

Attachment "B"

Monthly Expenditure Report



Reporting Month: May 2018

Budget Fiscal Year: 2017-2018

**NC Name: Bel Air-Beverly Crest
Neighborhood Council**

| Monthly Cash Reconciliation | | | | | |
|-----------------------------|-------------|-------------------|-------------|-------------|---------------|
| Beginning Balance | Total Spent | Remaining Balance | Outstanding | Commitments | Net Available |
| \$10974.55 | \$2963.01 | \$8011.54 | \$3238.31 | \$0.00 | \$4773.23 |

| Monthly Cash Flow Analysis | | | | | |
|---------------------------------------|----------------|------------------------|------------------------|-----------------------------------|---------------|
| Budget Category | Adopted Budget | Total Spent this Month | Unspent Budget Balance | Outstanding | Net Available |
| Office | \$37250.00 | \$1733.43 | \$5361.54 | \$2187.90 | \$3053.48 |
| Outreach | | \$1229.58 | | \$120.16 | |
| Elections | | \$0.00 | | \$0.00 | |
| Community Improvement Project | \$1900.00 | \$0.00 | \$1900.00 | \$0.00 | \$1900.00 |
| Neighborhood Purpose Grants | \$2850.00 | \$0.00 | \$750.00 | \$930.25 | \$-180.25 |
| Funding Requests Under Review: \$0.00 | | Encumbrances: \$0.00 | | Previous Expenditures: \$31025.45 | |

| Expenditures | | | | | | |
|--------------|---------------------------|------------|---------------------------|--------------------------------------|--------------|----------|
| # | Vendor | Date | Description | Budget Category | Sub-category | Total |
| 1 | GOOGLE SVCSAPPS_babcn | 05/01/2018 | (Credit card transaction) | General Operations Expenditure | Office | \$185.00 |
| 2 | L.A. PRESS PRINTING IN | 05/07/2018 | (Credit card transaction) | General Operations Expenditure | Office | \$7.23 |
| 3 | OFFICE DEPOT #2303 | 05/09/2018 | (Credit card transaction) | General Operations Expenditure | Office | \$30.77 |
| 4 | JIVE COMMUNICATIONS | 05/10/2018 | (Credit card transaction) | General Operations Expenditure | Office | \$28.08 |
| 5 | OFFICE DEPOT #2206 | 05/13/2018 | (Credit card transaction) | General Operations Expenditure | Office | \$96.35 |
| 6 | MICROSOFT STORE | 05/14/2018 | (Credit card transaction) | General Operations Expenditure | Office | \$99.99 |
| 7 | L.A. PRESS PRINTING IN | 05/23/2018 | (Credit card transaction) | General Operations Expenditure | Office | \$8.76 |
| 8 | L.A. PRESS PRINTING IN | 05/21/2018 | (Credit card transaction) | General Operations Expenditure | Outreach | \$27.10 |

| | | | | | | |
|------------------|----------------------|------------|--|--------------------------------|----------|------------------|
| 9 | Lloyd Staffing | 04/25/2018 | Lloyd Staffing. Invoice #403149. Invoice Date... | General Operations Expenditure | Office | \$772.20 |
| 10 | The Web Corner, inc. | 05/03/2018 | The Web Corner: Phone Support and General Web... | General Operations Expenditure | Outreach | \$165.00 |
| 11 | The Web Corner, inc. | 05/03/2018 | The Web Corner: Phone Support and General Web... | General Operations Expenditure | Outreach | \$150.00 |
| 12 | Aaron DeVandry | 05/04/2018 | Overdue invoice from 2016. Reconciled and now pay... | General Operations Expenditure | Office | \$505.05 |
| 13 | Promotional Ideas | 05/07/2018 | 13 W x 10 x 15H Heavy duty grocery bag, Light ... | General Operations Expenditure | Outreach | \$862.48 |
| 14 | The Web Corner, inc. | 05/07/2018 | The Web Corner, Inc. - Invoice #16652 Invoice... | General Operations Expenditure | Outreach | \$25.00 |
| Subtotal: | | | | | | \$2963.01 |

| Outstanding Expenditures | | | | | | |
|------------------------------|--|------------|---|--------------------------------|--------------|------------------|
| # | Vendor | Date | Description | Budget Category | Sub-category | Total |
| 1 | American Jewish University | 08/01/2017 | Catering Refreshments for Monthly Board Meeting - ... | General Operations Expenditure | Outreach | \$95.16 |
| 2 | The Web Corner, inc. | 05/31/2018 | The Web Corner, Inc. - Invoice #16689 Invoice... | General Operations Expenditure | Outreach | \$25.00 |
| 3 | Lloyd Staffing | 06/04/2018 | Lloyd Staffing. Invoice #403660. Invoice Date... | General Operations Expenditure | Office | \$2187.90 |
| 4 | Citizens for Los Angeles Wildlife | 06/04/2018 | See Signed BABCNC NCFP NPG CLAW | Neighborhood Purpose Grants | | \$390.25 |
| 5 | Los Angeles Fire Department Foundation | 06/04/2018 | See Signed BABCNC NCFP100 LAFD Foundation attaced ... | Neighborhood Purpose Grants | | \$540.00 |
| Subtotal: Outstanding | | | | | | \$3238.31 |



Invoice

Invoice number: 3453838701

Google LLC
1600 Amphitheatre Pkwy
Mountain View, CA 94043
United States
Federal Tax ID: 82-2182297

Bill to

Alan G. Fine
Bel Air Beverly Crest Neighborhood Council
PO Box 252007
Los Angeles, CA 90025
United States

Details

Invoice number 3453838701
Invoice date Apr 30, 2018
Billing ID 7677-2853-5183
Domain name babcnc.org

Google Cloud - GSuite

Total in USD **\$185.00**

Summary for Apr 1, 2018 - Apr 30, 2018

| | |
|-----------------|----------|
| Subtotal in USD | \$185.00 |
| Tax (0%) | \$0.00 |
| Total in USD | \$185.00 |

| Subscription | Description | Interval | Quantity | Amount(\$) |
|---------------|-------------|----------------|---------------------|-----------------|
| G Suite Basic | Usage | Apr 1 - Apr 30 | 37 | 185.00 |
| | | | Subtotal in USD | \$185.00 |
| | | | Tax (0%) | \$0.00 |
| | | | Total in USD | \$185.00 |

BABCNC Agende packages for
 PLUC Mtg - 5/8/2018
 Joint Outreach Budget Finance Mtg - 5/10/2018

RECEIPT

5476 Wilshire Boulevard Los Angeles, CA 90036
 323.936.8888 Fax 323.934.3298
 orders@lapressprinting.com
 www.lapressprinting.com



L.A. Press Printing, Inc.

Serving the community since 1987

Date 5/7/18

Customer BABCNC

Address PLU Committee Mtg agenda packet

Phone Joint Outreach + B+F Committee Mtg agenda packet

| Quantity | Description | Price |
|--|-------------|-------|
| 48 | B & W | 2.40 |
| 48 | B & W | 2.40 |
| 36 | B & W | 1.80 |
| PAID IN FULL | | |
| <input type="checkbox"/> CASH <input type="checkbox"/> CHECK NO. <input type="checkbox"/> VISA <input checked="" type="checkbox"/> MASTERCARD <input type="checkbox"/> DEBIT <input type="checkbox"/> AMEX DATE: | | |

L.A. PRESS PRINTING INC
 5476 WILSHIRE BLVD
 LOS ANGELES, CA 90036

SALE

MID: 1368 Store: 8739 Term: 0001
 REF#: 00000008
 Batch #: 011 RRN: 812723406841
 05/07/18 16:49:14
 Trans ID: 0507MCPRAWMLH8
 APPR CODE: 020986
 MASTERCARD Chip
 *****5007 ***

AMOUNT \$7.23

APPROVED

MASTERCARD
 AID: A0000000041010
 TVR: 00 00 08 80 00
 TSI: E8 00

CUSTOMER COPY

- Check #
- Charge
- Cash

Thank You

| | |
|-----------|------|
| Sub Total | 6.60 |
| Tax | 0.63 |
| Total | 7.23 |
| Deposit | |
| Balance | |

Office DEPOT OfficeMax®

LOS ANGELES - (323) 965-0637

05/09/2018 4:29 PM



2TVTQA3PXUQ5M6WFF

SALE 2303-1-9665-793309-18.4.2
351984 BOX,LTR/LGL,OD

2 @ 19.99 39.98
Business Solutions Prc 24.00

You Pay 24.00SS

968627 PPR 8.5X11 500 8.29SS
Instant Savings -2.29
Retail After Discounts 6.00
Business Solutions Prc 4.10

You Pay 4.10SS

Subtotal: 28.10

Sales Tax: 2.67

Total: 30.77

MasterCard 5007: 30.77

AUTH CODE 024085
TDS Chip Read
AID A0000000041010 MASTERCARD
TVR 0000088000
CVS No Signature Required

Total Savings:

\$20.17

WE WANT TO HEAR FROM YOU!

