

# Monthly Expenditure Report



**Reporting Month: December 2025      Budget Fiscal Year: 2025-2026**

**NC Name: Greater Valley Glen  
Neighborhood Council**

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$23570.50	\$645.38	\$22925.12	\$562.91	\$0.00	\$22362.21

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$10800.00	\$645.38	\$5652.22	\$562.91	\$5089.31
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$10200.00	\$0.00	\$-1353.29	\$0.00	\$-1353.29
Neighborhood Purpose Grants	\$6000.00	\$0.00	\$6000.00	\$0.00	\$6000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$16055.69	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	CCI CONSTANT-CONTACT	12/15/2025	Constant Contact Email	General Operations Expenditure	Office	\$59.00
2	WENDY L. MOORE / MOORE BUSINESS RESULTS	12/02/2025	Webmaster	General Operations Expenditure	Office	\$446.38
3	Personal Storage 3	12/02/2025	Storage Unit	General Operations Expenditure	Office	\$140.00
<b>Subtotal:</b>						<b>\$645.38</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Personal Storage 3	01/02/2026	Storage Unit	General Operations Expenditure	Office	\$140.00
2	WENDY L. MOORE / MOORE BUSINESS RESULTS	01/05/2026	Webmaster	General Operations Expenditure	Office	\$422.91
<b>Subtotal: Outstanding</b>						<b>\$562.91</b>



[Print](#)

## Billing Activity - Invoices

### ***Greater Valley Glen Neighborhood Council***

*Attn: Robin Shafer  
6133 Bluebell Avenue  
North Hollywood CA 91606  
US  
P: 818-370-7331*

***Today's Date: 12/30/2025***

***User Name: mjannol***

### **Invoices from 11/30/2025 to 12/30/2025**

<b>Date</b>	<b>Description</b>	<b>Charge Amount</b>	<b>Credit Amount</b>
12/15/2025	Invoice #1765786887	\$59.00	

**Billing questions?** [Contact Support](#)

Constant Contact - 890 Winter St - Waltham, MA 02451 US



[Print](#)

**Billing Activity - Payments**

**Greater Valley Glen Neighborhood Council**  
Attn: Robin Shafer  
6133 Bluebell Avenue  
North Hollywood CA 91606  
US  
P: 818-370-7331

**Today's Date:** 12/30/2025  
**User Name:** mjannol

**Payments from 11/30/2025 to 12/30/2025**

Date	Description	Charge Amount	Credit Amount
12-15-2025 03:21:28 AM	Payment - Credit Card (MasterCard) *****2826		\$59.00

**Billing questions?** [Contact Support](#)

Constant Contact - 890 Winter St - Waltham, MA 02451 US



**NC Name:** Greater Valley Glen Council **Meeting Date:** July 7, 2025

**Budget Fiscal Year:** 2025 - 2026 **Agenda Item No:** 8

**Board Motion:** Approval of Annual Budget. Moved by Robin seconded by Daniel.

**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	Present	Absent	Ineligible	Recused
David Berman	At-Large Rep						X	
Alicia Bien	District 5 Rep						X	
William Blanco	At-Large Rep						X	
Joanne D'Antonio	At-Large Rep	X						
Carla Fuentes	District 6 Rep	X						
Dower Jai Gervais	District 5 Rep	X						
Lisa Goich-Andreadis	District 1 Rep	X						
Michael Hjelmstead	District 2 Rep						X	
Andrea Jones	At-Large Rep	X						
Robin Lev	District 6 Rep	X						
Daniel Lopez	President & At-Large Rep	X						
Cristina Molina	At-Large Rep	X						
Sloan Myrick	At-Large Rep	X						
Jessica Dawn Russell	District 4 Rep	X						
Robin Shafer	District 5 Rep	X						
Dwayne Shirley	District 2 Rep						X	
Cher Tenbush	At-Large Rep	X						
Michael Woods	District 1 Rep	X						
Alejandra	District 4 Rep					X		

<b>Board Quorum is at least</b>	<b>13</b>							
<b>Members present at time of vote</b>	<b>18</b>							
<b>Vote Tally:</b>	<b>13</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>5</b>	<b>0</b>

**Motion Passes (Based on achievement of a majority of the sum of Yes and No Votes)**

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: Carla Fuentes, Secretary	Print/Type Name:
Date: July 7th, 2025	Date:



Invoice #GVG 2025 1201  
Number

Date December 1, 2025

Greater Valley Glen NC  
13659 Victory Blvd, #136  
Valley Glen, CA 91401

Please remit to:

Wendy L. Moore  
Moore Business Results  
19300 Rinaldi, #7524  
Northridge, CA 91327

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

Communications services	386.38
Annual Repeating Events Calendar License	60.00
<b>Total Amount Due:</b>	<b>\$446.38</b>

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
11/4/2025	Turkey Giveaway, Snow on calendar. Meeting news. Minutes	0.50
11/7/2025	PLUm agenda. Eblast. Social	0.58
11/11/2025	Arts agenda. Email forwarding question	0.25
11/14/2025	Parks agenda. Eblast. Social	0.58
11/19/2025	Food distribution on social	0.17
11/21/2025	Update let it snow. Charter survey on news. Social	0.42
12/1/2025	Meeting cancelled on site, eblast, nextdoor	0.25
	<b>Total</b>	<b>2.75</b>



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Lisa Goich-Andreadis	District 1 Rep	X						
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Authorized Signature:	Authorized Signature:
Print/Type Name: Carla Fuentes, Secretary	Print/Type Name:
Date: July 7th, 2025	Date:

PERSONAL STORAGE 3  
 13005 Victory Blvd.  
 North Hollywood, CA. 91606  
 Ph: 818-508-9889 Fax: 818-508-9913

Invoice No. **C-83-2025-11**



# INVOICE

**Customer/Company Name**

Name City of Los Angeles, Greater Valley Glen Council, GVGC  
 Attn: SHERYL TENBUSH  
 Phone# 972-896-0071

Date 11/7/2025

Address 13659 Victory Blvd. #136  
 City Valley Glen, State CA. ZIP 91401

Member No. C-83  
 Rep Liz

Qty	Description	Unit Price	TOTAL
1 mo	Rental on a 5' x 12' size storage unit.	\$140.00	\$140.00
Payments are due monthly on the 7th. Late fees are assessed on the 16th when applicable.  Rental dates are good through November 8th - December 7th			
SubTotal			\$ 140.00
<b>TOTAL</b>			<b>\$ 140.00</b>

Make check payable to Personal Storage 3.

If you have any questions concerning this invoice, please contact our office at 818-508-9889.  
 City Tax Registration # 0000036211-0001-6 and Federal Tax Id # 95-4112185

THANK YOU FOR YOUR BUSINESS !



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Authorized Signature:	Authorized Signature:
Print/Type Name: Carla Fuentes, Secretary	Print/Type Name:
Date: July 7th, 2025	Date: