

Monthly Expenditure Report



Reporting Month: October 2021

Budget Fiscal Year: 2021-2022

NC Name: Central San Pedro
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$33314.66	\$515.00	\$32799.66	\$12.30	\$0.00	\$32787.36

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$25750.40	\$515.00	\$22729.66	\$12.30	\$22717.36
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$3000.00	\$0.00	\$3000.00	\$0.00	\$3000.00
Neighborhood Purpose Grants	\$8000.00	\$0.00	\$7070.00	\$0.00	\$7070.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$3435.74	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	IN THE MAILROOM	10/05/2021	Monthly expense for mailroom approved in annual budget	General Operations Expenditure	Office	\$400.00
2	EXTRA SPACE 7291	10/22/2021	Storage unit, Monthly expense. Approved in Annual Budget	General Operations Expenditure	Office	\$70.00
3	EIG CONSTANTCONTACT.CO	10/27/2021	Monthly operational expense Constant contact . Approved in Annual Budget	General Operations Expenditure	Office	\$45.00
Subtotal:						\$515.00

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Interpreters Unlimited	11/10/2021	Proxy payment for interpretation service request for General Board meeting.	General Operations Expenditure	Office	\$12.30
Subtotal: Outstanding						\$12.30

INVOICE

The Mailroom

Kristina Smith

1840 S Gaffey St, Suite 102, San Pedro, CA 90731, UNITED STATES

ksmith-mailroom@mail.com



Invoice No#: 128-CESPNC

Invoice Date: Oct 4, 2021

Reference: SEPTEMBER 2021 SERVICES

Due Date: Oct 14, 2021

\$400.00

AMOUNT DUE

BILL TO

Central San Pedro Neighborhood Council

1840 S. Gaffey Street #212, San Pedro, CA 90731, UNITED

STATES

treasurer@centralsanpedro.org

#	ITEMS & DESCRIPTION	QTY/HRS	PRICE	AMOUNT(\$)
1	VIRTUAL OFFICE FEES - SEPTEMBER 2021 Fiscal Year 2021-2022 board approved services: Phone Answering Service and Answering/Forwarding of info@centralsanpedro.org emails; 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. Constant Contact Account Fees not included.	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

10/04/2021 - 18:43 PDT

Sale

Total	\$400.00
MasterCard	...4897
Name on Card	
Auth Code	079272
Trans ID	MQ0044132216
Merchant No	...3929

Thank you for your business!

Customer copy



1951 N Gaffey St
San Pedro, CA 90731

(424) 570 - 6767 / extraspace.com

October 22, 2021 1:51 PM PDT

External Payment

Transaction # 92112861 / CeSPNC C

Rent 2263 70.00
10/19/21 - 11/18/21

.....
Transaction Total **\$70.00**

Payment Method

Mastercard ending in 4897 70.00

.....
Payment Total **\$70.00**

Merchandise Returns will be accepted in original packaging within 30 days of purchase.

Give yourself one less thing to worry about by signing up for easypay at:

myaccount.extraspace.com

Thank you for your recent payment. Your payment receipt is found below.



Payment Receipt
for October 27, 2021

Central San Pedro Neighborhood Council
Attn.: Evgeniia Bulanova
200 North Spring Street
Los Angeles, CA 90012
US
310-918-8650

Today's Date: October 27, 2021
Payment Date: October 27, 2021
Payment Method: MasterCard (last 4 digits: 4897)
User Name: centralsanpedronc

Thank you for your payment!

Description	Amount Paid
Payment - Credit Card - 4897	\$45.00

Amounts shown may reflect sales tax which is applicable in certain areas.

Note you can continue to view payment receipts online. Log into your Constant Contact account, click the [My Account](#) link in the upper right hand corner of the Home page, and choose the View Payment Receipts option.

You may also use the Opt In/Out of Payment Receipt E-Mails link on the [My Account](#) page to opt out of receiving payment receipt emails in the future.

We appreciate your business.
Best Regards,
Constant Contact Billing
1601 Trapelo Road, Suite 329 - Waltham, MA 02451

Questions? Please give us a call!
US / Canada Toll Free: (855) 229-5506
UK Toll Free: 0808-234-0942
Outside US / Canada: 0808-234-0945

Need to cancel your account? Just give us a call!
US / Canada Toll Free: 855-229-5506
UK Toll Free: 0808-234-0945
Outside US / Canada: +1 781-472-8120

Please do not reply to this email, as the reply address does not go to a monitored mailbox. If you have additional questions, please visit our Help Center at <http://www.constantcontact.com/help>.

A \$30 credit for you—and a friend

As a Constant Contact customer, you can [refer a friend](#) and receive a \$30 credit—for you and your friend. Here's how our **Refer a Friend** program works:

For every friend that you refer who becomes a paying Constant Contact customer, your Constant Contact account will be awarded a \$30 credit. Plus, the person you referred will receive a \$30 account credit upon paying for their first month of service. It's a win-win for you—and your friend! [Refer a Friend today!](#)

And if you haven't yet checked out **Constant Contact Community**, don't wait another minute! Community empowers small organizations to gain maximum impact from their marketing activities by offering a place for conversation, connection and collaboration with others like them to learn, share and grow their business. [Check it out today!](#)