Participate in our online customer
survey and receive a coupon for

\$10 off your next qualifyins

purchase of \$50 or more on

office supplies, furniture and more.

(Excludes Technology. Limit 1 coupon per
household/business.)

Visit www.officedepot.com/feedback

and enter the survey code below:

154W 9KN4 VMH2



BILLING



Payment Methods



Billing History

Billing Details

Bel Air Beverly Crest Neighborhood Council (/billin/billing/pbxSelect) - CN-631494-1701

Billing History (/billin/billing/015a80c6-daf0-50ab-8c09-000100420002/billing-details) > #IN2000010603

| Invoice # IN2000010603 | | May 1st, 2018 | |
|---|----------|---------------|----------------|
| Description | Quantity | Rate | Total |
| Handsets - service charge | 1 | \$19.95 | \$19.95 |
| DIDs - service charge - telephone numbers | 1 | \$1.75 | \$1.75 |
| State and Local Regulatory Recovery Fee | 1 | \$3.38 | \$3.38 |
| Regulatory Recovery Fee | 1 | \$3.00 | \$3.00 |
| Total | | | \$28.08 |
| Payments and Credits | | | \$28.08 |
| Total Due | | | \$0.00 |

Date Due:

Wednesday, May 16th, 2018

Paid

Date Paid:

May 10th, 2018

Payment Method

Mastercard - Ending in **5007

For payment and billing questions call **855-848-0764**
or email us at **billing@jive.com**.

B ABSUNC 5/13/2018

Office DEPOT OfficeMax[®]

LOS ANGELES - (310) 551-3006

05/13/2018 5:26 PM



2TVTPP3P4U3YBMFF

| | | |
|--------|---------------------------|----------------|
| SALE | 2206-2-9375-895393-18.4.2 | |
| 653313 | HEWLETT PACKAR | 75.99SS |
| | Business Solutions Prc | 75.99 |
| | You Pay | 75.99SS |
| 351984 | BOX,LTR/LGL,OD | 19.99SS |
| | Business Solutions Prc | 12.00 |
| | You Pay | 12.00SS |
| | Subtotal: | 87.99 |
| | Sales Tax: | 8.36 |
| | Total: | 96.35 |
| | MasterCard 5007: | 96.35 |

Toner/ink

*BOXES for Packing
office contents prior
to office being
re carpeted.*

AUTH CODE 006575
 TDS Chip Read
 AID A0000000041010 MASTERCARD
 TVR 0000088000
 CVS No Signature Required

Total Savings:
\$7.99

WE WANT TO HEAR FROM YOU!

Participate in our online customer
 survey and receive a coupon for
**\$10 off your next qualifying
 purchase of \$50 or more on
 office supplies, furniture and more.**
 (Excludes Technology. Limit 1 coupon per
 household/business.)

Visit www.officedepot.com/feedback
 and enter the survey code below:

J54X ERVM 2HZS

Order details

Order number 4691755564

May 14, 2018

Billing info

Payment method

MasterCard **5007

Billing address

200 North Spring Street

#2005

Los Angeles, ca 90012

US



Office 365 Home

Subscription

Completed

\$99.99

Subtotal

\$99.99

Tax

\$0.00

Total

\$99.99

BARBONE Printing

5/23/18 for 5/23

Bond Mtg

RECEIPT

5476 Wilshire Boulevard Los Angeles, CA 90036
323.936.8888 Fax 323.934.3298
orders@lapressprinting.com
www.lapressprinting.com



L.A. Press Printing, Inc.

Serving the community since 1987

Date 5/23/18

Customer CATHERINE Palmer
Address BEL AIR Beverlycrest

Phone (310) 479-6247 Cell

| Quantity | Description | Price |
|---|-------------------------------|-------|
| 32x 2 | SETS 9 1/2 x 11 2016 CO/ST | 3.20 |
| 32x 3 | SETS 9 1/2 x 11 2016 CO/ST | 4.50 |
| PAID IN FULL | | |
| <input type="checkbox"/> CASH | | |
| <input type="checkbox"/> CHECK NO. <input type="checkbox"/> DEBIT | | |
| <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> AMEX | | |
| DATE: | | |

L.A. PRESS PRINTING INC
5476 WILSHIRE BLVD
LOS ANGELES, CA 90036

SALE

MID: 1368 Store: 8739 Term: 0001
REF#: 00000005
Batch #: 023 RRN: 814320600799
05/23/18 13:10:21
Trans ID: 0523MCPFZGR3J
APPR CODE: 047131
MASTERCARD Chip
*****5007 ***

AMOUNT \$8.76

APPROVED

MASTERCARD
AID: A0000000041010
TVR: 00 00 08 80 00
TSI: E8 00

CUSTOMER COPY

Sub Total 8.20
Tax 0.76
Total 8.76
Deposit
Balance

- Check #
- Charge
- Cash

Thank You



INVOICE

You may pay by ACH/wire to:
Wells Fargo Bank, N.A.
Routing #: 121000248
Account #: 4060542594

Please remit payment to:
LLoyd Staffing, Inc.
PO Box 780994
Philadelphia, PA 19178-0994
Billing inquiries: **631.370.7433**

Credit Cards Accepted



BILL TO: Attention of: Jacqueline Le Kennedy
BEL AIR BEVERLY CREST NC
PO BOX 252007
LOS ANGELES, CA 90025

Thank you for choosing Lloyd Staffing

PO#

| | | | | |
|---------------------------|------------------------------|------------------|------------------------------|-----------------------------------|
| DATE 04/15/2018 | INVOICE NO. 403149 | PAGE 1 | ACCOUNT NO. 116863 | TERMS: Due Upon Receipt |
|---------------------------|------------------------------|------------------|------------------------------|-----------------------------------|

| PERIOD | DESCRIPTION & EMPLOYEE | HOURS | RATE | AMOUNT |
|-------------------|------------------------|-------|-------|----------|
| 04/02/18-04/08/18 | BOOK Palmer, Catherine | 15.00 | 25.74 | \$386.10 |
| 04/09/18-04/15/18 | BOOK Palmer, Catherine | 15.00 | 25.74 | \$386.10 |

Thank you for your part in our Placements with a Purpose program. Every placement generated by LLoyd supports JDRF with a donation to help fight diabetes.

PAY THIS AMOUNT >

TOTAL

\$772.20



110- 445 Broadhollow Road
Melville, NY 11747, Suite 110
Phone: 631-477-7600

EMPLOYEE PLEASE COMPLETE - Be sure to indicate AM or PM.

| DAY | DATE | TIME IN | | TIME OUT | | TOTAL HOURS & MIN BREAK |
|-------------|--------|--|-----------------------------|-----------------------------|-----------------------------|----------------------------|
| | | AM | PM | AM | PM | |
| MON | 4-2-19 | <input type="checkbox"/> AM | <input type="checkbox"/> PM | <input type="checkbox"/> AM | <input type="checkbox"/> PM | |
| TUES | 4-3-19 | <input type="checkbox"/> AM | <input type="checkbox"/> PM | <input type="checkbox"/> AM | <input type="checkbox"/> PM | |
| WED | 4-4-19 | <input type="checkbox"/> AM | <input type="checkbox"/> PM | <input type="checkbox"/> AM | <input type="checkbox"/> PM | |
| THURS | 4-5-19 | <input type="checkbox"/> AM | <input type="checkbox"/> PM | <input type="checkbox"/> AM | <input type="checkbox"/> PM | |
| FRI | 4-6-19 | <input type="checkbox"/> AM | <input type="checkbox"/> PM | <input type="checkbox"/> AM | <input type="checkbox"/> PM | |
| SAT | 4-7-19 | <input type="checkbox"/> AM | <input type="checkbox"/> PM | <input type="checkbox"/> AM | <input type="checkbox"/> PM | |
| SUN | 4-8-19 | <input type="checkbox"/> AM | <input type="checkbox"/> PM | <input type="checkbox"/> AM | <input type="checkbox"/> PM | |
| WEEK ENDING | 4-8 | TOTAL HOURS FOR WEEK TO REQUEST 24 HOUR PLEASE WRITE TOTAL HOURS WORKED HERE → | | | | 13 |

INSTRUCTIONS:
 1. Please verify, use a ball point pen.
 2. Use separate timesheet for each assignment.
 3. Use ORIGINAL & REVERSE copy to Lloyd, no later than Friday night.
 4. Leave CLEAR copy with client company. Robin Exenbey copy for yourself.
 5. Unassigned timesheets will be returned without payment.
 6. Altered timesheets will not be accepted. All times must be labeled.

