Monthly Expenditure Report



Reporting Month: November 2020 Budget Fiscal Year: 2020-2021

NC Name: Empowerment Congress Southwest

Monthly Cash Reconciliation						
Beginning Balance	Beginning Balance Total Spent		Outstanding	Commitments	Net Available	
\$48049.04	\$3172.90	\$44876.14	\$3777.67	\$0.00	\$41098.47	

	Monthly Cash Flow Analysis							
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available			
Office		\$2530.26		\$0.00				
Outreach	\$22000.00	\$642.64	\$15793.22	\$3777.67	\$12015.55			
Elections		\$0.00		\$0.00				
Community Improvement Project	\$3000.00	\$0.00	\$3000.00	\$0.00	\$3000.00			
Neighborhood Purpose Grants	\$7000.00	\$0.00	\$2000.00	\$0.00	\$2000.00			
Funding Requests Under Review: \$0.00		Encumbrar	nces: \$0.00	Previous Expenditures: \$8033.88				

			Expenditures			
#	Vendor	Date	Description	Description Budget Category S		Total
1	APPLE.COM/US	11/19/2020	for the purchase of desktop computer (including software) for the ECSWANDC office	General Operations Expenditure	Office	\$251.80
2	EIG CONSTANTCONTACT.CO	11/29/2020	Monthly payment to vendor for electronic outreach to stakeholders	stakeholders		\$45.00
3	City of Los Angeles Publishing Services	11/06/2020	Motion to use 2020-2021 encumbrance funds to purchase business cards from the City of Los Angeles Publishing Services for ECSWANDC board members Lonella Enix, Elice Hennessee, Turner Roberts a	General Operations Expenditure	Outreach	\$221.20
4	Unisource Solutions	11/10/2020	Motion to approve the use of 2020-2021 encumbrance funds to purchase office furniture for the ECSWANDC office located in the Constituent Center from Unisource in an amount not to exceed 2300.0	General Operations Expenditure	Office	\$2278.46
5	WENDY L. MOORE / MOORE BUSINESS RESULTS	11/06/2020	Motion to approve 2020-2021 Administrative packet	General Operations Expenditure	Outreach	\$376.44
	Subtotal:					\$3172.90

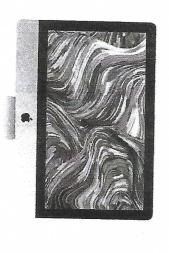
Outstanding Expenditures

#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	WENDY L. MOORE / MOORE BUSINESS RESULTS	11/17/2020	Motion to use 2020-2021 encumbrance funds to pay Moore Business Results to build a new website on an updated platform in an amount not to exceed 4000.00 dollars.	General Operations Expenditure	Outreach	\$3500.00
2	WENDY L. MOORE / MOORE BUSINESS RESULTS	12/03/2020	Approve the 2020-2021 Administrative package which includes the line item for Moore Business Results monthly fee for electronic outreach to stakeholders	General Operations Expenditure	Outreach	\$277.67
	Subtotal: Outstanding	9				\$3777.67

Your bag total is \$2,083.26.

Free delivery and free returns.

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21.5-inch iMac with Retina 4K display 1 >

Show product details ~

AppleCare+ for iMac

Automatically registered with your Apple hardware.

Add a gift message

Order today, delivers:
Jul 13 - Jul 15 - Fastest
Jul 14 - Jul 16 - Free

Delivery options for: 90044 ~

Pickup:

