

Monthly Expenditure Report



Reporting Month: February 2020

Budget Fiscal Year: 2019-2020

NC Name: Coastal San Pedro
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$37283.51	\$1073.49	\$36210.02	\$6050.00	\$0.00	\$30160.02

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$31579.78	\$1073.49	\$21210.02	\$300.00	\$20160.02
Outreach		\$0.00		\$750.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$15000.00	\$0.00	\$15000.00	\$5000.00	\$10000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$9296.27	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Wix.Com, Inc.	02/02/2020	(Credit card transaction)	General Operations Expenditure	Office	\$228.00
2	IN THE MAILROOM	02/04/2020	(Credit card transaction)	General Operations Expenditure	Office	\$345.00
3	BIG NICK'S PIZZARIA	02/18/2020	(Credit card transaction)	General Operations Expenditure	Office	\$180.50
4	AMZN Mktp US UJ3UI5W93	02/25/2020	(Credit card transaction)	General Operations Expenditure	Office	\$44.99
5	Angels Gate Cultural Center	02/04/2020	17. APPROVAL OF MONTHLY EXPENSES, INCLUDING APPROVAL OF TREASURER'S PAYMENT OF ALL RECURRING NEIGHBORHOOD COUNCIL EXPENSES INCLUDING (BUT NOT LIMITED TO) LLOYD STAFFING, THE MA...	General Operations Expenditure	Office	\$275.00
Subtotal:						\$1073.49

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total

1	Rotary Club of San Pedro	02/14/2020	Resolved, the Coastal San Pedro Neighborhood Council allocates and authorizes the expenditure of \$750 to be paid to the San Pedro Rotary Club for a sponsorship fee for the Ninth Annual &I...	General Operations Expenditure	Outreach	\$750.00
2	Marine Mammal Care Center	02/25/2020	Resolved, the Coastal San Pedro Neighborhood Council allocates and authorizes the expenditure of \$5,000 to support the Marine Mammal Care Center	Neighborhood Purpose Grants		\$5000.00
3	Angels Gate Cultural Center	03/02/2020	APPROVAL OF MONTHLY EXPENSES, INCLUDING APPROVAL OF TREASURER'S PAYMENT OF ALL RECURRING NEIGHBORHOOD COUNCIL EXPENSES INCLUDING (BUT NOT LIMITED TO) LLOYD STAFFING, THE MAILRO...	General Operations Expenditure	Office	\$300.00
Subtotal: Outstanding						\$6050.00



Wix.com LTD

INVOICE #597374361**To**

Doug Epperhart
 Coastal San Pedro Neighborhood Council
 1840 S Gaffey Street #34
 San Pedro, California
 90012 US

Details

Invoice Status - Closed
 Issue Date: Jan 30, 2020

Service ID	Service Name	Bill Period	Billing Cycle	Quantity	Amount
626cb55	Pro	Feb 13, 2020 - Feb 13, 2021	Yearly	1	\$228.00
Total					\$228.00

Payment Date	Payment Method	Amount
Jan 30, 2020	Mastercard 0817	\$228.00
Total		\$228.00

If you have questions regarding this order please contact us:Premium support: billing@wix.comWebsite: <http://www.wix.com>

Phone number: 1-415-639-9034

Address: PO box 40190 San Francisco, CA United States

THE MAILROOM

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

02/04/2020 - 14:11 PST

Sale

Total	\$345.00
MasterCard	...0817
Name on Card	
Auth Code	071627
Trans ID	PK0272876609
Merchant No	...3929

Thank you for your business!

Customer copy



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

Invoice #: 0891-CSPNC
Invoice Date: Feb 4, 2020
Reference: JAN 2020
SERVICES
Due date: Feb 14, 2020

Amount due:
\$345.00

Bill To:

Coastal San Pedro Neighborhood Council
l.dominguez@yahoo.com

Description	Quantity	Price	Amount
JANUARY 2020 Services VIRTUAL OFFICE SERVICES: Includes printing and assembly of agenda packets for monthly meeting, printing of committee reports, agendas & meeting support documents requested by committee chairs; and physical posting of notices at Mailroom. Also includes telephone answering service. Flat monthly rate \$125.	1	\$125.00	\$125.00
MONTHLY WEBSITE SERVICES JAN 2020 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.	1	\$50.00	\$50.00
MONTHLY STORAGE FEES, JAN 2020 Storage fees for storing sound equipment, file cabinet w/files, current printer, old outdated printer & sorter, paper goods, canopy, banners, etc.	1	\$50.00	\$50.00
SOCIAL MEDIA/EMAIL BLAST MONTHLY FEE JAN 2020: Emails sent through Constant Contact to stakeholder list announcing upcoming committee meetings and monthly meetings. Also includes posting of meetings on CSPNC Facebook page.	1	\$25.00	\$25.00

Constant Contact - JAN 2020

Constant Contact Service @ \$45 per month. Paid by Mailroom due to CSPNC purchase card on file no longer being valid.