COMPANY NAME: **BABCNC**
 ADDRESS: **P O Box 252007**
 CITY: **PHOENIX, AZ**
 STATE: **PHOENIX, AZ**
 ZIP: **85027**

REPORT TO: **Robin Greenberg**
 JOB TITLE: **President**
 WEEK ENDING: **4-8**

FIRST TIME AT THIS CLIENT COMPANY? Yes No
 If Yes, Temporary Associates must indicate they have received the following Orientation Training on this assignment. (Please check)
 Emergency Evacuation Procedures Job Site & General Safety Rules Policy & Procedure Review

I hereby certify that the above shipment was worked by me during the week ending shown above, and were properly certified by an authorized representative of the facility named above and that I received the required training. I understand I am to contact the office after completing the Assignment to determine if there is other work available for me. I agree that if I do not contact the office upon completion of an assignment they can assume I am not available.

EMPLOYEE NAME: **CATHERINE PARKER**
 EMPLOYEE SIGNATURE: *Catherine Parker*
 SOCIAL SECURITY NO.: **-**
 FRUIT NAME: **-**

CLIENT SIGNATURE OF ACCEPTANCE: **Robin Exenbey**
 EMPLOYEE SIGNATURE: *Robin Exenbey*
 IMPORTANT FOR CLIENT: Employee certifies that the client certifies that the TOTAL HOURS listed are correct as stated, that the work was performed in a satisfactory manner and agreement by the client to the TERMS and CONDITIONS printed on this reverse side of this form. Please do not advance materials to employees. Minimum 4 hours per employee per day. Be sure to call Lloyd Staffing immediately when assignment ends or we will assume you are no longer available for work.

EMPLOYEE INFORMATION

To avoid delays be sure timesheets are completely filled out. This includes required signatures by yourself and authorized representative of the client.

OVERTIME

You are permitted to work overtime only with the request and approval of the client. Approval must be obtained from us by the client. WORK WEEK: Work in excess of (40) forty hours in a work week (Monday-Sunday) will be paid at one and one-half (1-1/2) your regular rate.

LUNCH

Your lunch hour will be determined by your supervisor to whom you are assigned. When working a full day, the law requires a minimum of 1/2 hour of lunch.

ABSENCES - LATENESS

Call us immediately if you must be absent or late. Do not call the client. LLOYD STAFFING will call the client.

ON-THE-JOB SAFETY

Employee certifies no accident or injury was sustained while working on the assignment that has not been previously reported to the Human Resources office at Lloyd.

TRAINING

You must complete the Training Orientation every time you go to a new assignment.

TERMS & CONDITIONS FOR LLOYD STAFFING

I certify that I am authorized to sign on behalf of the named company ("Customer"), the total hours shown on the reverse side of this timesheet are correct, the work was performed in a satisfactory manner, and my signature is authorization to bill the named Customer. We understand that this person is an employee of LLOYD and is referred to us on a temporary basis. In the event we or any of our affiliates, or any company to whom we assign this person, either (a) employ this person on a permanent or temporary basis, (b) use this person's services in a consulting or freelance capacity, or (c) use this person's services through another temporary service which ends (1) year after this person's temporary assignment, we agree to pay LLOYD a fee of 25% of the total authorized compensation rate of the employee in the new capacity.

LLOYD warrants satisfaction with its employee's services by obtaining a letter (a) bear guarantee period. If, for any reason, we are dissatisfied with the employee assigned to us, LLOYD will not charge for the first four (4) hours worked by such employee, provided that LLOYD replaces the individual assigned. Unless we contact LLOYD before the end of the first four (4) hours, we agree that the employee assigned by LLOYD is satisfactory.

I warrant the prior agreement between LLOYD and Customer with respect to the services performed hereunder and any future services. That (a) Customer shall not attempt LLOYD's employees with unreasonable pressure, cost, regulated or other vehicles and shall therefore indemnify and hold LLOYD harmless from any such claim arising out of or in connection with the foregoing, including but not limited to bodily injury, property damage, fire, theft, carbon copy damage or other public liability damage. (b) LLOYD's insurance does not cover loss or damage caused by the operation of Customer's owned or leased motor vehicles by LLOYD's employees, and Customer therefore accepts full responsibility for any claims, including the defense thereof, involving bodily injury, property damage, fire, theft, carbon copy damage or public liability damage sustained or incurred as a result of a LLOYD's employee driving such vehicle(s), or arising out of or involving violation by Customer of clause (b) above. (c) LLOYD is not responsible for claims made under its Fidelity Bond unless such claims are reported in writing to it by Customer within thirty (30) days after occurrence. (d) Customer shall indemnify and hold LLOYD harmless from claims and demands arising out of the Occupational Safety and Health Act as it relates to premises owned or controlled by Customer and to which LLOYD's employees are assigned and (e) under no circumstances will LLOYD be responsible for claims arising from work performed by LLOYD's temporary employees unless such claims are reported in writing to LLOYD by the Customer within ninety (90) days after the last date of the temporary employee's assignment to the Customer. Customer recognizes LLOYD's employee-employer relationship with its personnel and accepts the obligation to discuss all matters concerning their employment, job assignments, pay, incentives, etc., with LLOYD.

Temporary employees are assigned to Customer's job site based upon the job description given and the known qualifications of the employee. UNAUTHORIZED WORK PERFORMED BY LLOYD'S EMPLOYEES IS STRICTLY FORBIDDEN. ANY TEMPORARY EMPLOYEE INJURED WHILE ENGAGING IN UNAUTHORIZED WORK MAY NOT BE COVERED UNDER LLOYD'S WORKERS COMPENSATION INSURANCE.

Customer acknowledges its understanding that LLOYD's invoice are for labor and success to pay such invoices upon receipt. If any invoice remains unpaid thirty (30) days after invoice date, Customer agrees to pay LLOYD a late payment charge at the rate of 1-1/2% per month (18% per annum) on such unpaid amounts. Customer also agrees to pay LLOYD its reasonable costs of collection, including its reasonable attorney's fees and expenses.



STAFFING

HQ: 445 Broadhollow Road
Melville, NY 11747, Suite 119
Phone: 631-777-7600

EMPLOYEE PLEASE COMPLETE - Be sure to indicate AM or PM.

| DAY | DATE | TIME IN | | TIME OUT | | TOTAL HOURS |
|-------------|---------|---|-----------------------------|-----------------------------|-----------------------------|-------------|
| | | AM | PM | AM | PM | |
| MON | 4/9/18 | <input type="checkbox"/> AM | <input type="checkbox"/> PM | <input type="checkbox"/> AM | <input type="checkbox"/> PM | |
| TUES | 4/10/18 | <input type="checkbox"/> AM | <input type="checkbox"/> PM | <input type="checkbox"/> AM | <input type="checkbox"/> PM | |
| WED | 4/11/18 | <input type="checkbox"/> AM | <input type="checkbox"/> PM | <input type="checkbox"/> AM | <input type="checkbox"/> PM | |
| THURS | 4/12/18 | <input type="checkbox"/> AM | <input type="checkbox"/> PM | <input type="checkbox"/> AM | <input type="checkbox"/> PM | |
| FRI | 4/13/18 | <input type="checkbox"/> AM | <input type="checkbox"/> PM | <input type="checkbox"/> AM | <input type="checkbox"/> PM | |
| SAT | 4/14/18 | <input type="checkbox"/> AM | <input type="checkbox"/> PM | <input type="checkbox"/> AM | <input type="checkbox"/> PM | |
| SUN | 4/15/18 | <input type="checkbox"/> AM | <input type="checkbox"/> PM | <input type="checkbox"/> AM | <input type="checkbox"/> PM | |
| WEEK ENDING | 4-15 | TOTAL HOURS FOR WEEK TO REQUEST 1/4 HOUR PLEASE WRITE TOTAL HOURS WORKED HERE → | | | | |

INSTRUCTIONS:
 1. Please notify us a full point prior.
 2. Use separate timesheet for each assignment.
 3. Mark OVERTIME & LATENESS copy to Lloyd, no later than Friday night.
 4. Leave CLEAR copy with client company; retain EMPLOYEE copy for yourself.
 5. Unsigned timesheets will not be accepted. All hours must be labeled.
 Approved timesheets will not be accepted. All hours must be labeled.

INFORMATION: All hours must be reported for each day worked. Hours will not be paid if not approved daily. (Minimum: 4 hours per employee, per day)

EMPLOYEE INFORMATION

To avoid delays be sure timesheets are completely filled out. This includes required signatures by yourself and authorized representative of the client.

OVERTIME

You are permitted to work overtime only with the request and approval of the client. Approval must be obtained from us by the client. **WORK WEEK:** Work in excess of (40) forty hours in a work week (Monday-Sunday) will be paid at one and one-half (1-1/2) your regular rate.

LUNCH

Your lunch hour will be determined by your supervisor to whom you are assigned. When working a full day, the law requires a minimum of 1/2 hour of lunch.

ABSENCES - LATENESS

Call us immediately if you must be absent or late. Do not call the client. LLOYD STAFFING will call the client.

ON-THE-JOB SAFETY

Employee certifies no accident or injury was sustained while working on the assignment that has not been previously reported to the Human Resources office at Lloyd.

TRAINING

You must complete the Training Orientation every time you go to a new assignment.

