

Joint Board and Budget & Finance Committee Meeting

Apperson Elementary School (In Person)

Wednesday, September 27, 2023

6:00 pm

1. Call to Order: Carol Hutchinson, Treasurer/Budget & Finance Committee Chair at 6 pm
2. Roll Call.
Present: Carol Hutchinson, Lydia Grant, Sandy Capps, Pati Potter
3. General Announcements
Lydia Grant
4. Public Comments on any non-agenda items.
None
5. **Discussion/Action:** Approve July and August minutes
Motion to approve: Lydia 2nd- Pati
Board comments: None
Public comments: None
Vote- Yes- Carol, Lydia, Sandy, Pati
6. **Discussion/Action:** Approve Expenses paid in September
Motion to approve expenses paid in September
Motion: Lydia, 2nd Pati
Board comments: Sandy, Lydia, Pati
Public comments: None
Vote: Yes- Carol, Lydia, Sandy, Pati
7. **Discussion/Update:** Committee Member Pati Potter Excel Spreadsheet Budget Recap/Update.
Update only, check on rollover
8. **Discussion/Action:** Approve September MER- not available
9. **Discussion/Action:** Motion to approve repayment of \$60.46 to Karen Moran for 9/15 STNC General Board Meeting Refreshments Smart and Final (Office)
Motion to approve: Lydia, 2nd Pati
Board comments: Pati, Lydia
Public comments: None
Vote: Yes- Carol, Lydia, Sandy, Pati
10. **Discussion/ Action:** Motion to approve repayment of 98.48 to Karen Moran for 9/15 STNC General Board Meeting refreshments Domino's (office)
Motion to approve: Lydia, 2nd Pati
Board comments: Pati, Lydia
Public Comments: None

Vote: Carol, Lydia, Sandy, Pati

11. Final Committee comments: None

12. Adjourn 6:36 PM

COSTCO WHOLESALE

Pacoima #1071
13550 West Paxton Street
Pacoima, CA 91331
(818) 272-2700

SELF-CHECKOUT

BM Member 111822075578

5 @ 17.99

1397108 45QTSTORAGE 89.95 A

SUBTOTAL 89.95

TAX 8.55

**** TOTAL **98.50**

XXXXXXXXXXXX5812

CHIP Read

AID: A000000031010

Seq# 201160 App#: 03116D

Visa Resp: APPROVED

Tran ID#: 326900201160....

APPROVED - Purchase

AMOUNT: \$98.50

09/26/2023 15:14 1071 201 137 701

Visa 98.50

CHANGE 0.00

A 9.5% Tax 8.55

TOTAL TAX 8.55

TOTAL NUMBER OF ITEMS SOLD = 5

~~09/26/2023~~ 15:14 1071 201 137 701



21107120101372309261514

OP#: 701 Name: SCO

Thank You!

Please Come Again

Whse:1071 Trm:201 Trn:137 OP:701

Items Sold: 5

BM 09/26/2023 15:14

Thomas Denton

3110 El Tovar Dr
Glendale, CA 91208-1812

Phone # 818/653-3359

www.ThomasDentonCo.net
tdentonco1412@sbcglobal.net

Invoice

| | |
|-----------|-----------|
| Date | Invoice # |
| 10/5/2023 | 87541 |

| | |
|----------|--|
| CASH | |
| CHARGE | |
| ON ACCT. | |

| |
|---|
| Bill To |
| Sunland Tujunga Neighborhood Council |
| Cindy Cleghorn |
| Carol Hutchison |

| | |
|-------------|-------|
| P.O. Number | Terms |
| | |

| Quantity | Description | Price Each | CREDIT | Amount |
|----------|-------------|------------|--------|--------|
| 4 | Badges | 6.00 | | 24.00T |

| | |
|---------------------------|----------------|
| Subtotal | \$24.00 |
| Sales Tax (10.25%) | \$2.46 |
| Total | \$26.46 |

Thomas Denton & Co.
2029 Verdugo Blvd., Unit 293
Montrose, CA 91020
(818) 247-1172

10/11/2023 11:10:42
Terminal ID No.: 76161334

CREDIT Sale

Transaction #: 2
Card Type: Visa
Account: *****3520
Entry: Manual
Cust. Code: q
Amount: USD\$26.46
Ref. NO.: 328418169003
Global UID: 0820647980202310111110420849
Auth. Code: 04495C
Batch #: 276
Response: ZIP MATCH
CVD Response:
AVS Response: M - Match
Zip Match

FROM THIS ORIGINAL INVOICE - NO STATEMENT ISSUED

CUSTOMER COPY
Thank You
For Your Business!

