub-category | Total    |
| 1            | THE WEB CORNER, INC       | 03/01/2020 | (Credit card transaction) | General Operations Expenditure | Office       | \$150.00 |
| 2            | OFFICE DEPOT #951         | 03/01/2020 | (Credit card transaction) | General Operations Expenditure | Office       | \$21.61  |
| 3            | VISTAPR VistaPrint.com    | 03/06/2020 | (Credit card transaction) | General Operations Expenditure | Office       | \$60.49  |
| 4            | EIG<br>CONSTANTCONTACT.CO | 03/07/2020 | (Credit card transaction) | General Operations Expenditure | Office       | \$65.00  |
| 5            | OFFICE DEPOT #951         | 03/08/2020 | (Credit card transaction) | General Operations Expenditure | Office       | \$4.34   |
| 6            | Amazon.com JA6R80UH3      | 03/09/2020 | (Credit card transaction) | General Operations Expenditure | Outreach     | \$38.96  |
| 7            | EXTRA SPACE 8011          | 03/20/2020 | (Credit card transaction) | General Operations Expenditure | Office       | \$280.20 |
| 8            | CALIF COMM FDN-CCF        | 03/22/2020 | (Credit card transaction) | Community Improvement Project  |              | \$900.00 |

|                  |                                     |            |  |                                |        |                  |
|------------------|-------------------------------------|------------|--|--------------------------------|--------|------------------|
| 9                | AT&T BILL PAYMENT                   | 03/25/2020 | (Credit card transaction)  | General Operations Expenditure | Office | \$218.66         |
| 10               | Social & Public Art Resource Center | 02/06/2020 | Space rental for budgeted Board retreat.                             | General Operations Expenditure | Office | \$200.00         |
| 11               | APPLEONE EMPLOYMENT SERVICES        | 03/06/2020 | This is our monthly staff services charge under our approved budget. | General Operations Expenditure | Office | \$400.00         |
| <b>Subtotal:</b> |                                     |            |  |                                |        | <b>\$2339.26</b> |

| Outstanding Expenditures     |        |      |             |                 |              |               |
|------------------------------|--------|------|-------------|-----------------|--------------|---------------|
| #                            | Vendor | Date | Description | Budget Category | Sub-category | Total         |
| <b>Subtotal: Outstanding</b> |        |      |             |                 |              | <b>\$0.00</b> |