COMPANY NAME

BASCNC

ADDRESS

P O Box 252007

TOWN

ST. LOUIS

ZIP

63110

REPORT TO

Robin Greenberg

DEPT.

President

WEEK ENDING

4-15

FIRST TIME AT THIS CLIENT COMPANY? Yes No If Yes, Temporary Associates must indicate they have received the following Orientation Training on this assignment. (Please check)
 Emergency Evacuation Procedures Job Site & General Safety Rules Policy & Procedure Review

I hereby certify that the hours shown were worked by me during the week ending shown above, and were properly certified by an authorized representative of the facility named above and that I received the required training. I understand I am to contact the office after completing the Assignment to determine if there is either work available for me. I agree that if I do not contact the office upon completion of an assignment they can assume I am not available.

EMPLOYEE NAME

CATHERINE PALMER

EMPLOYEE SIGNATURE

Cathy

SOCIAL SECURITY NO.

-

-

-

CLIENT SIGNATURE OF ACCEPTANCE

Robin Greenberg

APPROVAL

Robin Greenberg

IMPORTANT FOR CLIENT: Escalation of this sign by the client constitutes a certification that the TOTAL hours listed on this sign are correct, that the work was performed in a satisfactory manner and agreement by the Client to the TERMS and CONDITIONS printed on the reverse side of this form. Please do not advance monies to employees. Minimum 4 hours per employee per day. Be sure to call Lloyd Staffing immediately when assignment ends or we will assume you are no longer available for work.

TERMS & CONDITIONS FOR LLOYD STAFFING

I certify that I am authorized to sign on behalf of the named company ("Customer"), the total hours shown on the reverse side of this timesheet are correct, the work was performed in a satisfactory manner, and my signature is authorization to bill the named Customer. We understand that this person is an employee of LLOYD and is related to us on a temporary basis. In the event we or any other company to whom we assign this person, either (a) employ this person on a permanent or temporary basis, (b) use this person's services in a consulting or freelance capacity, or (c) use this person's services through another temporary service within one (1) year after this person's temporary assignment, we agree to pay LLOYD a fee of 25% of the total annualized compensation rate of the employee in the new capacity.

LLOYD guarantees satisfaction with its employee's services by extending a four (4) hour guarantee period. If, for any reason, we are dissatisfied with the employee assigned to us, LLOYD will not charge for the first four (4) hours worked by such employee, provided that LLOYD replaces the individual assigned. Unless we contact LLOYD before the end of the first four (4) hours, we agree that the employee assigned by LLOYD is satisfactory.

I confirm the prior agreement between LLOYD and Customer with respect to the services performed hereunder and any future services, that (a) Customer shall not contract LLOYD's employees with unrelated promises, cash, gratuities or other valuables or otherwise such employees to operate independently or under policies without the prior written consent of LLOYD in each instance and with LLOYD's consent and that LLOYD reserves the right to assign any such claims arising out of a breach of the foregoing. LLOYD's insurance covering bodily injury, property damage, fire, theft, collision, cargo damage or other public liability coverage (b) LLOYD's insurance does not cover loss or damage caused by the operation of Customer's owned or leased motor vehicles by LLOYD's employees, and Customer therefore accepts full responsibility for any claims, including the defense thereof, involving bodily injury, property damage, fire, theft, collision, cargo damage or public liability damage sustained or incurred as a result of a LLOYD's employee driving such vehicle, or arising out of or involving violation by Customer of clause (b) above; (c) LLOYD is not responsible for claims made under its Fidelity Bond unless such claims are reported in writing to it by Customer within thirty (30) days after occurrence; (d) Customer shall indemnify and hold LLOYD harmless from claims and demands arising out of the Occupational Safety and Health Act as it relates to premises owned or controlled by Customer and in which LLOYD's temporary employees are assigned and (e) under no circumstances will LLOYD be responsible for claims arising from work performed by LLOYD's temporary employees unless such claims are reported in writing to LLOYD by the Customer within ninety (90) days after the last date of the temporary employee's assignment to the Customer. Customer recognizes LLOYD's employee-employee relationship with its personnel and accepts the obligation to discuss all matters concerning their employment, job reassignments, pay procedures, etc., with LLOYD.

Temporary employees are assigned to Customer's job site based upon the job description given and the known qualifications of the employee. UNAUTHORIZED WORK PERFORMED BY LLOYD'S EMPLOYEES IS STRICTLY FORBIDDEN. ANY TEMPORARY EMPLOYEE INJURED WHILE ENGAGING IN UNAUTHORIZED WORK MAY NOT BE COVERED UNDER LLOYD'S WORKERS COMPENSATION INSURANCE.

Customer acknowledges its understanding that LLOYD's invoice to its labor and agrees to pay such invoice upon receipt. If any invoice remains unpaid thirty (30) days after invoice date, Customer agrees to pay LLOYD a late payment charge at the rate of 1-1/2% per month (18% per annum) on such unpaid amounts. Customer also agrees to pay LLOYD its reasonable costs of collection, including its reasonable attorney's fees and expenses.

Bel Air-Beverly Crest Neighborhood Council
Revised Budget for Fiscal Year 2017-2018
APPROVED on February 28, 2018

Funds

Total Annual Allocation

\$42,000.00

(This does not include the \$750 Clean Streets Challenge Award Yet)

Budget

| Category | | | % | Total |
|--|---|----|--------|------------------|
| 100 Operations | | | | |
| TAC | Temporary Staff | \$ | | 11,544 |
| OFF | Office Equipment, Software, and Supplies | \$ | | 2,000 |
| POS | Post Box Rental & Postage | \$ | | 400 |
| FAC | Facilities Related and Space Rental | \$ | | 1,500 |
| COM | Communications & Technology | \$ | | 1,000 |
| EDU | Training and Board Retreat | \$ | | 250 |
| MIS | Miscellaneous Expense | \$ | | 5,306 |
| | SUB TOTAL: | | 52.38% | \$ 22,000 |
| 200 Outreach | | | | |
| TAC | Temporary Staff | \$ | | 10,000 |
| MKT | Marketing Materials and Swag | \$ | | 1,000 |
| EVE | Event Expense (Refreshments, etc.) | \$ | | 1,500 |
| NEW | Newsletter Expense | \$ | | - |
| WEB | Website Maintenance /Hosting/Enhancement/Creation | \$ | | 2,750 |
| | SUB TOTAL: | | 36.31% | \$ 15,250 |
| 300 Community Improvement | | | | |
| CIP | Community Improvement Projects | \$ | | 1,900 |
| | SUB TOTAL: | | 4.52% | \$ 1,900 |
| 400 Neighborhood Purpose Grants | | | | |
| GRT | Neighborhood Purpose Grant | \$ | | 2,850 |
| | SUB TOTAL: | | 6.79% | \$ 2,850 |
| 500 Elections | | | | |
| ELE | Election Outreach Expense | \$ | | - |
| | SUB TOTAL: | | | \$ - |
| | GRAND TOTAL: | | | \$ 42,000 |

Budget Narrative:

| Projected Recurring Monthly Operational Expenses | Monthly Amount* |
|--|--|
| Vendor - Item/Service Description | |
| 1 Lloyd Staffing-Board Administrator | \$1,808.70 |
| 2 Room Charges & Refreshments | \$440.00 Board Meetings and PLU Meetings |
| 3 Printing Costs - LA Press | \$100.00 |
| 4 Website Maintenance/Hosting | \$150.00 |
| 5 Google Apps | \$150.00 |
| 6 Jive Communications, Inc. | \$80.00 |
| Total Monthly Operational Expenses | \$2,728.70 |

* Recurring monthly operational expenses only

Revised 06/27/17

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification Form



NC Name: BEL AIR-BEVERLY CREST NEIGHBORHOOD COUNCIL

Meeting Date: 12-20-2017

Budget Fiscal Year: 2017-2018

Agenda Item No: 14.c.