Thomas Denton

3110 El Tovar Dr
Glendale, CA 91208-1812

Phone # 818/653-3359

www.ThomasDentonCo.net
tdentonco1412@sbcglobal.net

Invoice

| Date | Invoice # |
|-----------|-----------|
| 10/5/2023 | 87540 |

| |
|---|
| Bill To |
| Sunland Tujunga Neighborhood Council |
| Cindy Cleghorn |
| Carol Hutchison |

| | |
|-----------------|--|
| CASH | |
| CHARGE | |
| ON ACCT. | |

| P.O. Number | Terms |
|-------------|-------|
| | |

| Quantity | Description | Price Each | CREDIT | Amount |
|----------|-------------|------------|--------|------------------|
| 13 | Badges | 8.00 | | 104.00T 0.00T |

Thomas Denton & Co.
2029 Verdugo Blvd., Unit 293
Montrose, CA 91020
(818) 247-1172

10/11/2023 11:08:45
Terminal ID No.: 76161334

CREDIT Sale

Transaction #: 1
 Card Type: Visa
 Account: *****3520
 Entry: Manual
 Cust. Code: g
 Amount: USD\$114.66
 Ref. NO.: 328418830031
 Global UID: 0820647980202310111108455924
 Auth. Code: 00326C
 Batch #: 276
 Response: ZIP MATCH
 CVD Response:
 AVS Response: M - Match
 Zip Match

Subtotal \$104.00

Sales Tax (10.25%) \$10.66

Total \$114.66

THIS ORIGINAL INVOICE - NO STATEMENT ISSUED

CUSTOMER COPY

Thank You
For Your Business!

ALFRED'S PIZZA
8664 FOOTHILL BLVD
SHADOW HILLS, CA 91040
8183530222

Board Meeting

Follow us on IG @Alfredspizza

ORDER: 003
Delivery

Cashier: Arpi
11-Oct-2023 12:17:36P

Transaction 113300

| | | |
|---|--------------------------|---------|
| 1 | 18" Cheese & Sauce Pizza | \$22.99 |
| 1 | 16" Cheese & Sauce Pizza | \$19.99 |
| | Pepperoni | \$2.50 |
| | Mushroom | \$2.50 |
| 1 | BBQ Chicken Pie | \$0.00 |
| | 16" | \$27.99 |
| 1 | Alfredo Chicken | \$0.00 |
| | 16" | \$25.99 |
| 1 | Veggie Pizza | \$0.00 |
| | 16" | \$28.99 |

| | | |
|------------------|------|-----------------|
| Subtotal | | \$130.95 |
| CA | 9.5% | \$12.44 |
| Total | | \$143.39 |
| CREDIT CARD AUTH | | \$143.39 |
| MASTERCARD 3547 | | |

Tip -----
Total -----

Retain this copy for statement validation

11-Oct-2023 12:20:14P
\$143.39 | Method: CONTACTLESS
MASTERCARD XXXXXXXXXXXXX3547
Reference ID: 328400739406 | Auth ID:
073610
MID: *****1889
AID: A0000000041010
AthNtwkNm: MASTERCARD
SIGNATURE

Thank you for dining at Alfred's Pizza

Online: <https://clover.com/p/BZY4D2ZXK3PBR>

Customer Info

Name:
Carol

Address:
Church Corner Valmont Samoa

Phone:
8183837109

Clover ID: S902DS0BM9570
Payment BZY4D2ZXK3PBR

Back to invoices

Invoice #1938



Sunland Printing & Copy Center

7566 Foothill Blvd
Tujunga, CA 91042
UNITED STATES

mail@sunlandprinting.com

Bill to
Carol.stnc@gmail.com

Items

| | |
|------------------------------------|---------------|
| General meeting agenda | \$5.00 |
| 20 x \$0.25 9.5% (9.5%) (\$0.48) | |
| 2 pg 2 sides stapled | |

| | |
|------------------------------------|----------------|
| General meeting package | \$94.50 |
| 35 x \$2.70 9.5% (9.5%) (\$8.98) | |
| 18 pg 2 sides staples | |

| | |
|------------------------|-----------------|
| Subtotal | \$99.50 |
| Tax (9.5% 9.5%) | \$9.46 |
| Total | \$108.96 |

Invoice #1938
Issued : Sep 22, 2023
Due : Sep 22, 2023

\$108.96

OVERDUE

Amount due: \$108.96

Invoice activity

Sep 22, 2023

- 1:58 PM
You sent a **\$108.96 USD** invoice to Carol.stnc@gmail.com.
You created a **\$108.96 USD** invoice.