Apple Store Pickup is currently unavailable

\$1,499.00

Remove

\$169.00Remove

Add

Office Home & Business

1 PC/Mix 2019

Ba Microsoft

\$2,083.26

Total

Office of the City Clerk							
Administrative Services Division						J- (1)	705
Neighborhood Council (NC) Funding Prog	ram					A de la companya de l	
Board Action Certification (BAC) Form						969	
NC Name: ECSWANDC	Meeting Date:	October 19, 2	2020				
Budget Fiscal Year: 2020-2021	Agenda Item I						
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to use 20	020-202			to purcha	se all-in-o	ne deskton
outcoment (cir and Ard).	computer from A	Apple.co	m in an am	ount not to	exceed 2	2200.00 do	llars
Method of Payment: (Select One)	☐ Check		Credit Card		☐ Boar	d Member Reimb	ursement
Recused Board Member	rs must leave the room prio		ote Count ussion and may no	ot return to the re			
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	
Kyle Brown	Residential Rep (Area 3)	х		- Tabatan	Absent	mengible	Recused
Lonella Enix	Social Media Rep	х					
Jason Franklin	At-Large Rep				Х		
Elice Hennessee	Residential Rep (Area 5)	Х			^ -		
Margaret Peters	At-Large Rep	x				<u> </u>	
Dr. Turner Roberts	Residential Rep (Area 4)	x					
Daniel Stewart	Residential Rep (Area 2)	×		-			***************************************
Michael Guynn	Organizational Rep		<u> </u>				
Wildright Cayriii	Organizational Nep	Х					
							-

		7					
Board Quorum: 7	Total:	7					
Ve, the authorized signers of the above n neeting was held in accordance with all la neeting where a quorum of the Board was	named Weighborhood Counc aws, policies, and procedure	il. declare th	at the information e was approved b	n presented on the	is form is accur and Council Boa	ate and complete rd, at a Brown A	e, and that a public ct compliant public
uthdrized Senature	/		Authorized Signa	ature:	lla H	nu E	
rint/Type Name: Margaret Peter	S		Print/Type Name	VLonella E		<i>y</i>	
October 16, 2020			Date: Octob	er 16, 202	0		



Print

Billing Activity - Invoices

Today's Date: 12/01/2020 **ECSWANDC** User Name: ecswandc Attn: Margaret Peters

8475 S. Vermont Ave. Los Angeles CA 90044 US

P: 3239054742

Invoices from 11/01/2020 to 12/01/2020

Date **Description Charge Amount Credit Amount**

\$45.00

11/29/2020 Invoice #319762757

Constant Contact Toolkit - Email Plus

Contacts

0 - 500 Contacts

Maximum Number of Contacts This Billing Period: 202 \$45.00

Period from 11/29/2020 to 12/28/2020

Billing questions? Contact Support

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



City of Los Angeles - Publishing Services

DEPT. 40, FUND 706, APPR 40000A REVENUE SOURCE 4591 555 Ramirez St. Space 200

Los Angeles, CA 90012 Phone: (213) 473-8400

Fax: (213) 473-8416

Empowerment Congress Southwest Area Neighborhood Council Danielle Strickland 8475 S. Vermont Ave. Los Angeles, CA 90044

INVOICE

Invoice #	2005167
Invoice Date	6/24/20
Date Shipped	
Ship Via	Our Driver
Fund Number	DIRECT PAY
Terms	Net 30 Days
P.O. Number	20ECSWA02
Job Number	20ECSWA02

Quantity	Description	Unit Price	UM	Amount
800	BUSINESS CARDS 4 NAMES - EMPOWERMENT CONGRESS SOUTHWEST AREA BUS CARDS 2/C W/COLOR NC LOGO 8UP 1 SIDED 4 NAMES 1 LOT EA C/O LONELLA ENIX (323)547-1431 \$221.20	\$221.20		\$221.20
Thank you for y	our Business!!	Subtotal Sales Tax		\$221.20 \$0.00
		Total Due		\$221.20

Customer Code: NC-ECSWA

Invoice Number: 2005167

Invoice Date : 6/24/20

Invoice Amount: \$221.20

Amount Paid:

Remit To:

City of Los Angeles - Publishing Services DEPT. 40, FUND 706, APPR 40000A REVENUE SOURCE 4591 555 Ramirez St. Space 200 Los Angeles, CA 90012

Remitter:

Empowerment Congress Southwest Area Neighborhood Council Danielle Strickland 8475 S. Vermont Ave. Los Angeles, CA 90044

