

Monthly Expenditure Report



Reporting Month: August 2020

Budget Fiscal Year: 2020-2021

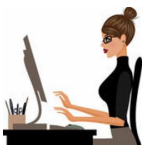
NC Name: Central San Pedro
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$32482.57	\$535.52	\$31947.05	\$0.00	\$0.00	\$31947.05

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$31802.73	\$535.52	\$30447.05	\$0.00	\$30447.05
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00
Neighborhood Purpose Grants	\$1000.00	\$0.00	\$1000.00	\$0.00	\$1000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$820.16	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	OFFICE DEPOT #2270	08/07/2020	Paper for Homeless Resources Flyer	General Operations Expenditure	Office	\$20.52
2	IN THE MAILROOM	08/19/2020	Monthly expense for virtual office.	General Operations Expenditure	Office	\$400.00
3	SAN PEDRO MINI PAC	08/19/2020	Monthly storage unit fees.	General Operations Expenditure	Office	\$70.00
4	EIG CONSTANTCONTACT.CO	08/27/2020	Monthly email maintenance service	General Operations Expenditure	Office	\$45.00
Subtotal:						\$535.52

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



INVOICE

The Mailroom

Kristina Smith
1840 S Gaffey St
Suite 102
San Pedro, CA 90731
United States

ksmith-mailroom@mail.com

Invoice #: 0996-CeSPNC
Invoice date: Aug 18, 2020
Reference: JULY 2020
Due date: Aug 28, 2020

Amount due:
\$400.00

Bill To:

Central San Pedro Neighborhood Council
1840 S. Gaffey Street #212
San Pedro, CA 90731
United States

treasurer@centralsanpedro.org

Description	Quantity	Price	Amount
<p>VIRTUAL OFFICE FEES - JULY 2020</p> <p>Fiscal Year 2020-2021 approved proposal for the following services: Phone Answering Service and Answering/Forwarding of info@centralsanpedro.org emailso; Printing Services for Agendas, Meeting Notices & Compiling Agenda Packets incl converting all files to PDF, combining all files, numbering pages, stapling (not to exceed 1000 copies/mo. Paper/Ink pd by CeSPNC.; Mail and Email Service (Send out First Class Mail on Board Approved Correspondence); Email Blasts of news and agendas and maintenance of lists (utilizing Constant Contact) ; Newsletter via Email Blast up to 2 per month; Email Blasts of news and agendas and maintenance of lists (utilizing Constant Contact); Equipment storage (PA Systems/Copier/Files/ signs/banners/Misc.); Website Maintenance – Uploading of documents (agendas/minutes) and events, flyers, post news, etc.</p>	1	\$400.00	\$400.00
		Subtotal	\$400.00
		Shipping	\$0.00
		Total	\$400.00 USD

THE MAILROOM

1840 S. GAFFEY STREET
SUITE 102
SAN PEDRO, CA 90731
3105141797

08/18/2020 - 17:26 PDT

Sale

Total	\$400.00
MasterCard	...6706
Name on Card	
Auth Code	084260
Trans ID	PH0044318225
Merchant No	...3929

Thank you for your business!

Customer copy

Payment Receipt

Mini-Pac, Inc
1951 N. Gaffey Street
San Pedro, CA 90731 (USA)
Phone/Fax No : (310)832-4770 / (310)832-5394
MPacSP@decurion.com

Receipt # 29180
Payment Date 8/19/2020 12:26:28 PM
Lease # 1267

CITY OF LOS ANGELES, ,
 CENTRAL SAN PEDRO NEIGHBORHOOD
 COUNCIL
 200 N. SPRING STREET, #224
 LOS ANGELES, CA - 90012 (USA)

Charges Applied												
Unit #	Unit Type	Description	From Date	To Date	Amt.	Disc.	Tax	Total	Paid	Allown.	Bal.	Pymnts
01-2263	5 X 5 SECO	Rent Charged	08/19/2020	09/18/2020	\$70.00	\$0.00	\$0.00	\$70.00	\$0.00	\$0.00	\$70.00	\$70.00
								\$70.00	\$0.00	\$0.00	\$70.00	\$70.00

Total Due \$70.00
Total Paid By Cash \$0.00
Total Paid By Check \$0.00
Total Paid By Credit Card \$70.00
Balance Due \$0.00
Paid Thru Date 9/18/2020

Credit Card Type MasterCard **Credit Card #** *****6706 **Authorization #** 417778040

I agree to pay the above amount according to Card Issuer Agreement (Merchant Agreement if Credit Voucher)

X _____

X _____

Signature of the Customer

Signature of the Manager



[Print](#)

Billing Activity - Invoices

Central San Pedro Neighborhood Council

*Attn: Linda Nutile
200 North Spring Street
Los Angeles CA 90012
US
P: 310-918-8650*

Today's Date: 09/01/2020

User Name: centralsanpedronc

Invoices from 08/25/2020 to 09/01/2020

Date	Description	Charge Amount	Credit Amount
09/01/2020	Invoice #299218070		\$45.00
	Constant Contact Toolkit - Email		
	Contacts		
	501 - 2,500 Contacts		
	Maximum Number of Contacts This Billing Period:	\$45.00	
	1427		
	Period from 09/01/2020 to 09/30/2020		

Billing questions? [Contact Support](#)

Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US