SUNLAND PRINTING AND COPY CENT
7566 FOOTHILL BLVD
TUJUNGA, CA 91042
818-353-1588

Merchant ID: 010101947
Term ID: 0221

Sale

MC-PURCH

XXXXXXXXXXXX3547

Entry Method: FSwipe

Apprvd: OnLine

10/11/23

Inv#l: 00000003

Amount: \$ 99.50

Tax: \$ 9.46

Total: USD\$ 108.96

I agree to pay above total amount
according to card issuer agreement
(Merchant agreement if credit voucher)

HUTCHINSON-CAROL

Customer Copy

THANK YOU

Help Contact Fees Security

About Developers Partners

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US Storage Centers - La Crescenta

4454 Lowell Ave
La Crescenta, CA 91214
818-714-8091

lacrescenta@usstorage.net

PAYMENT RECEIPT

| | | | |
|-------------------------|-------------------------|-------------------------|-------------------------|
| Tenant | Carol Jeanne Hutchinson | Date Printed | October 2, 2023 |
| Address | 200 N. Main St. | Payment Date | October 2, 2023 8:56 AM |
| City, State, Zip | Los Angeles, CA 90012 | Unit | 0403X |
| | | Available Credit | 0.00 |
| | | Current Balance | 0.00 |
| | | Paid Thru | October 31, 2023 |
| | | Receipt Number | 106811 |
| | | By | KB |

| Date | Unit | Description | Charge | Discount | Tax | Total | Payment | Method |
|----------|-------|---------------------------|--------|----------|------|--------|-----------------------|-------------|
| 10/01/23 | 0403X | Rent 10/1-10/31 | 546.50 | 0.00 | 0.00 | 546.50 | 546.50 | Master Card |
| 10/01/23 | 0403X | Protection Pla 10/1-10/31 | 12.00 | 0.00 | 0.00 | 12.00 | 12.00 | Master Card |
| | | Taxes | | | | | 0.00 | |
| | | Payment (less tax) | | | | | 558.50 | |
| | | Payment Subtotal | | | | | 558.50 | |
| | | Credits Applied | | | | | 0.00 | |
| | | Refunds Applied | | | | | 0.00 | |
| | | Total Applied to Account | | | | | 558.50 | |
| | | Current Account Balance | | | | | 0.00 | |
| | | Paid By | | | | | Master Card *****3547 | |
| | | Paid Thru Date | | | | | October 31, 2023 | |

Memo:

Transaction Type Sale

Authorization 018605
Reference pl_txn_651ae8203alde8b3aeb84f9

I agree to pay the above amount according to the card issuer statement.

x

Moving? Check our website for other locations nationwide:

www.usstoragecenters.com

Join us in our quest to cure cancer. Ask manager for details.



www.kureit.org

The Web Corner, Inc.

Invoice

15300 Ventura Blvd. Suite 400
 Sherman Oaks, CA 91403
 818-345-7443

PAID
10/07/2023

| | | |
|------------|-----------|-------|
| Date | Invoice # | Terms |
| 10/01/2023 | 26162 | |

| |
|---|
| Bill To |
| Sunland Tujunga NC PO Box 635 Tujunga, CA 91043 |

| |
|---------|
| Ship To |
| |

| QTY | Description | Price Each | Amount |
|-----|--|------------|--------|
| 1 | October 2023 Monthly Maintenance: includes up to 1.5 hour for; phone support, web development, requests, & website adjustments | 150.00 | 150.00 |
| 0 | October 2023 Monthly Hosting for stnc.org | 15.00 | 0.00 |
| 0 | October 2023 Email Standard Mailboxes: 1 Account secretary@stnc.org (included in maintenance) | 3.50 | 0.00 |

| | | |
|--|-------------------------|------------------|
| Please remit payment at your earliest convenience. Thank you for your business! | Total | \$150.00 |
| | Payments/Credits | -\$150.00 |
| | Balance Due | \$0.00 |

Merchant: The Web Corner, Inc

15300 Ventura Blvd. Suite 400
Sherman Oaks, CA 91403
US

8183457443

Order Information

Description: Invoice # 26162

Order Number:

P.O. Number:

Customer ID:

Invoice Number:

Billing Information

Carol Hutchinson
Sunland Tujunga NC

Shipping Information

Shipping: 0.00

Tax: 0.00

Total: USD 150.00

Payment Information

Date/Time: 07-Oct-2023 09:58:30 MDT

Transaction ID: 80060106083

Transaction Type: Authorization w/ Auto Capture

Transaction Status: Captured/Pending Settlement

Authorization Code: 091665

Payment Method: MasterCard XXXX3547

carolh.stnc@gmail.com



Email ▾

Print ▾

Your next monthly invoice date is: **November 3, 2023**

All activity

Payments

Invoices

| Date | Description | Charge Amount |
|------------|---|---------------|
| 10/03/2023 | Invoice #1696323046 Constant Contact - Email Plus 1501-2500 Contacts Max Period Contacts: 2436 From 09/03/2023 to 10/03/2023 | \$81.00 |
| | Total | \$81.00 |

Have a product idea or request? [Submit it here!](#)

Attention: Carol Hutchinson
Sunland-Tujunga Neighborhood Council
200 N. Spring Street, Room 224 in Los Angeles, CA 90012
Los Angeles, CA 90012
US
818-352-0661

User Name: sunlandtjunganc@gmail.com

Today's Date: October 3, 2023

Payment Date: October 3, 2023

Payment Method: MC (last 4 digits: 3547)

Amount: \$81.00

Thank you for your payment!

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

You can view payment receipts at any time in the Billing tab of your account.

Important Notice: To help maintain Constant Contact's strong sending reputation, we have implemented a monthly email send allowance and overage fee if the allowance is exceeded. This charge will be reflected on your next invoice, if you exceed the allowance. While most of our customers won't be impacted, [click here](#) to learn more.

We appreciate your business.

Best Regards,

Constant Contact Billing

1601 Trapelo Road, Suite 329 - Waltham, MA 02451



Adobe Inc.
345 Park Avenue
San Jose CA 95110-2704
United States
Federal Tax ID: 77-0019522

ORIGINAL

Invoice Information

Invoice Number 2571225029
Invoice Date 06-OCT-2023
Payment Terms Credit Card
Purchase Order AD00504790021CUS
Order Number 7062950817
Customer Number 1238269485
Currency USD

Bill To

Carol Hutchinson
Sunland Tujunga Neighborhood Council
CA 91040

INVOICE

Item Details

Service Term: 06-OCT-2023 to 05-NOV-2023

| PRODUCT NUMBER | PRODUCT DESCRIPTION | QUANTITY | UNIT | UNIT PRICE | NET AMOUNT | TAX RATE | TAXES | TOTAL |
|----------------|---------------------|----------|------|------------|------------|----------|-------|-------|
| 65314003 | Acrobat Pro | 1 | EA | 19.99 | 19.99 | 0.00% | 0.00 | 19.99 |

Invoice Total

| | |
|-------------------------------|--------------|
| NET AMOUNT (USD) | 19.99 |
| TAXES (SEE DETAILS FOR RATES) | 0.00 |
| GRAND TOTAL (USD) | 19.99 |

Comments:

Billing Contact

<https://helpx.adobe.com/contact.html>

Thank you for your business!



Office of the City Clerk
Administrative Services Division
Neighborhood Council Funding Program

Date: August 23, 2023
To: Sunland-Tujunga Neighborhood Council
Subject: Fiscal Year 2022 - 2023 Final Expenditure Analysis

Dear Sunland-Tujunga NC:

This Office has conducted a reconciliation of your funding account for Fiscal Year 2022 - 2023:

| | | | |
|---|----|-----------|----------------|
| Annual Budget | \$ | 32,000.00 | |
| Add: Adjustments including rollover | \$ | 9,506.71 | \$ 41,506.71 |
| <hr/> | | | |
| Less: Total Expenditures for FY 22 - 23 | \$ | 37,654.42 | |
| Outstanding Checks | \$ | 1,350.00 | |
| Accruals | \$ | - | \$ (39,004.42) |
| Net Cash | | | \$ 2,502.29 |
| <hr/> <hr/> | | | |

| | | |
|---------------------------------------|-----------|-----------------|
| BALANCE AVAILABLE FOR ROLLOVER | \$ | 2,502.29 |
|---------------------------------------|-----------|-----------------|

Should you have any questions or need more information, please contact us at 213-978-1058.