

Monthly Expenditure Report



Reporting Month: March 2021

Budget Fiscal Year: 2020-2021

NC Name: Mar Vista Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$28833.38	\$1597.85	\$27235.53	\$0.00	\$0.00	\$27235.53

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$38472.12	\$997.88	\$27066.70	\$0.00	\$27066.70
Outreach		\$599.97		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$173.83	\$0.00	\$173.83	\$0.00	\$173.83
Neighborhood Purpose Grants	\$2400.00	\$0.00	\$0.00	\$0.00	\$0.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$12207.57	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	MailChimp	03/12/2021	Monthly e-mail service fee	General Operations Expenditure	Office	\$32.39
2	MAESTRASUITE.COM	03/15/2021	Transcription service fee.	General Operations Expenditure	Office	\$49.00
3	MAESTRASUITE.COM	03/26/2021	Transcription service fee	General Operations Expenditure	Office	\$49.00
4	MailChimp	03/28/2021	Monthly e-mail service fee	General Operations Expenditure	Office	\$32.39
5	STORQUEST-WLA/SAWTELLE	03/31/2021	Storage unit rental fee	General Operations Expenditure	Office	\$527.00
6	InSite Street Media Dept 106065	02/05/2021	Funding Motion: The MVCC approves the expenditure of encumbered funds, not to exceed \$6000, for MVCC bus bench advertising. PLEASE NOT-THESE ARE ENCUMBERED FUNDS	General Operations Expenditure	Outreach	\$599.97
7	Interpreters Unlimited	03/04/2021	Proxy payment for translation and interpreting services for the NC.	General Operations Expenditure	Office	\$161.10

8	Interpreters Unlimited	03/04/2021	Proxy payment for translation and interpreting services for the NC.	General Operations Expenditure	Office	\$147.00
Subtotal:						\$1597.85

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

Receipts:



Your order has been processed.

Order MC08800525

Processed on Mar 12, 2021 9:29 am Los Angeles.

Monthly plan	\$35.99
1501 - 2500 subscribers.	
Discounts	(-) \$3.60
Two-factor authentication (10.0%)	
Subtotal	\$32.39
Taxes	\$0.00
Tax	
Total	\$32.39

Paid via Mast card ending in 9955 **\$32.39**
on March 12, 2021

Issued to

Elliot Hanna

outreach@marvista.org

elliot.hanna@marvista.org

Mar Vista Community Council

200 N. Spring St Los Angeles, CA 90012

(310) 710-9495

Issued by

Mailchimp

c/o The Rocket Science Group, LLC

675 Ponce De Leon Ave NE

Suite 5000

Atlanta, GA 30308 USA

www.mailchimp.com

Tax ID: US EIN 58-2554149

[View In Your Account](#)

Receipt from Maestra

\$49.00

Paid March 27, 2021



[↓Download invoice](#) [↓Download receipt](#)

Receipt number	2424-2602
Invoice number	0546779D-0008
Payment method	 - 9955

Receipt #2424-2602

MAR 27 – APR 27, 2021

Maestra 10 Hours Monthly	\$49.00
Qty 1	

Total	\$49.00
-------	---------

Amount paid	\$49.00
-------------	---------

Questions? Contact us at support@maestrasuite.com



Your order has been processed.

Order MC08931961

Processed on Mar 27, 2021 11:44 pm Los Angeles.

Monthly plan	\$35.99
1501 - 2500 subscribers.	
Discounts	(-) \$3.60
Two-factor authentication (10.0%)	
Subtotal	\$32.39
Taxes	\$0.00
Tax	
Total	\$32.39

Paid via Mast card ending in 9955 **\$32.39**
on March 27, 2021

Issued to

Elliot Hanna
outreach@marvista.org
elliot.hanna@marvista.org
Mar Vista Community Council
200 N. Spring St Los Angeles, CA 90012
(310) 710-9495

Issued by

Mailchimp
c/o The Rocket Science Group, LLC
675 Ponce De Leon Ave NE
Suite 5000
Atlanta, GA 30308 USA
www.mailchimp.com
Tax ID: US EIN 58-2554149

[View In Your Account](#)

Maestra

+1 914-600-3388
support@maestrasuite.com

Invoice

Invoice number 0546779D-0008
Date of issue Mar 26, 2021
Date due Mar 26, 2021

Bill to
ETzItQ4ArDNPy1zzHByBB6focG52
marvistacommunitycouncil@gmail.com

\$49.00 due Mar 26, 2021

Description	Qty	Unit price	Amount
MAR 27 – APR 26, 2021			
Maestra 10 Hours Monthly	1	\$49.00	\$49.00
		Subtotal	\$49.00
		Amount due	\$49.00

Pay \$49.00 with card
Visit https://invoice.stripe.com/i/acct_1DTijfGRB7sIHFej/invst_JBno1JnAwwfN7jNDsLff22rEMoL0OaO

Questions? Contact Maestra at support@maestrasuite.com or call at +1 914-600-3388.

