## Monthly Expenditure Report

### Reporting Month: October 2018  
### Budget Fiscal Year: 2018-2019  
### NC Name: Coastal San Pedro  
### Neighborhood Council

### Monthly Cash Reconciliation

<table>
<thead>
<tr>
<th>Beginning Balance</th>
<th>Total Spent</th>
<th>Remaining Balance</th>
<th>Outstanding</th>
<th>Commitments</th>
<th>Net Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>$38317.78</td>
<td>$4143.54</td>
<td>$34174.24</td>
<td>$162.50</td>
<td>$0.00</td>
<td>$34011.74</td>
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</table>

### Monthly Cash Flow Analysis

<table>
<thead>
<tr>
<th>Budget Category</th>
<th>Adopted Budget</th>
<th>Total Spent this Month</th>
<th>Unspent Budget Balance</th>
<th>Outstanding</th>
<th>Net Available</th>
</tr>
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<tbody>
<tr>
<td>Office</td>
<td>$36750.00</td>
<td>$1547.56</td>
<td>$28924.24</td>
<td>$162.50</td>
<td>$28761.74</td>
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<tr>
<td>Outreach</td>
<td>$2595.98</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$2595.98</td>
</tr>
<tr>
<td>Elections</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
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<tr>
<td>Community Improvement Project</td>
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<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
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<tr>
<td>Neighborhood Purpose Grants</td>
<td>$5250.00</td>
<td>$0.00</td>
<td>$5250.00</td>
<td>$0.00</td>
<td>$5250.00</td>
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</table>

Funding Requests Under Review: $0.00  
Encumbrances: $0.00  
Previous Expenditures: $3682.22

### Expenditures

<table>
<thead>
<tr>
<th>#</th>
<th>Vendor</th>
<th>Date</th>
<th>Description</th>
<th>Budget Category</th>
<th>Sub-category</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>INT IN THE MAILROOM</td>
<td>10/02/2018</td>
<td>(Credit card transaction)</td>
<td>General Operations Expenditure</td>
<td>Office</td>
<td>$315.99</td>
</tr>
<tr>
<td>2</td>
<td>LLOYD STAFFING INC</td>
<td>10/05/2018</td>
<td>(Credit card transaction)</td>
<td>General Operations Expenditure</td>
<td>Office</td>
<td>$51.48</td>
</tr>
<tr>
<td>3</td>
<td>LLOYD STAFFING INC</td>
<td>10/05/2018</td>
<td>(Credit card transaction)</td>
<td>General Operations Expenditure</td>
<td>Office</td>
<td>$144.20</td>
</tr>
<tr>
<td>4</td>
<td>BUONOS AUTHENTIC PIZZE</td>
<td>10/15/2018</td>
<td>(Credit card transaction)</td>
<td>General Operations Expenditure</td>
<td>Office</td>
<td>$200.00</td>
</tr>
<tr>
<td>5</td>
<td>LLOYD STAFFING INC</td>
<td>10/17/2018</td>
<td>(Credit card transaction)</td>
<td>General Operations Expenditure</td>
<td>Office</td>
<td>$144.20</td>
</tr>
<tr>
<td>6</td>
<td>LLOYD STAFFING INC</td>
<td>10/17/2018</td>
<td>(Credit card transaction)</td>
<td>General Operations Expenditure</td>
<td>Office</td>
<td>$128.70</td>
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<tr>
<td>7</td>
<td>LLOYD STAFFING INC</td>
<td>10/17/2018</td>
<td>(Credit card transaction)</td>
<td>General Operations Expenditure</td>
<td>Office</td>
<td>$90.09</td>
</tr>
<tr>
<td>8</td>
<td>LLOYD STAFFING INC</td>
<td>10/26/2018</td>
<td>(Credit card transaction)</td>
<td>General Operations Expenditure</td>
<td>Office</td>
<td>$128.70</td>
</tr>
<tr>
<td></td>
<td>Vendor</td>
<td>Date</td>
<td>Description</td>
<td>Budget Category</td>
<td>Sub-category</td>
<td>Total</td>
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<td>-----------------------------------------------------------------------------</td>
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<td>---------</td>
</tr>
<tr>
<td>9</td>
<td>LLOYD STAFFING INC</td>
<td>10/26/2018</td>
<td>(Credit card transaction)</td>
<td>General Operations</td>
<td>Office</td>
<td>$144.20</td>
</tr>
<tr>
<td>10</td>
<td>Angels Gate Cultural Center</td>
<td>10/02/2018</td>
<td>APPROVAL OF MONTHLY EXPENSES, including approval o...</td>
<td>General Operations</td>
<td>Office</td>
<td>$200.00</td>
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<tr>
<td>11</td>
<td>PERRY MAILING SERVICES</td>
<td>10/12/2018</td>
<td>APPROVAL OF FUNDING REQUESTS RECEIVED FROM COMMITT...</td>
<td>General Operations</td>
<td>Outreach</td>
<td>$2595.98</td>
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<tr>
<td></td>
<td><strong>Subtotal:</strong></td>
<td></td>
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<td></td>
<td><strong>$4143.54</strong></td>
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<tr>
<td></td>
<td><strong>Outstanding Expenditures</strong></td>
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<td></td>
<td></td>
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</tr>
<tr>
<td>#</td>
<td>Vendor</td>
<td>Date</td>
<td>Description</td>
<td>Budget Category</td>
<td>Sub-category</td>
<td>Total</td>
</tr>
<tr>
<td>1</td>
<td>Angels Gate Cultural Center</td>
<td>11/15/2018</td>
<td>APPROVAL OF MONTHLY EXPENSES, including approval o...</td>
<td>General Operations</td>
<td>Office</td>
<td>$162.50</td>
</tr>
<tr>
<td></td>
<td><strong>Subtotal:</strong> Outstanding</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>$162.50</strong></td>
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</tbody>
</table>
Receipt below for September 2018 Virtual Office Services Invoice.