1 \$45.00 \$45.00

EMAILING OF LETTERS/RESOLUTIONS FOR PLANNING COMMITTEE

Emailing campaign to send all board approved resolutions by email to recipient list as provided. \$12.50 per letter

4 \$12.50 \$50.00

Subtotal \$345.00

Discount (\$0.00) \$0.00

Shipping \$0.00

Total \$345.00 USD

Big Nicks
1110 N Gaffey St
San Pedro CA 90731
310-732-5800

Ticket # 174
DELIVERY

Order Placed 02-18-2020 06:32 PM
Server: Briseida

XLarge
Build Your Own Pizza \$17.99

XLarge
Build Your Own Pizza
Italian Sausage
Pepperoni \$22.39

2 XLarge
Build Your Own Pizza
Pepperoni \$40.38

XLarge
Combo Pizza \$25.20

XLarge
Veggie Pizza \$22.59

1/2 Tray
Green Salad \$34.95

COMMON MESSAGE

EVERYTHING FOR 35 PEOPLE
ON ACCOUNT

Longshore Community Card -\$16.35
Subtotal: \$147.15
Del. Fee: \$3.99
State Tax : \$14.36
Tips: \$15.00
MasterCard: \$180.50
Grand Total: \$180.50

Issuer: MasterCard Card
#:****0817
Type: PreAuth Appro
val:069680
Tendered: \$180.50

SHANNON
310-809-1886
2965 VIA CABRILLO MARINA

02-18-2020 06:47 PM

Big Nicks
1110 N Gaffey St
San Pedro CA 90731
310-732-5800

02-18-2020 06:43 PM

Ticket # 174 Server: Briseida

PREAUTH NC

Card #: ****0817

Approval: 069680
Purchase: \$165.50
TIP: \$15.00
TOTAL: \$180.50

X _____
Cardholder Signature

I agree to pay the above total amount according to
the card issuer agreement.



Final Details for Order #112-0195206-9354675

[Print this page for your records.](#)

Order Placed: February 25, 2020
Amazon.com order number: 112-0195206-9354675
Order Total: \$44.99

Shipped on February 25, 2020

Items Ordered

	Price
1 of: <i>ASURION 4 Year Office Equipment Protection Plan with Tech Support</i>	\$44.99
<i>\$300-349.99</i>	
Sold by: Asurion, LLC (seller profile)	

Condition: New

Shipping Address:

Kristina Smith
1840 S GAFFEY ST
BOX 34
SAN PEDRO, CA 90731-5324
United States

Shipping Speed:

Expedited Shipping

Payment information

Payment Method:

MasterCard | Last digits: 0817

Item(s) Subtotal:	\$44.99
Shipping & Handling:	\$0.00

Billing address

Coastal San Pedro Neighborhood Council
200 N Spring Street
Los Angeles, CA 90012
United States

Total before tax:	\$44.99
Estimated tax to be collected:	\$0.00

Grand Total: \$44.99

Credit Card transactions

MasterCard ending in 0817: February 25, 2020: \$44.99

To view the status of your order, return to [Order Summary](#).

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Angels Gate Cultural Center
 3601 S. Gaffey St
 San Pedro, CA 90731 US
 310.519.0936
 Terry@angelsgateart.org
 www.angelsgateart.org

Invoice



BILL TO
Coastal Neighborhood Council Coastal San Pedro Neighborhood Council

SHIP TO
Coastal Neighborhood Council Coastal San Pedro Neighborhood Council

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
8511	01/17/2020	\$275.00	02/01/2020	Due on receipt	

DATE	DESCRIPTION	AMOUNT
01/06/2020	Meeting in Classroom G	50.00
01/08/2020	Meeting in Classroom G	50.00
01/09/2020	Meeting in Classroom G	50.00
01/11/2020	Meeting in Classroom G	50.00
01/13/2020	Meeting in Classroom G	75.00

January 2020

BALANCE DUE

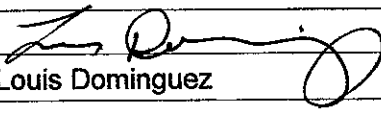
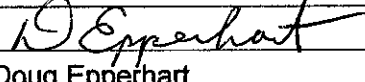
\$275.00

NC Name: COASTAL SAN PEDRO Meeting Date: January 21, 2020
 Budget Fiscal Year: 2019-2020 Agenda Item No: 17. Expenses
 Board Motion and/or Public Benefit Statement (CIP and NPG): Approval of Monthly Expenses, including approval of Treasurer's payment of all recurring Neighborhood Council expenses including (but not limited to) Temporary Staff, The Mailroom, Angels Gate Cultural Center meeting expenses, vendor(s) for meeting refreshments, and office supplies.
 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
Isiah Cade	At-Large				X		
Louis Dominguez	Treasurer	X					
Doug Epperhart	President	X					
Bob Gelfand	At-Large	X					
Noel Gould	At-Large	X					
Richard Havenick	At-Large	X					
Andrea Herman	At-Large	X					
Erika Hernandez	At-Large	X					
Daniel Kohn	At-Large				X		
John Kopczynski	At-Large	X					
Kathleen Martin	Secretary	X					
Kavitha Muthuswamy	At-Large				X		
Dean Pentcheff	Vice President				X		
Shannon Ross	At-Large				X		
Robin Rudisill	At-Large	X					
Jose Vargas	At-Large	X					
Greg Ellis	At-Large					X	
Board Quorum: 9	Total:	11	--	--	5	1	--

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:  Authorized Signature: 
 Print/Type Name: Louis Dominguez Print/Type Name: Doug Epperhart
 Date: January 21, 2020 Date: January 21, 2020