StorQuest - West Los Angeles / Sawtelle
2531 Sawtelle Blvd.
Los Angeles, CA 90064
(310) 477-6964

Payment Receipt

Transaction Date: Mar 30, 2021
Transaction Number: 1069193015
Account Name: Mar Vista Community Council
Account Number: 1003314483
Agent: A AP

Mar Vista Community Council
P.O. Box 66871

Los Angeles , CA 90066

Charge Date	Item Description	Amount
Mar 30, 2021	Unit 034 Rent: (Mar 30, 2021 thru Apr 29, 2021)	\$515.00
Mar 30, 2021	Insurance 3,000 coverage: (Mar 30, 2021 thru Apr 29, 2021)	\$12.00

Charges Summary:
Charges: \$527.00
Tax: \$.00
Total Charges: \$527.00

Payment Summary:
Total Tendered: \$527.00
Change: \$.00

Customer Signature

Payment Method	Reference	Amount
MasterCard	xxxxx9955	\$527.00



Insite Street Media
Phone: 678-906-2960
Fax: 678-802-4730

Invoice 5080636

02/04/2021

Account ID: MAR014
Contract: 20210006
PO Number: PROD
Sales Person: Judy Lambert

Bill To

Mar Vista Community Council
PO Box 66871
Mar Vista, CA 90066

Advertiser

Mar Vista Community Council

Production

7 Bus Bench Production:Vinyl on Coroplast:2'0x7'0:New Copy:P, Production 599.97

Due on receipt

Total \$599.97

(Please tear along perforation above)

Remittance

Terms: Due on receipt

Invoice Date: 02/04/2021
Account Name: Mar Vista Community Council
Account ID: MAR014
Invoice Number: 5080636

Total Due \$599.97

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form

Aug 11.4



NC Name: Mar Vista Community Council

Meeting Date: 8.11.2020 Zoom

Budget Fiscal Year: 2020-2021

Agenda Item No: 11.4

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

Funding Motion: The MVCC approves the expenditure of encumbered funds, not to exceed \$600, for MVCC bus bench advertising (202000625-13.2, \$1500)

Consent

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

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's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Elliot Hanna	Chair CC	✓					
Andrea Ambriz	ALD	✓					
Gabriel Hill	ALD	✓					
Selena Inouye	ALD	✓					
Rob Kadota	ALD	✓					
Christine Stemar	ALD 2nd VC	✓					
Kathryn Wheeler	ALD	✓					
Stacy Shure	Z1D 1st VC	✓					
Martin Rubin	Z2D	✓					
Mary Hurska	Z3D Secretary	✓					
Rob Watkins	Z4D	✓					
Michelle Krupkin	Z5D	✓					
Holly Tilson	Z6D Treasurer	✓					
Krishna Curry	Z7D				✓	✓	
Tyler Proctor	ALD				✓	✓	
CC = Community Director							
ALD = At Large Director							
ZD = Zone Director							
VC = Vice Chair							
Board Quorum: EIGHT	Total:	13	0	0	0	2	

We, the authorized signers 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.

Authorized Signature

Holly Tilson

Authorized Signature:

Elliot Hanna

Print/Type Name: Holly Tilson

Print/Type Name: Elliot Hanna

Date: 8.11.2020

Date: 8.11.2020



iu group

interpretation
 translation
 transportation
 sign language

www.interpreters.com

Interpreters Unlimited, Inc.

Department of Neighborhood Empowerment
 200 N. Spring Street,
 Suite 2005,
 Los Angeles, CA, 90012

Invoice No: 261713

INVOICE FOR PROFESSIONAL LANGUAGE SERVICES

Invoice Date: 2021-01-14 Type: Translation Language From: English Language To: Spanish Date Of Service: 2021-01-14 Project: Request for Translation Mar Vista NC Newsletter Word Count: 1611 Requested by: Guadalupe Aguilar Notes:	
---	--

Trans \$ 161.10

Total: \$ 161.10

Visit www.interpreters.com to schedule your appointments.
 Please call to get your login information.
 You can now visit our website to enter appointments. Please call to get your login information

Payment Reminder
 Please include invoice Number that you are paying on your check.
 Thank You.
 We are going green, please provide us with your email address at info@iugroup.com to receive future invoices via email.



Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For _____ Neighborhood Council

Date: _____

Motion/Action: _____

If the proxy authorization is for a payment request, please complete the following:

Vendor Name	Invoice Number	Date of Invoice	Amount
Total			

Reason for Proxy Authorization: _____

Department Authorizing Payment:

- Office of the City Clerk
- Department of Neighborhood Empowerment

Staff Name: _____

Title: _____

Signature: Freddy Cupen-Amez Date: _____

Authorization: Julien Antelin

Title: Director of Innovation

Signature: Julien Antelin Date: 3-1-2021



iu group

interpretation
 translation
 transportation
 sign language

www.interpreters.com

Interpreters Unlimited, Inc.

Department of Neighborhood Empowerment
 200 N. Spring Street,
 Suite 2005,
 Los Angeles, CA, 90012

Invoice No: 258965

INVOICE FOR PROFESSIONAL LANGUAGE SERVICES

Invoice Date: 2021-01-16
 Interpreter: Mar Vista Communit Council
 Language: Spanish
 Type: Language
 Date Of Service: 2021-01-16 at 02:00 PM
 Requested by: Guadalupe Aguilar
 Event Duration : 3 Hours 00 Minutes
 Location: Zoom Meeting,
 Los Angeles , California, 90001

Notes:

Base \$ 147.00

Total: \$ 147.00

Visit www.interpreters.com to schedule your appointments.
 Please call to get your login information.
 You can now visit our website to enter
 appointments. Please call to get your login
 information

Payment Reminder
 Please include invoice Number that you are paying on your check.
 Thank You.
 We are going green, please provide us with your email address at
info@iugroup.com to receive future invoices via email.



Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For _____ Neighborhood Council

Date: _____

Motion/Action: _____

If the proxy authorization is for a payment request, please complete the following:

Vendor Name	Invoice Number	Date of Invoice	Amount
Total			

Reason for Proxy Authorization: _____

Department Authorizing Payment:

- Office of the City Clerk
- Department of Neighborhood Empowerment

Staff Name: _____

Title: _____

Signature: Freddy Cupen-Amez Date: _____

Authorization: Julien Antelin

Title: Director of Innovation

Signature: Julien Antelin Date: 3-1-2021