Kristina Smith  
Neighborhood Council Webmaster  
1840 S Gaffey Street  
San Pedro, CA 90731  
310-514-1797 10am-5pm; 310-918-8650 cell

Sent: Tuesday, October 02, 2018 at 11:34 AM  
From: "QuickBooks Payments" <BusinessServices@intuit.com>  
To: KSMITH-MAILROOM@MAIL.COM  
Subject: Copy of payment receipt from THE MAILROOM  
Below is the sales receipt provided to you by THE MAILROOM

<table>
<thead>
<tr>
<th>THE MAILROOM</th>
<th>Receipt</th>
</tr>
</thead>
<tbody>
<tr>
<td>1840 S. GAFFEY STREET, SUITE 102, SAN PEDRO, CA 90731</td>
<td></td>
</tr>
<tr>
<td><strong>Transaction Type</strong></td>
<td>Sale</td>
</tr>
<tr>
<td><strong>Cardholder Name</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Card Type</strong></td>
<td>MasterCard</td>
</tr>
<tr>
<td><strong>Date &amp; Time</strong></td>
<td>10/02/2018 - 11:34 PDT</td>
</tr>
<tr>
<td><strong>Transaction ID</strong></td>
<td>PK0183746594</td>
</tr>
</tbody>
</table>

Thank you for your payment,  
THE MAILROOM
The Mailroom-Virtual Office Services

Attn: Kristina Smith
1840 S Gaffey St
Suite 102
San Pedro, CA 90731
United States
Phone: 310-918-8650
ksmith-mailroom@mail.com
City of Los Angeles BTRC# 0000109027-0001-9

Bill To:
Coastal San Pedro Neighborhood Council
I.dominguez@yahoo.com

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Quantity</th>
<th>Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sep 30, 2018</td>
<td>SEPTEMBER 2018 Services VIRTUAL OFFICE SERVICES: Includes printing and assembly of agenda packets for monthly meeting, printing of committee reports, agendas &amp; meeting support documents requested by committee chairs; and physical posting of notices at Mailroom. Also includes telephone answering service and mailing of letters. Flat monthly rate $125.</td>
<td>1</td>
<td>$125.00</td>
<td>$125.00</td>
</tr>
<tr>
<td>Sep 30, 2018</td>
<td>MONTHLY WEBSITE SERVICES SEPT 2018 Uploading and general maintenance of website files including announcement of upcoming meetings and events, posting of agendas/minutes and other related files. Flat monthly rate of $50.</td>
<td>1</td>
<td>$50.00</td>
<td>$50.00</td>
</tr>
<tr>
<td>Sep 30, 2018</td>
<td>MONTHLY STORAGE FEES. SEPT 2018 Storage fees for storing sound equipment, file cabinet w/files, current printer, old outdated printer &amp; sorter, paper goods, canopy, banners, etc.</td>
<td>1</td>
<td>$50.00</td>
<td>$50.00</td>
</tr>
<tr>
<td>Sep 30, 2018</td>
<td>SOCIAL MEDIA/EMAIL BLAST MONTHLY FEE SEPT 2018: Emails sent through Constant Contact to stakeholder list announcing upcoming committee meetings and monthly meetings. Also includes posting of meetings on CSPNC Facebook page.</td>
<td>1</td>
<td>$25.00</td>
<td>$25.00</td>
</tr>
<tr>
<td>Sep 30, 2018</td>
<td>Constant Contact -SEPT 2018 Constant Contact Service @ $45 per month. Paid by Mailroom due to CSPNC purchase card on file no longer being valid.</td>
<td>1</td>
<td>$45.00</td>
<td>$45.00</td>
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Subtotal  $315.99
Shipping  $0.00
Total  $315.99 USD