Board Motion and/or Public Benefit Statement (CIP and NPG):

(Page 1 of 2) Motion: BABCNC Board to approve revised allocation of Budget, which results in \$37,250 for General and Operational Expenses, \$1,900 for Community Improvement Projects and \$2,850 for Neighborhood Purpose Grants. 21 yes; 0 no; 0 abstentions; 10 absent; 1 ineligible Mindy Mann; approved.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

| Board Member First and Last Name | Board Position | Yes | No | Abstain | Absent | Ineligible | Recused |
|----------------------------------|----------------|-----|----|---------|--------|------------|---------|
| Irene Sandler | Board Member | X | | | | | |
| Maureen Levinson | Board Member | X | | | | | |
| Leslie Weisberg | Board Member | X | | | | | |
| Larry Leisten | Bylaws Chair | X | | | | | |
| Robin Greenberg | President | X | | | | | |
| Michael Kemp | Board Member | X | | | | | |
| Andre Stojka | Board Member | X | | | | | |
| Robert Schlesinger | PLUC Chair | X | | | | | |
| Mindy Mann for Don Loze | Alternate | | | | | X | |
| Nickie Miner | Vice President | X | | | | | |
| Matthew Post | Board Member | | | | X | | |
| Gary Plotkin | Board Member | | | | X | | |
| Jacqueline Le Kennedy | Treasurer | X | | | | | |
| Travis Longcore | Board Member | X | | | | | |
| Maureen Smith | Board Member | X | | | | | |
| John Amato | Board Member | | | | X | | |
| Jim Wimbish | Board Member | | | | X | | |
| Kathy Copcutt | Board Member | | | | X | | |
| Jason Spradlin | Board Member | X | | | | | |
| Jamie Hall | Board Member | X | | | | | |
| Stephanie Savage | Board Member | X | | | | | |
| Cathy Wayne | Board Member | X | | | | | |
| Tony Tucci | Board Member | | | | X | | |
| Dan Love | Board Member | | | | X | | |
| Chuck Maginnis | Board Member | X | | | | | |
| Pamela Pierson, M.D. | Board Member | X | | | | | |
| Robinson (Rob) Farber | Board Member | X | | | | | |
| Luis Pardo | Board Member | | | | X | | |
| Quorum: 15 | Total: | 21 | | | 10 | 1 | |

We, the Treasurer and the Second Signer 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.

Treasurer's Signature

Second Signer's Signature

Print/Type Name: Jacqueline Le Kennedy

Print/Type Name: Robert A. Ringler

Date: December 20, 2017

Date: December 20, 2017



Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form

NC Name: BEL AIR-BEVERLY CREST NEIGHBORHOOD COUNCIL Meeting Date: 02-28-2018
 Budget Fiscal Year: 2017-2018 Agenda Item No: 10.c.

Board Motion and/or Public Benefit Statement (CIP and NPG): (Page 1 of 2) c. Motion: Approval (retroactively) of an additional 12 hours a week x 5 weeks (60 additional hours) for Staffing help, for weeks ending 01/07, 01/14, 01/21, 01/28 & 02/04/2018. (Instead of 15 hours/week, averaged 27 hours/week.) (Lloyd Staffing charges \$25.74/hour / extra 60 hours = \$1,544.40)

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

| Board Member First and Last Name | Board Position | Yes | No | Abstain | Absent | Ineligible | Recused |
|----------------------------------|----------------|-----|----|---------|--------|------------|---------|
| Irene Sandler | Board Member | X | | | | | |
| Maureen Levinson | Board Member | | | | X | | |
| Leslie Weisberg | Board Member | | | | X | | |
| Larry Leisten | Bylaws Chair | X | | | | | |
| Robin Greenberg | President | X | | | | | |
| Michael Kemp | Board Member | X | | | | | |
| Andre Stojka | Board Member | X | | | | | |
| Robert Schlesinger | PLUC Chair | X | | | | | |
| Don Loze | Board Member | X | | | | | |
| Nickie Miner | Vice President | X | | | | | |
| Matthew Post | Board Member | X | | | | | |
| Sam Sanandaji | Board Member | | | | | X | |
| Jacqueline Le Kennedy | Treasurer | | | | X | | |
| Travis Longcore | Board Member | | | | X | | |
| Maureen Smith | Board Member | X | | | | | |
| John Amato | Board Member | | | | X | | |
| John Jim Wimbish | Board Member | X | | | | | |
| 909 Kathy Copcutt | Board Member | | | | X | | |
| Jason Spradlin | Board Member | | | | X | | |
| Jamie Hall | Board Member | X | | | | | |
| Stephanie Savage | Board Member | X | | | | | |
| Cathy Wayne | Board Member | X | | | | | |
| Tony Tucci | Board Member | X | | | | | |
| Dan Love | Board Member | | | | X | | |
| Chuck Maginnis | Board Member | X | | | | | |
| Pamela Pierson, M.D. | Board Member | | | | X | | |
| Robinson (Rob) Farber | Board Member | | | | X | | |
| Luis Pardo | Board Member | X | | | | | |
| Quorum: 15 | Total: | 21 | | | 10 | 1 | |

We, the Treasurer and the Second Signer 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.

Treasurer's Signature: *Jacqueline Le Kennedy*
 Print/Type Name: Jacqueline Le Kennedy
 Date: February 28, 2018

Second Signer's Signature: *Robert A. Ringler*
 Print/Type Name: Robert A. Ringler
 Date: February 28, 2018

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification Form



NC Name: BEL AIR-BEVERLY CREST NEIGHBORHOOD COUNCIL Meeting Date: 02-28-2018

Budget Fiscal Year: 2017-2018 Agenda Item No: 10.c.

Board Motion and/or Public Benefit Statement (CIP and NPG): Page 2 of 2: c. Motion: Approval (retroactively) of an additional 12 hours a week x 5 weeks (60 additional hours) for Staffing help, for weeks ending 01/07, 01/14, 01/21, 01/28 & 02/04/2018. (Instead of 15 hours/week, averaged 27 hours/week.) (Lloyd Staffing charges \$25.74/hour / extra 60 hours = \$1,544.40)

Method of Payment: (Select One) Check ~~Credit Card~~ Board Member Reimbursement

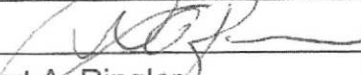
Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

| Board Member First and Last Name | Board Position | Yes | No | Abstain | Absent | Ineligible | Recused |
|----------------------------------|-------------------|--------|----|---------|--------|------------|---------|
| Ellen Evans | Board Member | X | | | | | |
| Robert A. Ringler | Secy & 2nd Signer | X | | | | | |
| Dan Palmer | Board Member | X | | | | | |
| Jeremy Summers | Board Member | X | | | | | |
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| Quorum: 15 | | Total: | | | | | |

We, the Treasurer and the Second Signer 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.

Treasurer's Signature: 
 Print/Type Name: Jacqueline Le Kennedy

Second Signer's Signature: 
 Print/Type Name: Robert A. Ringler

Date: February 28, 2018

Date: February 28, 2018

Invoice

| |
|---|
| The Web Corner, Inc. |
| 19509 Ventura Blvd. Tarzana CA 91356 (818) 345-7443 |

| Date | Invoice # | Due Date |
|----------|-----------|----------|
| 5/1/2018 | 16525 | 5/1/2018 |

| |
|--------------------------|
| Bill To |
| Bel Air-Beverly Crest NC |

| P.O. No. | Terms | Project |
|----------|-------|---------|
| | | |

| Quantity | Description | Rate | Amount |
|----------|---|--------|--------|
| 1 | Monthly Maintenance: includes up to 1 hour for; phone support, web development, requests, & website adjustments | 150.00 | 150.00 |
| 1 | Monthly Hosting for babcnc.org (included in Maintenance) | 15.00 | 15.00 |

| | | |
|--|-------------------------|----------|
| Please remit payment at your earliest convenience. Thank you for your business! | Total | \$165.00 |
| | Payments/Credits | \$0.00 |
| | Balance Due | \$165.00 |

Bel Air-Beverly Crest Neighborhood Council
Revised Budget for Fiscal Year 2017-2018
APPROVED on February 28, 2018

Funds

Total Annual Allocation

\$42,000.00

(This does not include the \$750 Clean Streets Challenge Award Yet)

Budget

| Category | | | % | | Total |
|--|---|----|--------|----|---------------|
| 100 Operations | | | | | |
| TAC | Temporary Staff | \$ | | | 11,544 |
| OFF | Office Equipment, Software, and Supplies | \$ | | | 2,000 |
| POS | Post Box Rental & Postage | \$ | | | 400 |
| FAC | Facilities Related and Space Rental | \$ | | | 1,500 |
| COM | Communications & Technology | \$ | | | 1,000 |
| EDU | Training and Board Retreat | \$ | | | 250 |
| MIS | Miscellaneous Expense | \$ | | | 5,306 |
| | SUB TOTAL: | | 52.38% | \$ | 22,000 |
| | | | | | |
| 200 Outreach | | | | | |
| TAC | Temporary Staff | \$ | | | 10,000 |
| MKT | Marketing Materials and Swag | \$ | | | 1,000 |
| EVE | Event Expense (Refreshments, etc.) | \$ | | | 1,500 |
| NEW | Newsletter Expense | \$ | | | - |
| WEB | Website Maintenance /Hosting/Enhancement/Creation | \$ | | | 2,750 |
| | SUB TOTAL: | | 36.31% | \$ | 15,250 |
| | | | | | |
| 300 Community Improvement | | | | | |
| CIP | Community Improvement Projects | \$ | | | 1,900 |
| | SUB TOTAL: | | 4.52% | \$ | 1,900 |
| | | | | | |
| 400 Neighborhood Purpose Grants | | | | | |
| GRT | Neighborhood Purpose Grant | \$ | | | 2,850 |
| | SUB TOTAL: | | 6.79% | \$ | 2,850 |
| | | | | | |
| 500 Elections | | | | | |
| ELE | Election Outreach Expense | \$ | | | - |
| | SUB TOTAL: | | | \$ | - |
| | | | | | |
| | GRAND TOTAL: | | | \$ | 42,000 |

Budget Narrative:

| Projected Recurring Monthly Operational Expenses | Monthly Amount* |
|--|--|
| Vendor - Item/Service Description | |
| 1 Lloyd Staffing-Board Administrator | \$1,808.70 |
| 2 Room Charges & Refreshments | \$440.00 Board Meetings and PLU Meetings |
| 3 Printing Costs - LA Press | \$100.00 |
| 4 Website Maintenance/Hosting | \$150.00 |
| 5 Google Apps | \$150.00 |
| 6 Jive Communications, Inc. | \$80.00 |
| Total Monthly Operational Expenses | \$2,728.70 |

* Recurring monthly operational expenses only

Revised 06/27/17

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification Form



NC Name: BEL AIR-BEVERLY CREST NEIGHBORHOOD COUNCIL

Meeting Date: 12-20-2017

Budget Fiscal Year: 2017-2018

Agenda Item No: 14.c.