Office of the City Clerk Administrative Services Division Neighborhood Council (NC) Funding Program **Board Action Certification (BAC) Form** NC Name: ECSWANDC Meeting Date: October 19, 2020 Budget Fiscal Year: 2020-2021 Agenda Item No: VI. a. iii Board Motion and/or Public Benefit Motion to use 2020-2021 encumbrance funds to purchase business cards from the City of Statement (CIP and NPG): Los Angeles Publishing Services for ECSWANDC board members Lonella Enix, Elice Hennessee, Turner Roberts, and Kawika Smith in an amount not to exceed 700.00 dollars ☐ Credit Card Check ☐ Board Member Reimbursement Method of Payment: (Select One) **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** No **Board Position** Yes **Abstain Absent** Ineligible Recused Kyle Brown Residential Rep (Area 3) Х Lonella Enix Social Media Rep Х Jason Franklin At-Large Rep Х Elice Hennessee Residential Rep (Area 5) Х **Margaret Peters** At-Large Rep X Dr. Turner Roberts Residential Rep (Area 4) X **Daniel Stewart** Residential Rep (Area 2) X Michael Guynn Organizational Rep X Total: **Board Quorum: 7** We, the authorized signers of the above parted Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with 📶 laws, polities, 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; Margaret Reters

Date: October 16, 2020



Data Chimmad Contaman DO

Unisource Solutions 8350 Rex Road Pico Rivera, CA 90660 Phone: (562) 949-1111 www.unisourceit.com Invoice

Page: 1 of 1

 Invoice Date:
 08/27/2020

 Date Due:
 08/27/2020

 Invoice Number:
 18063

 Apply To:
 18063

 Project:
 14275

 Order:
 14275.002

Bill To: 1339-87 Attention: Alexander Tagle City of Los Angeles ECSWANDC C/O Lonella Enix 8475 S. Vermont Ave. Los Angeles, CA 90044 Ship To/ Install Loc: 1339-84 Attention: Site Contact City of Los Angeles ECSWANDC c/o Lonella Enix 8475 S. Vermont Ave. Los Angeles, CA 90044

Date Shipped Customer PO	Job Title	Terms Sale		Sales Persor	า
	Proposal 2 -CD8 NC Office Furniture 207	Due on F	Receipt	Esmeralda A	vila
Line Item Number	Description	Invoice Qty	B.O. Qty	Unit Price	Extended
Order: 14275.002		Order Subtotal:			2,080.79
01de1: 112.0.002		Order Tax:			197.67
		TOTAL ORDER AMO	DUNT:		2,278.46
0 Dep: D100	Office Furniture - Desk and Storage Cabinet	abinet 1		2,278.46	2,278.46
		Deposit Subtotal			2,278.46
		Subtotal			2,278.46
Remit To: Unisource Solutions 8350 Rex Road Pico Rivera CA 90660					
		Please Pay This Amou	ınt - USD	>	\$2,278.46

Unisource will place order upon approval.

Unisource will receive new product, deliver and install per approved layout.

Labor quoted Monday to Friday Regular Business Hours.

Jobsite to be free and clear of other trades with easy access to elevator if applicable.

Delivery and installation is based on off-loading product at jobsite with direct staging and access for product assembly per floor plan. If off-site storage or on-site storage is required, additional handling will apply.

Note, Proposal does not include stair carry up. Services of an electrician or telecommunications contractor are not included and if needed are to be contracted separately.

Double handling of product or removal of existing product at jobsite is not included. Delivery and installation includes removal of all debris and packing related materials.