Invoice #: 0595-CSPNC
Invoice Date: Oct 1, 2018
Reference: SEPT 2018 SERVICES
Due date: Oct 11, 2018
Amount due: $315.99
LLOYD STAFFING INC
445 BROADHOLLOW RD
MELVILLE, NY 11747
631-777-7600
10/5/2018 2:46:33 PM

Reference Number: 230421609
Total: $51.48
Transaction Type: Sale
Transaction Status: Pending Settlement
Card Type: MasterCard
Card Number: x x x x x
Entry Method: Keyed
Approval Code: 073211
Approval Message: APPROVAL
CSC Result:
Customer Name: Coastal San Pedro NC
Invoice: 406069

Thank You
INVOICE

Please remit payment to:
Lloyd Staffing, Inc.
PO Box 780994
Philadelphia, PA 19178-0994
Billing inquiries: 631.370.7494

Attention of: Louis Dominguez
La Dept Neighborhood Council
Coastal San Pedro
1353 W 25th Street Suite #223
San Pedro, CA 90732

Thank you for choosing Lloyd Staffing

<table>
<thead>
<tr>
<th>DATE</th>
<th>INVOICE NO.</th>
<th>PAGE</th>
<th>ACCOUNT NO.</th>
<th>TERMS:</th>
<th>PO#</th>
</tr>
</thead>
<tbody>
<tr>
<td>09/30/2018</td>
<td>406069</td>
<td>1</td>
<td>116950</td>
<td>Due Upon Receipt</td>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PERIOD</th>
<th>DESCRIPTION &amp; EMPLOYEE</th>
<th>HOURS</th>
<th>RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>09/24/18-09/30/18</td>
<td>ADASST Akerblom, Sheryl</td>
<td>2.00</td>
<td>25.74</td>
<td>$51.48</td>
</tr>
</tbody>
</table>

PAY THIS AMOUNT > TOTAL $51.48

Thank you for your part in our Placements with a Purpose program. Every placement generated by Lloyd supports JDRF with a donation to help fight diabetes.
Subject: LLOYD STAFFING INC Transaction Receipt - Reference Number 230421806

From: notifications@paytrace.com
To: sakerblom@yahoo.com
Date: Friday, October 5, 2018, 11:48:14 AM PDT

LLOYD STAFFING INC
445 BROADHOLLOW RD
MELVILLE, NY 11747
631-777-7600
10/5/2018 2:47:08 PM
Reference Number:230421806
Total: $144.20
Transaction Type: Sale
Transaction Status: Pending Settlement
Card Type: MasterCard
Card Number: xxxxxxxxxxxx0817
Entry Method: Keyed
Approval Code: 080220
Approval Message: APPROVAL
CSC Result:
Customer Name: Coastal San Pedro NC
Invoice: 406070

Thank You
INVOICE

Please remit payment to:
Lloyd Staffing, Inc.
PO Box 780994
Philadelphia, PA 19178-0994
Billing inquiries: 631.370.7434

Attention of: Louis Dominguez
La Dept Neighborhood Council
Coastal San Pedro
1353 W 25th Street Suite #223
San Pedro, CA 90732

Thank you for choosing Lloyd Staffing

<table>
<thead>
<tr>
<th>DATE</th>
<th>INVOICE NO.</th>
<th>PAGE</th>
<th>ACCOUNT NO.</th>
<th>TERMS</th>
<th>DESCRIPTION &amp; EMPLOYEE</th>
<th>HOURS</th>
<th>RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>09/30/2018</td>
<td>406070</td>
<td>1</td>
<td>116950</td>
<td>Due Upon Receipt</td>
<td>BOOK</td>
<td>5.00</td>
<td>28.84</td>
<td>$144.20</td>
</tr>
</tbody>
</table>

Thank you for your part in our Placement’s with a Purpose programs. Every placement generated by Lloyd supports JDRF with a donation to help fight diabetes.

