

MHNC Treasurers Report for Sept 10, 2012 submitted by Fred Ginsburg

This will be my last Treasurers Report, as it has been well known that I am stepping down and leaving the Board of the MHNC as soon as the new Treasurer is seated and confirmed by the BOG. It has been both my privilege and honor to serve this community for the past few years, but changes in my professional schedule make it difficult to continue during the academic year.

I look forward to working with my replacement and providing whatever additional training or mentoring is necessary to bring him/her up to speed in managing the financial affairs of our neighborhood council.

Attached you will find the expense report to date, along with a copy of the approved budget for 2012-2013. Except for printing services from Donovan Printing and minor outlay for water, soda, and cookies for our monthly stakeholders meetings – there have not been any major expenditures last month.

The DONE website is still extremely behind in their postings to the Funding Reports that, in theory, shows us all of the financial transactions that they have executed on our behalf. They have not updated any information since June.

The DONE Funding Report for the Mission Hills NC can be found on their website at <http://done.lacity.org/dnn/Default.aspx?tabid=177> DONE has revised some of their forms, and has prepared a new handbook for Treasurers. It can be found on their website, at <http://done.lacity.org/dnn/Default.aspx?tabid=170>

Respectfully submitted,

Fred Ginsburg, outgoing MHNC Treasurer

8:06 PM

09/09/12

Accrual Basis

MHNC 2012-2013
Profit & Loss Detail
 July 1 through September 9, 2012

Type	Date	Num	Name	Memo	Clr	Split	Amount
Income							
Fiscal Endowment							
Deposit	7/1/2012			Deposit		D.O.N.E./MHNC	37,000.00
Total Fiscal Endowment							37,000.00
Roll-Over Funds							
Deposit	8/6/2012		Encumbered Funds	Election Outr...		Encumbered ...	4,000.00
Total Roll-Over Funds							4,000.00
Total Income							41,000.00
Expense							
100 OPERATIONS							
FAC Facilities & Space Rental							
Telephone/Answering Svc							
Bill	8/6/2012	2012-...	Thrifty Answering S...	June 2012 an...		Accounts Pay...	55.00
Total Telephone/Answering Svc							55.00
Total FAC Facilities & Space Rental							55.00
MIS Gen Operations Misc							
Photocopy & Misc Printing							
Credit Card Charge	7/31/2012		Donovan for Printing	flyers		US Bank VISA	40.78
Credit Card Charge	7/31/2012		Donovan for Printing	agenda		US Bank VISA	9.14
Credit Card Charge	7/31/2012		Donovan for Printing	copies		US Bank VISA	21.75
Credit Card Charge	7/31/2012		Donovan for Printing	copies		US Bank VISA	6.53
Total Photocopy & Misc Printing							78.20
Total MIS Gen Operations Misc							78.20
Total 100 OPERATIONS							133.20
200 OUTREACH							
ELE Election Outreach							
Credit Card Charge	7/31/2012		Donovan for Printing	printing		US Bank VISA	342.56
Credit Card Charge	7/31/2012		Donovan for Printing	printing		US Bank VISA	489.38
Credit Card Charge	8/4/2012		Smart & Final	refreshments...		US Bank VISA	241.65
Bill	8/6/2012	56293	Academy Addressin...	election outre...		Accounts Pay...	2,464.26
Total ELE Election Outreach							3,537.85
EVE food for events, mtgs							
Credit Card Charge	8/6/2012		Von's Supermarket	refreshments...		US Bank VISA	65.26
Total EVE food for events, mtgs							65.26
WEB website							
Credit Card Charge	8/7/2012	MHN...	Aaron DeVandry	7/21-8/20/2012		US Bank VISA	200.00
Credit Card Charge	8/7/2012	MHN...	Aaron DeVandry	2x email blasts		US Bank VISA	60.00
Credit Card Charge	8/7/2012	MHN...	Aaron DeVandry	Web Hosting ...		US Bank VISA	8.95
Credit Card Charge	8/7/2012	MHN...	Aaron DeVandry	2 yrs domain ...		US Bank VISA	15.34
Credit Card Charge	8/8/2012	MHN...	Aaron DeVandry	6/21-7/20/12		US Bank VISA	200.00
Credit Card Charge	8/8/2012	MHN...	Aaron DeVandry	12x email bla...		US Bank VISA	120.00
Credit Card Charge	8/8/2012	MHN...	Aaron DeVandry	1x email blast		US Bank VISA	30.00
Total WEB website							634.29
Total 200 OUTREACH							4,237.40