Board Motion and/or Public Benefit Statement (CIP and NPG):

(Page 1 of 2) Motion: BABCNC Board to approve revised allocation of Budget, which results in \$37,250 for General and Operational Expenses, \$1,900 for Community Improvement Projects and \$2,850 for Neighborhood Purpose Grants. 21 yes; 0 no; 0 abstentions; 10 absent; 1 ineligible Mindy Mann; approved.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

| Board Member First and Last Name | Board Position | Yes | No | Abstain | Absent | Ineligible | Recused |
|----------------------------------|----------------|-----|----|---------|--------|------------|---------|
| Irene Sandler | Board Member | X | | | | | |
| Maureen Levinson | Board Member | X | | | | | |
| Leslie Weisberg | Board Member | X | | | | | |
| Larry Leisten | Bylaws Chair | X | | | | | |
| Robin Greenberg | President | X | | | | | |
| Michael Kemp | Board Member | X | | | | | |
| Andre Stojka | Board Member | X | | | | | |
| Robert Schlesinger | PLUC Chair | X | | | | | |
| Mindy Mann for Don Loze | Alternate | | | | | X | |
| Nickie Miner | Vice President | X | | | | | |
| Matthew Post | Board Member | | | | X | | |
| Gary Plotkin | Board Member | | | | X | | |
| Jacqueline Le Kennedy | Treasurer | X | | | | | |
| Travis Longcore | Board Member | X | | | | | |
| Maureen Smith | Board Member | X | | | | | |
| John Amato | Board Member | | | | X | | |
| Jim Wimbish | Board Member | | | | X | | |
| Kathy Copcutt | Board Member | | | | X | | |
| Jason Spradlin | Board Member | X | | | | | |
| Jamie Hall | Board Member | X | | | | | |
| Stephanie Savage | Board Member | X | | | | | |
| Cathy Wayne | Board Member | X | | | | | |
| Tony Tucci | Board Member | | | | X | | |
| Dan Love | Board Member | | | | X | | |
| Chuck Maginnis | Board Member | X | | | | | |
| Pamela Pierson, M.D. | Board Member | X | | | | | |
| Robinson (Rob) Farber | Board Member | X | | | | | |
| Luis Pardo | Board Member | | | | X | | |
| Quorum: 15 | Total: | 21 | | | 10 | 1 | |

We, the Treasurer and the Second Signer 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.

Treasurer's Signature

Second Signer's Signature

Print/Type Name: Jacqueline Le Kennedy

Print/Type Name: Robert A. Ringler

Date: December 20, 2017

Date: December 20, 2017



Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form

NC Name: BEL AIR-BEVERLY CREST NEIGHBORHOOD COUNCIL Meeting Date: 02-28-2018
 Budget Fiscal Year: 2017-2018 Agenda Item No: 10.c.

Board Motion and/or Public Benefit Statement (CIP and NPG): (Page 1 of 2) c. Motion: Approval (retroactively) of an additional 12 hours a week x 5 weeks (60 additional hours) for Staffing help, for weeks ending 01/07, 01/14, 01/21, 01/28 & 02/04/2018. (Instead of 15 hours/week, averaged 27 hours/week.) (Lloyd Staffing charges \$25.74/hour / extra 60 hours = \$1,544.40)

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

| Board Member First and Last Name | Board Position | Yes | No | Abstain | Absent | Ineligible | Recused |
|----------------------------------|----------------|-----|----|---------|--------|------------|---------|
| Irene Sandler | Board Member | X | | | | | |
| Maureen Levinson | Board Member | | | | X | | |
| Leslie Weisberg | Board Member | | | | X | | |
| Larry Leisten | Bylaws Chair | X | | | | | |
| Robin Greenberg | President | X | | | | | |
| Michael Kemp | Board Member | X | | | | | |
| Andre Stojka | Board Member | X | | | | | |
| Robert Schlesinger | PLUC Chair | X | | | | | |
| Don Loze | Board Member | X | | | | | |
| Nickie Miner | Vice President | X | | | | | |
| Matthew Post | Board Member | X | | | | | |
| Sam Sanandaji | Board Member | | | | | X | |
| Jacqueline Le Kennedy | Treasurer | | | | X | | |
| Travis Longcore | Board Member | | | | X | | |
| Maureen Smith | Board Member | X | | | | | |
| John Amato | Board Member | | | | X | | |
| John Jim Wimbish | Board Member | X | | | | | |
| 909 Kathy Copcutt | Board Member | | | | X | | |
| Jason Spradlin | Board Member | | | | X | | |
| Jamie Hall | Board Member | X | | | | | |
| Stephanie Savage | Board Member | X | | | | | |
| Cathy Wayne | Board Member | X | | | | | |
| Tony Tucci | Board Member | X | | | | | |
| Dan Love | Board Member | | | | X | | |
| Chuck Maginnis | Board Member | X | | | | | |
| Pamela Pierson, M.D. | Board Member | | | | X | | |
| Robinson (Rob) Farber | Board Member | | | | X | | |
| Luis Pardo | Board Member | X | | | | | |
| Quorum: 15 | Total: | 21 | | | 10 | 1 | |

We, the Treasurer and the Second Signer 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.

Treasurer's Signature: *Jacqueline Le Kennedy* Second Signer's Signature: *Robert A. Ringler*
 Print/Type Name: Jacqueline Le Kennedy Print/Type Name: Robert A. Ringler
 Date: February 28, 2018 Date: February 28, 2018

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form



NC Name: BEL AIR-BEVERLY CREST NEIGHBORHOOD COUNCIL Meeting Date: 02-28-2018
 Budget Fiscal Year: 2017-2018 Agenda Item No: 10.c.

Board Motion and/or Public Benefit Statement (CIP and NPG): Page 2 of 2: c. Motion: Approval (retroactively) of an additional 12 hours a week x 5 weeks (60 additional hours) for Staffing help, for weeks ending 01/07, 01/14, 01/21, 01/28 & 02/04/2018. (Instead of 15 hours/week, averaged 27 hours/week.) (Lloyd Staffing charges \$25.74/hour / extra 60 hours = \$1,544.40)

Method of Payment: (Select One) Check ~~Board Member~~ Board Member Reimbursement

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

| Board Member First and Last Name | Board Position | Yes | No | Abstain | Absent | Ineligible | Recused |
|----------------------------------|-------------------|--------|----|---------|--------|------------|---------|
| Ellen Evans | Board Member | X | | | | | |
| Robert A. Ringler | Secy & 2nd Signer | X | | | | | |
| Dan Palmer | Board Member | X | | | | | |
| Jeremy Summers | Board Member | X | | | | | |
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| Quorum: 15 | | Total: | | | | | |

We, the Treasurer and the Second Signer 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.

| | |
|---|---|
| Treasurer's Signature | Second Signer's Signature |
| Print/Type Name: Jacqueline Le Kennedy | Print/Type Name: Robert A. Ringler |
| Date: February 28, 2018 | Date: February 28, 2018 |

Invoice

| |
|---|
| The Web Corner, Inc. |
| 19509 Ventura Blvd. Tarzana CA 91356 (818) 345-7443 |

| Date | Invoice # | Due Date |
|----------|-----------|----------|
| 2/1/2018 | 16061 | 2/1/2018 |

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|--------------------------|
| Bill To |
| Bel Air-Beverly Crest NC |

| P.O. No. | Terms | Project |
|----------|-------|---------|
| | | |

| Quantity | Description | Rate | Amount |
|----------|---|--------|--------|
| 1 | Monthly Maintenance: includes up to 1 hour for; phone support, web development, requests, & website adjustments | 150.00 | 150.00 |

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

Bel Air-Beverly Crest Neighborhood Council
Revised Budget for Fiscal Year 2017-2018
APPROVED on February 28, 2018

Funds

Total Annual Allocation

\$42,000.00

(This does not include the \$750 Clean Streets Challenge Award Yet)