PAY THIS AMOUNT > TOTAL $144.20
**Phone Order**

**Order:**
- BS Cheesecake: $20.99
- BS Sausage: $22.99
- BS Pepperoni: 4 x $0.94 = $3.76
- 29 Cans Soda: $33.35

**Total:** $269.29

**Tax:** $16.08

**Total with Tax:** $285.37

**Tip:** $14.63

**Total:** $200.00

---

**Date:** 10/15/18 17:12:55
**Inv #:** 162  **Appr Code:** 077750
**Appr #:** Online  **Batch #:** 000315
**AVS Code:** EKAC MATCH Y
**CVV2 Code:** MATCH M

---

**Customer Copy**

ORDER ONLINE AT
WWW.BUONGOSPIZZA.COM

---

Thank You — Please Come Again!
Subject: LLOYD STAFFING INC Transaction Receipt - Reference Number 232109571

From: LLOYD STAFFING INC (notifications@paytrace.com)
To: sakerblom@yahoo.com
Date: Wednesday, October 17, 2018, 5:40 AM PDT

LLOYD STAFFING INC
445 BROADHOLLOW RD
MELVILLE, NY 11747
631-777-7600
10/17/2018 8:39:08 AM
Reference Number: 232109571
Total: $144.20
Transaction Type: Sale
Transaction Status: Pending Settlement
Card Type: MasterCard
Card Number: xxxxxxxxxxx0817
Entry Method: Keyed
Approval Code: 039834
Approval Message: APPROVAL
CSC Result:
Customer Name: Coastal San Pedro NC
Invoice: 144.20
Thank You
**INVOICE**

Attention of: Louis Dominguez  
La Dept Neighborhood Council  
Coastal San Pedro  
1353 W 25th Street Suite #223  
San Pedro, CA 90732  

**BILL TO:**

Prior to email & receipt

Thank you for choosing Lloyd Staffing

<table>
<thead>
<tr>
<th>DATE</th>
<th>INVOICE NO.</th>
<th>PAGE</th>
<th>ACCOUNT NO.</th>
<th>TERMS</th>
<th>PO#</th>
</tr>
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<tbody>
<tr>
<td>05/27/2018</td>
<td>403819</td>
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<td>116950</td>
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<table>
<thead>
<tr>
<th>PERIOD</th>
<th>DESCRIPTION &amp; EMPLOYEE</th>
<th>HOURS</th>
<th>RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/21/18-05/27/18 BOOK</td>
<td>Akerblom, Sheryl</td>
<td>5.00</td>
<td>28.84</td>
<td>$144.20</td>
</tr>
</tbody>
</table>

Thank you for your part in our Placement with a Purpose program. Every placement generated by Lloyd supports JDRF with a donation to help fight diabetes.

**PAY THIS AMOUNT** $144.20  
**TOTAL** $144.20
Coastal San Pedro Neighborhood Council
8405 Seaside St, #34, San Pedro, CA 90731

5-25-18

5 2 2 1 8 5 1 2 5

TERMS & CONDITIONS FOR LLOYD STAFFING

cr
Acknowledged.

AFFIRMATIVE ACTION: Lloyd's Affirmative Action Program shall comply with the requirements of Executive Order 11246, the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967, the Rehabilitation Act of 1973, the Genetic Information Nondiscrimination Act of 2008, and the Vietnam Era Veterans Readjustment Assistance Act if applicable. Lloyd's Affirmative Action Program is available for inspection at the Lloyd's Corporate Office location.

Lloyd's employees are required to comply with the U.S. Department of Labor's Equal Employment Opportunity Commission (EEOC) regulations and guidelines.

Lloyd's Affirmative Action Program includes:

1. Recruitment and Employment:
   - Lloyd's recruitment efforts are aimed at maximizing diversity in hiring and promoting an inclusive work environment.
   - Lloyd's recruitment process includes job openings being posted internally and externally, ensuring a diverse pool of candidates.

2. Training and Development:
   - Lloyd provides training opportunities that are designed to develop employees' skills and knowledge.
   - Training programs are tailored to meet the needs of employees, ensuring a diverse and inclusive workforce.

3. Professional Development:
   - Lloyd's professional development initiatives include leadership training, career development programs, and mentoring opportunities.
   - These programs are designed to help employees advance in their careers and contribute to the organization's goals.

4. Performance Management:
   - Lloyd's performance management system includes regular performance reviews and feedback sessions.
   - The system ensures that employees receive fair and equitable evaluations, promoting a diverse and inclusive workplace.

5. Diversity, Equity, and Inclusion:
   - Lloyd's diversity, equity, and inclusion initiatives aim to create a positive work environment that fosters the growth and success of all employees.
   - These initiatives include employee resource groups, affinity networks, and employee resource committees.

6. Employee Complaints:
   - Lloyd's policies and procedures are designed to protect employees and ensure their rights are upheld.
   - Employees have the right to file complaints regarding discrimination or harassment in the workplace.