8:06 PM

09/09/12

Accrual Basis

MHNC 2012-2013
Profit & Loss Detail
July 1 through September 9, 2012

Type	Date	Num	Name	Memo	Clr	Split	Amount
300 COMMUNITY IMPROVEMENT							
CIP Comm Improve Projects							
 Beautification							
Credit Card Charge	7/31/2012		Donovan for Printing	beautification...		US Bank VISA	97.88
			Total Beautification				97.88
			Total CIP Comm Improve Projects				97.88
			Total 300 COMMUNITY IMPROVEMENT				97.88
			Total Expense				4,468.48
			Net Income				36,531.52

A	B	C	D	E	F	G
1		Mission Hills Neighborhood Council				
2		Budget for Fiscal Year July 2012- June 2013				
3		draft version 01 (July 05, 2012)				
4						
5	Funds					
6	Yearly Allocation				\$ 37,000.00	
7	Rollover				\$ -	
8	Total				\$ 37,000.00	
9	Budget					
10						
11		Category			Annual Total	
12	Codes		Subtotal		Total	
13	100 Operations			%		
14	AUD Audio and Video Services				0	
15	FAC Facilities Related and Space Rental				920	
16		PO Box Rental	120			
17		Telephone/Answering Service	800			
18	POS Postage	postage & UPS, excluder Outreach mess mailings			250	
19	OFF Office Equipment and Supplies				2,000	
20		Office supplier, general	1000			
21		Computer software (acctng, publishing)	1000			
22						
23						
24	MIS General Operations/Miscellaneous				3,500	
25		photocopying & misc printing	2500			
26		contingency	1000			
27			0			
28			0			
29	EDU Board Retreat/Training				0	
30	TAC Staffing and Temporary Help				0	
31	TRL Translation and Transcription				0	
32		Sub Total		18.03%	\$ 6,670	
33		200 Outreach			0	
34	ADV Advertising				0	
35	ELE Election Outreach and related costs	supplemental to last fiscal's encumbered \$4000			1,500	
36	EVE Outreach Events				6,250	
37		TBA	1500			
38		National Night Out	750			
39		Movie in the Park	3000			
40		Senior special projects (TBA)	1000			
41						
42						
43	EVE Food and Refreshments for Events and Meetings				750	
44	MAT Material Distribution, Misc Flyers				3,000	
45						
46		Zoning & Land Use	2000			
47		MHNC special announcements, Misc. Printing	1000			

	A	B	C	D	E	F	G	
48	NEW	Newsletters				14,000		
49			4 Issues @ 3500	14000				
50								
51								
52	WEB	Website Maintenance/Enhancement/Creation	200/month plus approx 90/month for e-blasts			3,480		
53		Sub Total			78.32%	\$ 28,980		
54		300 Community Improvement						
55	CIP	Community Improvement Projects				1,350		
56			CERT training	500				
57			Public Safety, CPAB, Neighborhood Watch (TBA)	850				
58								
59		Sub Total			3.65%	\$ 1,350		
60		400 Neighborhood Purpose Grants:						
61	GRT	Neighborhood Purpose Grants:				0		
62		Sub Total			0.00%	\$ -		
63								
64		Grand Total	Total Budget for Fiscal Year 2011-2012			\$ 37,000		
65								
66								
67								
68								
69								
70	Budget Narrative:							
71	TBA indicates specific projects/programs yet to be specified/approved at this time, but budgeted for coming year as program needs evolve. Specific programs will require motions/approval by Board prior to any actual allocation.							
72								
73								
74								
75								