Office of the City Clerk							-
Administrative Services Division						San Contraction of the Contracti	0 105 110
Neighborhood Council (NC) Funding Prog	ram					do ob	
Board Action Certification (BAC) Form						Coff The	1010
NC Name: ECSWANDC			Meeting Date:	October 19, 2	2020		
Budget Fiscal Year: 2020-2021			Agenda Item N				
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to approve u ECSWANDC office not to exceed \$230	located in	i the Constitu	mbrance fun lent Center f	ds to purcha rom Unisour	ase office fun ce Solutions	niture for the in an amount
Method of Payment: (Select One)	■ Check		☐ Credit Card		☐ Board	d Member Reimb	ursement
Recused Board Member	s must leave the room prior		te Count ssion and may no	ot return to the r	oom until after I	he vote is compl	ete.
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Kyle Brown	Residential Rep (Area 3)	X					
Lonella Enix	Social Media Rep	х					
Jason Franklin	At-Large Rep				X		
Elice Hennessee	Residential Rep (Area 5)	х					
Margaret Peters	At-Large Rep	х					
Dr. Turner Roberts	Residential Rep (Area 4)	х					
Daniel Stewart	Residential Rep (Area 2)	х					
Michael Guynn	Organizational Rep	х					
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210							
Board Quorum: 7 We, the authorized signers of the above 1	Total:	7	at the informatio	n procented on t	this form is seen		
meeting was held in accordance with all meeting where a quorum of the Board was	laws, policies, and procedur	es. The abov	e was approved l	by the Neighbork	nood Council Bo	ard, at a Brown	Act compliant public
Ayithorized Signature			Authorized Sign	nature:	. // .	4	
Print/Type Margaret Pete	rs		Print/Type Nam	/ LA PUL	Enix	my)	
Date: October 16, 2020			Date: Octob	per 16, 202			



Invoice Number

Invoice #SW2020 1101

Date November 1, 2020

Ms. Lonella Enix Empowerment Congress Southwest Area Neighborhood Development Council 8475 S. Vermont Ave. Los Angeles, CA 90044 Please remit to:

Moore Business Results 19300 Rinaldi St. #7524 Porter Ranch, CA 91327

818 252-9399 http://www.moorebusinessresults.com/ City of LA Tax #549794-29

\$358.19
18.25
\$376.44

Thank you for your business. We appreciate working with you.

Please pay within 21 days of invoice date. Payments not received by that date may incur a late fee of \$25. We may also assess a 1.5% interest charge per month on late payments. Interest accrues retroactively from the invoice date. If the invoice is not paid within 90 days, additional collections fees may apply. Returned checks are \$25.

Date	Details	Hours
10/6/2020	Minutes, MERs, testing event, cvs town hall	0.42
10/7/2020	Agenda and public hearing. Eblast	0.58
10/9/2020	News: ready to vote. Eblast.	0.34
10/16/2020	Agenda. Eblast	0.34
10/20/2020	Meeting documents. Groundbreaking on calendar.	0.25
10/20/2020	Treasurer's Report, Minutes, Agendas & supporting documents. CVS support letter. Eblast.	0.58
10/28/2020	2021 meetings. Vote eblast.	0.50
	Communications Total	3.01
10/17/2020	Developer completed required update to Constant Contact form	0.25

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eighborhood Council (NC) Funding Prog	ram						
oard Action Certification (BAC) Form						The state of the s	
Name: ECSWANDC			Meeting Date:	June 27, 2020			
idget Fiscal Year: 2019-2020			Agenda Item N	lo: IV., d.			the state of the s
pard Motion and/or Public Benefit atement (CIP and NPG);	Approve the 2020)-2021	Administra	tive Packet	t.		
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Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Kecuseu
Kyle Brown	Residential Rep. (Area 3)	X		-		<u> </u>	
Lonella Enix	Social Media Rep.	X		1		-	
Jason Franklin	Organizational Rep.	X					
Michael Guynn	Organizational Rep.	X				1	
Elice Hennessee	Residential Rep. (Area 5)	Х					<u> </u>
Margaret Peters	At-Large Rep.	Х					
Turner Roberts	Residential Rep. (Area 4)	Х			<u> </u>		
Kawika Smith	At-Large Rep.				Х		
Daniel Stewart	Residential Rep. (Area2)	х					
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Board Quorum: 7	Total:	8			1	1	
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authorized Signature		7	Authorized	legiatule: Lili	MA	lix	
Print/Type Name: Jason Frank	in		Print/Type N	eme:Lonella	Enix	1	
Date: June 29, 2020	og en verske fan de skrive foar de gegelen jit de steken ar spin mei de de georgen stad en en en en en en e	- to the second	Date: June	29, 2020			