7. Compliance with Laws and Regulations:
   - Lloyd's is committed to compliance with all laws, regulations, and orders that govern employment practices.
   - Lloyd's Affirmative Action Program is reviewed and updated as necessary to ensure compliance with any changes in applicable laws and regulations.

Lloyd's Affirmative Action Program is reviewed and updated as necessary to ensure compliance with any changes in applicable laws and regulations.

For more information, please contact the Lloyd's Affirmative Action Coordinator.
<table>
<thead>
<tr>
<th>Board Member’s First and Last Name</th>
<th>Board Position</th>
<th>Yes</th>
<th>No</th>
<th>Abstain</th>
<th>Absent</th>
<th>Ineligible</th>
<th>Recused</th>
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</thead>
<tbody>
<tr>
<td>Robert Bryant</td>
<td>At-Large</td>
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<td>Isiah Cade</td>
<td>At-Large</td>
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<tr>
<td>Rudy Caseres</td>
<td>At-Large</td>
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<tr>
<td>Louis Dominguez</td>
<td>Treasurer</td>
<td></td>
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<tr>
<td>Doug Epperhart</td>
<td>President</td>
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<td>Anna Ernholm</td>
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<td>Bob Gelfand</td>
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<td>Richard Havenick</td>
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<td>Daniel Kohn</td>
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<td>Kathleen Martin</td>
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<tr>
<td>Kavitha Muthuswamy</td>
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<tr>
<td>Dean Pentcheff</td>
<td>Vice President</td>
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<tr>
<td>Mike Riso</td>
<td>Resigned</td>
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<tr>
<td>Shannon Ross</td>
<td>Secretary</td>
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<tr>
<td>Erika Hernandez</td>
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<td>X</td>
</tr>
</tbody>
</table>

Votes Counted: 10

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: DOUG EPPERHART
Print/Type Name: DOUG EPPERHART
Date: October 15, 2018

Authorized Signature: LOUIS DOMINGUEZ
Print/Type Name: LOUIS DOMINGUEZ
Date: October 15, 2018
Subject: LLOYD STAFFING INC Transaction Receipt - Reference Number 232109628

From: LLOYD STAFFING INC (notifications@paytrace.com)
To: sakerblom@yahoo.com
Date: Wednesday, October 17, 2018, 5:40 AM PDT

LLOYD STAFFING INC
445 BROADHOLLOW RD
MELVILLE, NY 11747
631-777-7600
10/17/2018 8:39:42 AM
Reference Number: 232109628
Total: $128.70
Transaction Type: Sale
Transaction Status: Pending Settlement
Card Type: MasterCard
Card Number: xxxxxxxxxxxxxxx0817
Entry Method: Keyed
Approval Code: 014198
Approval Message: APPROVAL
CSC Result:
Customer Name: Coastal San Pedro NC
Invoice: 403955
Thank You
Invoiced to:
La Dept Neighborhood Council
Coastal San Pedro
1353 W 25th Street Suite #223
San Pedro, CA 90732

Attention of: Louis Dominguez

Thank you for choosing Lloyd Staffing

<table>
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<tr>
<th>DATE</th>
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Thank you for your part in our Placements with a Purpose program. Every placement generated by Lloyd supports JDRF with a donation to help fight diabetes.

PAY THIS AMOUNT: $128.70
TOTAL: $128.70

Originally rec'd 8-21-18 with no timesheet
Office of the City Clerk  
Administrative Services Division  
Neighborhood Council (NC) Funding Program  
Board Action Certification (BAC) Form  

NC Name: COASTAL SAN PEDRO  
Budget Fiscal Year: 2018-2019  
Meeting Date: October 15, 2018  
Agenda Item No: 19. Lloyd Staffing Invoices FY 2017-2018  

Board Motion and/or Public Benefit Statement (CIP and NPG):  
10. Approval of four invoices from Lloyd Staffing for FY18, total $362.99:  
- 27 May 2018 #403819, $144.20 — Bookkeeping  
- 5 June 2018 #403865, $128.70 — Transcription  
- 10 June 2018 #404560, $50.09 — Transcription  
- 17 June 2018 #404204 (revised) credit of $77.22 — Transcription  

Method of Payment: (Select One)  
☐ Check  ☐ Credit Card  ☐ Board Member Reimbursement  

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.  