Budget

| Category | | | % | | Total |
|--|---|----|--------|----|---------------|
| 100 Operations | | | | | |
| TAC | Temporary Staff | \$ | | | 11,544 |
| OFF | Office Equipment, Software, and Supplies | \$ | | | 2,000 |
| POS | Post Box Rental & Postage | \$ | | | 400 |
| FAC | Facilities Related and Space Rental | \$ | | | 1,500 |
| COM | Communications & Technology | \$ | | | 1,000 |
| EDU | Training and Board Retreat | \$ | | | 250 |
| MIS | Miscellaneous Expense | \$ | | | 5,306 |
| | SUB TOTAL: | | 52.38% | \$ | 22,000 |
| 200 Outreach | | | | | |
| TAC | Temporary Staff | \$ | | | 10,000 |
| MKT | Marketing Materials and Swag | \$ | | | 1,000 |
| EVE | Event Expense (Refreshments, etc.) | \$ | | | 1,500 |
| NEW | Newsletter Expense | \$ | | | - |
| WEB | Website Maintenance /Hosting/Enhancement/Creation | \$ | | | 2,750 |
| | SUB TOTAL: | | 36.31% | \$ | 15,250 |
| 300 Community Improvement | | | | | |
| CIP | Community Improvement Projects | \$ | | | 1,900 |
| | SUB TOTAL: | | 4.52% | \$ | 1,900 |
| 400 Neighborhood Purpose Grants | | | | | |
| GRT | Neighborhood Purpose Grant | \$ | | | 2,850 |
| | SUB TOTAL: | | 6.79% | \$ | 2,850 |
| 500 Elections | | | | | |
| ELE | Election Outreach Expense | \$ | | | - |
| | SUB TOTAL: | | | \$ | - |
| | GRAND TOTAL: | | | \$ | 42,000 |

Budget Narrative:

| Projected Recurring Monthly Operational Expenses | Monthly Amount* |
|--|--|
| Vendor - Item/Service Description | |
| 1 Lloyd Staffing-Board Administrator | \$1,808.70 |
| 2 Room Charges & Refreshments | \$440.00 Board Meetings and PLU Meetings |
| 3 Printing Costs - LA Press | \$100.00 |
| 4 Website Maintenance/Hosting | \$150.00 |
| 5 Google Apps | \$150.00 |
| 6 Jive Communications, Inc. | \$80.00 |
| Total Monthly Operational Expenses | \$2,728.70 |

* Recurring monthly operational expenses only

Revised 06/27/17

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification Form



NC Name: BEL AIR-BEVERLY CREST NEIGHBORHOOD COUNCIL

Meeting Date: 12-20-2017

Budget Fiscal Year: 2017-2018

Agenda Item No: 14.c.

Board Motion and/or Public Benefit Statement (CIP and NPG):

(Page 1 of 2) Motion: BABCNC Board to approve revised allocation of Budget, which results in \$37,250 for General and Operational Expenses, \$1,900 for Community Improvement Projects and \$2,850 for Neighborhood Purpose Grants. 21 yes; 0 no; 0 abstentions; 10 absent; 1 ineligible Mindy Mann; approved.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

| Board Member First and Last Name | Board Position | Yes | No | Abstain | Absent | Ineligible | Recused |
|----------------------------------|----------------|-----------|----|---------|--------|------------|---------|
| Irene Sandler | Board Member | X | | | | | |
| Maureen Levinson | Board Member | X | | | | | |
| Leslie Weisberg | Board Member | X | | | | | |
| Larry Leisten | Bylaws Chair | X | | | | | |
| Robin Greenberg | President | X | | | | | |
| Michael Kemp | Board Member | X | | | | | |
| Andre Stojka | Board Member | X | | | | | |
| Robert Schlesinger | PLUC Chair | X | | | | | |
| Mindy Mann for Don Loze | Alternate | | | | | X | |
| Nickie Miner | Vice President | X | | | | | |
| Matthew Post | Board Member | | | | X | | |
| Gary Plotkin | Board Member | | | | X | | |
| Jacqueline Le Kennedy | Treasurer | X | | | | | |
| Travis Longcore | Board Member | X | | | | | |
| Maureen Smith | Board Member | X | | | | | |
| John Amato | Board Member | | | | X | | |
| Jim Wimbish | Board Member | | | | X | | |
| Kathy Copcutt | Board Member | | | | X | | |
| Jason Spradlin | Board Member | X | | | | | |
| Jamie Hall | Board Member | X | | | | | |
| Stephanie Savage | Board Member | X | | | | | |
| Cathy Wayne | Board Member | X | | | | | |
| Tony Tucci | Board Member | | | | X | | |
| Dan Love | Board Member | | | | X | | |
| Chuck Maginnis | Board Member | X | | | | | |
| Pamela Pierson, M.D. | Board Member | X | | | | | |
| Robinson (Rob) Farber | Board Member | X | | | | | |
| Luis Pardo | Board Member | | | | X | | |
| Quorum: 15 | | Total: 21 | | | 10 | 1 | |

We, the Treasurer and the Second Signer 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.

Treasurer's Signature

Second Signer's Signature

Print/Type Name: Jacqueline Le Kennedy

Print/Type Name: Robert A. Ringler

Date: December 20, 2017

Date: December 20, 2017

Office of the City Clerk
Administrative Services Division
Neighborhood Council (NC) Funding Program
Board Action Certification Form



NC Name: BEL AIR-BEVERLY CREST NEIGHBORHOOD COUNCIL Meeting Date: 12-20-2017

Budget Fiscal Year: 2017-2018 Agenda Item No: 14.c

Board Motion and/or Public Benefit Statement (CIP and NPG):
(Page 2 of 2): Motion: BABCNC Board to approve revised allocation of Budget, which results in \$37,250 for General and Operational Expenses, \$1,900 for Community Improvement Projects and \$2,850 for Neighborhood Purpose Grants. 21 yes; 0 no; 0 abstentions; 10 absent; 1 ineligible Mindy Mann; approved.

Method of Payment: (Select One)
 Check Credit Card Board Member Reimbursement

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

| Board Member First and Last Name | Board Position | Yes | No | Abstain | Absent | Ineligible | Recused |
|----------------------------------|----------------------------|-----|----|---------|--------|------------|---------|
| Ellen Evans | Board Member | | | | X | | |
| Robert A. Ringler | Secy & 2nd Signer | X | | | | | |
| Dan Palmer | Board Member | X | | | | | |
| Jeremy Summers | Board Member (as of today) | | | | X | | |
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| Quorum: 15 | Total: | | | | | | |

We, the Treasurer and the Second Signer 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.

Treasurer's Signature *Jacqueline Le Kennedy* Second Signer's Signature *Robert A. Ringler*

Print/Type Name: Jacqueline Le Kennedy Print/Type Name: Robert A. Ringler

Date: December 20, 2017 Date: December 20, 2017



Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form

NC Name: BEL AIR-BEVERLY CREST NEIGHBORHOOD COUNCIL Meeting Date: 02-28-2018
 Budget Fiscal Year: 2017-2018 Agenda Item No: 10.c.

Board Motion and/or Public Benefit Statement (CIP and NPG): (Page 1 of 2) c. Motion: Approval (retroactively) of an additional 12 hours a week x 5 weeks (60 additional hours) for Staffing help, for weeks ending 01/07, 01/14, 01/21, 01/28 & 02/04/2018. (Instead of 15 hours/week, averaged 27 hours/week.) (Lloyd Staffing charges \$25.74/hour / extra 60 hours = \$1,544.40)

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Vote Count
 Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

| Board Member First and Last Name | Board Position | Yes | No | Abstain | Absent | Ineligible | Recused |
|----------------------------------|----------------|-----|----|---------|--------|------------|---------|
| Irene Sandler | Board Member | X | | | | | |
| Maureen Levinson | Board Member | | | | X | | |
| Leslie Weisberg | Board Member | | | | X | | |
| Larry Leisten | Bylaws Chair | X | | | | | |
| Robin Greenberg | President | X | | | | | |
| Michael Kemp | Board Member | X | | | | | |
| Andre Stojka | Board Member | X | | | | | |
| Robert Schlesinger | PLUC Chair | X | | | | | |
| Don Loze | Board Member | X | | | | | |
| Nickie Miner | Vice President | X | | | | | |
| Matthew Post | Board Member | X | | | | | |
| Sam Sanandaji | Board Member | | | | | X | |
| Jacqueline Le Kennedy | Treasurer | | | | X | | |
| Travis Longcore | Board Member | | | | X | | |
| Maureen Smith | Board Member | X | | | | | |
| John Amato | Board Member | | | | X | | |
| John Jim Wimbish | Board Member | X | | | | | |
| 909 Kathy Copcutt | Board Member | | | | X | | |
| Jason Spradlin | Board Member | | | | X | | |
| Jamie Hall | Board Member | X | | | | | |
| Stephanie Savage | Board Member | X | | | | | |
| Cathy Wayne | Board Member | X | | | | | |
| Tony Tucci | Board Member | X | | | | | |
| Dan Love | Board Member | | | | X | | |
| Chuck Maginnis | Board Member | X | | | | | |
| Pamela Pierson, M.D. | Board Member | | | | X | | |
| Robinson (Rob) Farber | Board Member | | | | X | | |
| Luis Pardo | Board Member | X | | | | | |
| Quorum: 15 | Total: | 21 | | | 10 | 1 | |

We, the Treasurer and the Second Signer 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.