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</table>

Board Quorum: 9  
Total: 10

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:  
[Signature]

Print/Type Name: DOUG EPPERHART  
Date: October 15, 2018

Authorized Signature:  
[Signature]

Print/Type Name: LOUIS DOMINGUEZ  
Date: October 15, 2018
Subject: LLOYD STAFFING INC Transaction Receipt - Reference Number 232109716

From: LLOYD STAFFING INC (notifications@paytrace.com)
To: sakerblom@yahoo.com
Date: Wednesday, October 17, 2018, 5:41 AM PDT

LLOYD STAFFING INC
445 BROADHOLLOW RD
MELVILLE, NY 11747
631-777-7600
10/17/2018 8:40:19 AM
Reference Number: 232109716
Total: $90.09
Transaction Type: Sale
Transaction Status: Pending Settlement
Card Type: MasterCard
Card Number: xxxxxxxxxxxx0817
Entry Method: Keyed
Approval Code: 068404
Approval Message: APPROVAL
CSC Result:
Customer Name: Coastal San Pedro NC
Invoice: 404059

Thank You
**INVOICE**

Attention of: Louis Dominguez  
La Dept Neighborhood Council  
Coastal San Pedro  
1353 W 25th Street Suite #223  
San Pedro, CA 90732

---

Thank you for choosing Lloyd Staffing  
**PO#**

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Thank you for your part in our Placement with a Purpose program. Every placement generated by Lloyd supports JDRF with a donation to help fight diabetes.

**PAY THIS AMOUNT**  
**TOTAL**  
$90.09
Coastal SP NC

Transcription

Coastal San Pedro Neighborhood Council
10005 S. Gaffey St. #37, San Pedro, CA 90731

President

5-10-18

Evelyn Akerblom

Tracy Ackerman

Transcript

Employee Name: [Name]

Coastal SP NC

Coastal SP NC

EMPLOYEE INFORMATION

To avoid delays be sure timesheets are completely filled out. This includes required signatures by yourself and authorized representative of the client.

OVERTIME

You are permitted to work overtime only with the request and approval of the client. Approval must be obtained from us by the client. WORK WEEK: Work in excess of (40) forty hours in a work week (Monday-Sunday) will be paid at one and one-half (1-1/2) your regular rate.

LUNCH

Your lunch hour will be determined by your supervisor to whom you are assigned. When working a full day, the law requires a minimum of 1/2 hour of lunch.

ACCIDENTS - LATE RESIGNATIONS

Call us immediately if you must be absent or late. Do not call the client. Lloyd Staffing will call the client.

ON-SITE JOB SAFETY

Employee's accident or injury sustained while working on the assignment that has not been previously reported to the Human Resources office at Lloyd.

TRAINING

You must complete the Training Orientation every time you go to a new assignment.

Coastal SP NC

Coastal SP NC

Coastal SP NC
Office of the City Clerk
Administrative Services Division
Neighborhood Council (NC) Funding Program
Board Action Certification (BAC) Form

NC Name: COASTAL SAN PEDRO
Budget Fiscal Year: 2018-2019
Meeting Date: October 15, 2018
Agenda Item No: 19. Lloyd Staffing Invoices FY 2017-2018

Board Motion and/or Public Benefit Statement (CIP and NPG):
19. Approval of four invoices from Lloyd Staffing for FY16, total $52,99:
27 May 2016 #408919, $144.20 — Bookkeeping
3 June 2016 #409858, $289.70 — Transcription
10 June 2016 #404065, $500.00 — Transcription
17 June 2016 #404234 (twiced) credit of $77.22 — Transcription

Method of Payment: [Select One] □ Check □ Credit Card □ Board Member Reimbursement

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

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Board Quorum: 9
Total: 10 — — — 0 1 —

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Authorized Signature: [Signature]
Print/Type Name: DOUG EPPERHART
Date: October 15, 2018

Authorized Signature: [Signature]
Print/Type Name: LOUIS DOMINGUEZ
Date: October 15, 2018
LLOYD STAFFING INC Transaction Receipt - Reference Number 233431593

From: LLOYD STAFFING INC (notifications@paytrace.com)
To: sakerblom@yahoo.com
Date: Friday, October 26, 2018, 6:20 AM PDT

LLOYD STAFFING INC
445 BROADHOLLOW RD
MELVILLE, NY 11747
631-777-7600
10/26/2018 9:20:01 AM
Reference Number: 233431593
Total: $128.70
Transaction Type: Sale
Transaction Status: Pending Settlement
Card Type: MasterCard
Card Number: xxxxxxxxxxxxx0817
Entry Method: Keyed
Approval Code: 073951
Approval Message: APPROVAL
CSC Result:
Customer Name: Coastal San Pedro NC
Invoice: 406349
Thank You
**INVOICE**

You may pay by ACH/wire to:
Wells Fargo Bank, N.A.
Routing #: 121000248
Account #: 4060542594

Credit Cards Accepted

---

**Please remit payment to:**
Lloyd Staffing, Inc.
PO Box 780984
Philadelphia, PA 19178-0994
Billing inquiries: 831.370.7434

**Attention of:** Louis Dominguez
La Dept Neighborhood Council
Coastal San Pedro
1353 W 25th Street Suite #223
San Pedro, CA 90732

Thank you for choosing Lloyd Staffing

<table>
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Thank you for your part in our Placements with a Purpose program. Every placement generated by Lloyd supports JDRF with a donation to help fight diabetes.

PAY THIS AMOUNT > TOTAL $128.70
Wrong date should be 10/21/18
Tracy Crocco

From: Luly Santana
Sent: Tuesday, October 23, 2018 12:54 PM
To: Tracy Crocco; *PAYROLL
Subject: FW: Akerblom time sheets - issues and approval needed
Attachments: Akerblom Coastal SP NC Bookkeeping October 1 of 2 we 10-14-18 should be w-e 10-21-18.pdf; Akerblom Coastal SP NC Transcription we 10-14-18 should be w-e 10-21-18.pdf

Hi,

Forwarding this to you because she made a correction on the portal time she submitted to assure we pay and bill correctly.

Sheryl Akerblom Job ID 227987 (bookkeeper)
Hours Pay $21.85 Bill $28/84 w/e 10/21/18

Sheryl Akerblom Job ID 228198 (transcription)
Hours Pay $18.00 Bill $25.74 approved on line w/e 10/21/18

My best,

Luly Santana
18000 Studebaker Road, Suite 700
Cerritos, CA 90703
LSantana@LLloydStaffing.com

Lloyd Staffing
CONNECTING TALENT
Office: 562.402.4597
www.lloydstaffing.com
All things are possible...

From: Sheryl Akerblom [sakerblom@yahoo.com]
Sent: Sunday, October 21, 2018 3:46 PM
To: Doug Epperhart; Luly Santana
Subject: Akerblom time sheets - issues and approval needed

Hello Doug and Luly,
Doug, I still need you to approve the 5 hours for bookkeeping from w/e 10-14-18, that should be for w/e 10-21-18 please.
Luly, I am not sure if it was me or the system. Both of the attached time sheets should have been in this week ending 10-21-18.
The transcription was for Monday 10/15/18 and the bookkeeping was for Tuesday 10/16/18.
Thank you,
LLOYD STAFFING INC Transaction Receipt - Reference Number 233431718

From: LLOYD STAFFING INC (notifications@paytrace.com)
To: sakerblom@yahoo.com
Date: Friday, October 26, 2018, 6:21 AM PDT

LLOYD STAFFING INC
445 BROADHOLLOW RD
MELVILLE, NY 11747
631-777-7600
10/26/2018 9:20:42 AM
Reference Number: 233431718
Total: $144.20
Transaction Type: Sale
Transaction Status: Pending Settlement
Card Type: MasterCard
Card Number: xxxxxxxxxxxx0817
Entry Method: Keyed
Approval Code: 088652
Approval Message: APPROVAL
CSC Result:
Customer Name: Coastal San Pedro NC
Invoice: 406340

Thank You
**INVOICE**

Please remit payment to:
Lloyd Staffing, Inc.
PO Box 780994
Philadelphia, PA 19178-0994
Billing inquiries: 631.370.7434

**Attention of:** Louis Dominguez
La Dept Neighborhood Council
Costal San Pedro
1353 W 25th Street Suite #223
San Pedro, CA 90732

---

**BILL TO:**

**Please note:** This invoice is due upon receipt.

Thank you for choosing Lloyd Staffing

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Thank you for your part in our Placements with a Purpose program. Every placement generated by Lloyd supports JDRF with a donation to help fight diabetes.

**PAY THIS AMOUNT >**

**TOTAL**

$144.20
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Hours Totals:  
Regular: 5.00

Wrong date
Should be w/e 10-21-18
Hi,

Forwarding this to you because she made a correction on the portal time she submitted to assure we pay and her and bill correctly.

**Sheryl Akerblom Job ID 227987 (bookkeeper)**
*Hours Pay $21.85 Bill $28/84 w/e 10/21/18*

**Sheryl Akerblom Job ID 228198 (transcription)**
*Hours Pay $18.00 Bill $25.74 approved on line w/e 10/21/18*

My best,

Luly Santana
18000 Studebaker Road, Suite 700
Cerritos, CA 90703
LSantana@LLloydStaffing.com

---

From: Sheryl Akerblom [sakerblom@yahoo.com]
Sent: Sunday, October 21, 2018 3:46 PM
To: Doug Epperhart; Luly Santana
Subject: Akerblom time sheets - issues and approval needed

Hello Doug and Luly,

Doug, I still need you to approve the 5 hours for bookkeeping from w/e 10-14-18, that should be for w/e 10-21-18 please.

Luly, I am not sure if it was me or the system. Both of the attached time sheets should have been in this week ending 10-21-18.

The transcription was for Monday 10/15/18 and the bookkeeping was for Tuesday 10/16/18.

Thank you,
### Invoice

**3601 S. Gaffey St**  
**San Pedro CA 90731**

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
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<tr>
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**Total**  
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**Total**  
$200.00
**Board Action Certification (BAC) Form**

**NC Name:** COASTAL SAN PEDRO  
**Meeting Date:** September 17, 2018

**Budget Fiscal Year:** 2018-2019

**Agenda Item No:** 15. Expenses

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

15. Approval of Monthly Expenses, including approval of Treasurer's payment of all recurring Neighborhood Council expenses including (but not limited to) Lloyd Staffing, The Mailing, Angels Gate Cultural Center meeting expenses, vendor(s) for meeting refreshments, and office supplies.

**Method of Payment: (Select One)**
- [ ] Check  
- [ ] Credit Card  
- [x] Board Member Reimbursement

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

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**Board Quorum:** 9  
**Total:** 13  
- 1  
- 3  

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:**  
**Print/Type Name:** DOUG EPPERHART  
**Date:** September 17, 2018

**Authorized Signature:**  
**Print/Type Name:** LOUIS DOMINGUEZ  
**Date:** September 17, 2018
<table>
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<th>Quantity</th>
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<td>11,387</td>
<td>POSTAGE @ PRE-SORT STANDARD RATES. (<strong>OCTOBER / NOVEMBER 2018 NEWSLETTER MAILING</strong>)</td>
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Thank you for your business. Total $2,595.98
Office of the City Clerk  
Administrative Services Division  

Neighborhood Council (NC) Funding Program  
Board Action Certification (BAC) Form

NC Name: COASTAL SAN PEDRO  
Meeting Date: September 17, 2018

Budget Fiscal Year: 2016-2019  
Agenda Item No: 16.b. Outreach $4,500

Board Motion and/or Public Benefit Statement (CIP and NPG):  
16. Approval of funding requests received from committees:
   B. Outreach ($4,500)  
The Coastal San Pedro Neighborhood Council authorizes expenditure of an amount not to exceed $3,000 for Penny Mailing Service for postage and mailing of the newsletter.
The Coastal San Pedro Neighborhood Council authorizes expenditure of an amount not to exceed $1,500 for Reeds Printing for printing of the newsletter.

Method of Payment: (Select One)  
☐ Check  ☐ Credit Card  ☐ Board Member Reimbursement

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Authorized Signature:  
Print/Type Name: DOUG EPPERHART  
Date: September 17, 2018

Authorized Signature:  
Print/Type Name: LOUIS DOMINGUEZ  
Date: September 17, 2018
**PERRY MAILING SERVICES**
2531 W. 237TH ST STE #126
TORRANCE CA 90505

Bill To:
COASTAL SAN PEDRO NEIGHBORHOOD COUNCIL
376 W. 14TH ST.
SAN PEDRO, CA. 90731

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**POSTAGE, MAILING SERVICES, COMPUTER SERVICES, AND ALL DELIVERY FEES, DEPOSIT MUST BE RECEIVED PRIOR TO DELIVERY OF FINISHED MAILING TO POST OFFICE, AND WILL BE FOLLOWED WITH U.S.P.S. POSTAL RECEIPT. (**PROOF OF DELIVERY**)  

**ALL SERVICES ARE PRO-RATED AND INVOICED TO EXACT PC. COUNT MAILED.**  

--- ADDITIONAL FEE IF INVOICE IS PAID VIA, CREDIT OR DEBIT CARD ---

Thank you for your business.

**Total** $2,595.98
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Administrative Services Division  

**Neighborhood Council (NC) Funding Program**  
Board Action Certification (BAC) Form  

**NC Name:** COASTAL SAN PEDRO  
**Meeting Date:** September 17, 2018  
**Budget Fiscal Year:** 2016-2019  
**Agenda Item No:** 16.b. Outreach $4,500  

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**Total:** 14  

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**Authorized Signature:**  
[Signature]

**Print/Type Name:**  
DOUG EPPERHART

**Date:** September 17, 2018  

**Authorized Signature:**  
[Signature]

**Print/Type Name:**  
LOUIS DOMINGUEZ

**Date:** September 17, 2018

NCPF 101 BAC Rev020118