Treasurer's Signature: *Jacqueline Le Kennedy* Second Signer's Signature: *Robert A. Ringler*
 Print/Type Name: Jacqueline Le Kennedy Print/Type Name: Robert A. Ringler
 Date: February 28, 2018 Date: February 28, 2018

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form



NC Name: BEL AIR-BEVERLY CREST NEIGHBORHOOD COUNCIL Meeting Date: 02-28-2018

Budget Fiscal Year: 2017-2018 Agenda Item No: 10.c.

Board Motion and/or Public Benefit Statement (CIP and NPG): Page 2 of 2: c. Motion: Approval (retroactively) of an additional 12 hours a week x 5 weeks (60 additional hours) for Staffing help, for weeks ending 01/07, 01/14, 01/21, 01/28 & 02/04/2018. (Instead of 15 hours/week, averaged 27 hours/week.) (Lloyd Staffing charges \$25.74/hour / extra 60 hours = \$1,544.40)

Method of Payment: (Select One) Check ~~Credit Card~~ Board Member Reimbursement

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

| Board Member First and Last Name | Board Position | Yes | No | Abstain | Absent | Ineligible | Recused |
|----------------------------------|-------------------|--------|----|---------|--------|------------|---------|
| Ellen Evans | Board Member | X | | | | | |
| Robert A. Ringler | Secy & 2nd Signer | X | | | | | |
| Dan Palmer | Board Member | X | | | | | |
| Jeremy Summers | Board Member | X | | | | | |
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| Quorum: 15 | | Total: | | | | | |

We, the Treasurer and the Second Signer 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.

| | |
|--|------------------------------------|
| Treasurer's Signature: | Second Signer's Signature: |
| Print/Type Name: Jacqueline Le Kennedy | Print/Type Name: Robert A. Ringler |
| Date: February 28, 2018 | Date: February 28, 2018 |

ATTACHMENT "C"



Aaron DeVandry
818-613-8261

5005 Stone Fence Dr
Colorado Springs, Colorado
80922
United States

Billed To
Dan Love
Bel Air / Beverly Crest Neighborhood
Council
PO Box 252007
Los Angeles, California
90025
United States

Date of Issue
05/02/2016

Due Date
05/02/2016

Invoice Number
BABCNC34

Amount Due (USD)
\$255.05

| Description | Rate | Qty | Line Total |
|---|------------------|-----|------------|
| BABCNC Website Maintenance April 2016 | \$250.00 | 1 | \$250.00 |
| Facebook Ad. "Home-Sharing Ordinance Proposal Presentation -..." | \$5.05 | 1 | \$5.05 |
| | Subtotal | | 255.05 |
| | Tax | | 0.00 |
| | Total | | 255.05 |
| | Amount Paid | | 0.00 |
| | Amount Due (USD) | | \$255.05 |

Notes

Thank you, Bel Air Beverly Crest NC!

-Aaron



Aaron DeVandry
818-613-8261

5005 Stone Fence Dr
Colorado Springs, Colorado
80922
United States

Billed To
Dan Love
Bel Air / Beverly Crest Neighborhood
Council
PO Box 252007
Los Angeles, California
90025
United States

Date of Issue
06/05/2016

Due Date
06/05/2016

Invoice Number
BABCNC35

Amount Due (USD)
\$250.00

| Description | Rate | Qty | Line Total |
|--|----------|-----|------------|
| BABCNC Website Maintenance May 2016 | \$250.00 | 1 | \$250.00 |
| Facebook Ad "Home-Sharing Ordinance Proposal Presentation -..." | \$6.71 | 1 | \$6.71 |

Subtotal 256.71
Tax 0.00

Total 256.71
Amount Paid 6.71

Amount Due (USD) \$250.00

Notes

Thank you, Bel Air Beverly Crest NC!

-Aaron

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form

all in favor



NC Name: BEL AIR-BEVERLY CREST NEIGHBORHOOD COUNCIL Meeting Date: 04-25-2018

Budget Fiscal Year: 2017-2018 Agenda Item No: 10.c.

Board Motion and/or Public Benefit Statement (CIP and NPG): (Page 1 of 2) c. Motion: Approve payment to Aaron DeVandry for last two invoices dated May 2, 2016 for \$255.05 & June 5, 2016 for \$250.00, for services rendered in April 2016 & May 2016 respectively. (Attachment C)

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

| Board Member First and Last Name | Board Position | Yes | No | Abstain | Absent | Ineligible | Recused |
|----------------------------------|----------------|--------------|----|---------|--------|------------|---------|
| Irene Sandler | Board Member | ✓ | | | | | |
| Maureen Levinson | Board Member | | | | X | | |
| Leslie Weisberg | Board Member | X | | | | | |
| Larry Leisten | Bylaws Chair | ✓ | | | | | |
| Robin Greenberg | President | ✓ | | | | | |
| Michael Kemp | Board Member | | | | X | | |
| Andre Stojka | Board Member | X | | | X | | |
| Robert Schlesinger | PLUC Chair | X | | | | | |
| Don Loze | Board Member | X | | | | | |
| Nickie Miner | Vice President | ✓ | | | | | |
| Mindy Mann | Board Member | | | | X | | |
| Sam Sanandaji | Board Member | | | | X | | |
| Jacqueline Le Kennedy | Treasurer | X | | | | | |
| Travis Longcore | Board Member | | | | X | | |
| Maureen Smith | Board Member | X | | | | | |
| John Amato | Board Member | | | | X | | |
| Jon Wimbish | Board Member | X | | | | | |
| Kathy Copcutt | Board Member | X | | | | | |
| Jason Spradlin | Board Member | X | | | | | |
| Jamie Hall | Board Member | | | | X | | |
| Stephanie Savage | Board Member | X | | | | | |
| Cathy Wayne | Board Member | ✓ | | | | | |
| Tony Tucci | Board Member | | | | X | | |
| Dan Love | Board Member | X | | | | | |
| Chuck Maginnis | Board Member | X | | | | | |
| Pamela Pierson, M.D. | Board Member | X | | | | | |
| Robinson (Rob) Farber | Board Member | X | | | | | |
| Luis Pardo | Board Member | X | | | | | |
| Quorum: 15 | Total: | 23 | | | 8 | | |

We, the Treasurer and the Second Signer 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.

Treasurer's Signature: *Jacqueline Le Kennedy*
 Print/Type Name: Jacqueline Le Kennedy
 Date: April 25, 2018

Second Signer's Signature: *Robert A. Ringler*
 Print/Type Name: Robert A. Ringler
 Date: April 25, 2018

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification Form



NC Name: BEL AIR-BEVERLY CREST NEIGHBORHOOD COUNCIL

Meeting Date: 04-25-2018

Budget Fiscal Year: 2017-2018

Agenda Item No: 10.c.

Board Motion and/or Public Benefit Statement (CIP and NPG):

Page 2 of 2: c. Motion: Approve payment to Aaron DeVandry for last two invoices dated May 2, 2016 for \$255.05 & June 5, 2016 for \$250.00, for services rendered in April 2016 & May 2016 respectively. (Attachment C)

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

| Board Member First and Last Name | Board Position | Yes | No | Abstain | Absent | Ineligible | Recused |
|----------------------------------|-------------------|-----|----|---------|--------|------------|---------|
| Ellen Evans | Board Member | X | | | | | |
| Robert A. Ringler | Secy & 2nd Signer | X | | | | | |
| Dan Palmer | Board Member | X | | | | | |
| Jeremy Summers | Board Member | X | | | | | |
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| Quorum: 15 | Total: | | | | | | |

We, the Treasurer and the Second Signer 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.

Treasurer's Signature

Print/Type Name: **Jacqueline Le Kennedy**

Date: **April 25, 2018**

Second Signer's Signature

Print/Type Name: **Robert A. Ringler**

Date: **April 25, 2018**

PROMOTIONAL IDEAS*Estimate*

13139 Psomas Way
 Los Angeles, CA 90066
 310 391 9826 or 310.795.0887 fax 310 398 6509
 mike.sm@verizon.net

shop with us @
 www.promotionalideasLA.com

| | |
|------------------|--------------|
| DATE | ESTIMATE NO. |
| 4/17/2018 | 1440 |

| | |
|---|----------------|
| NAME / ADDRESS | Ship To |
| Bel Air Beverly Crest Neighborhood Council 1645 Corinth Avenue Rm 103-4 Los Angeles, CA 90025 | |

| | | | |
|----------|--------------------|------------------|-----|
| P.O. NO. | TERMS | DUE DATE | FOB |
| | Credit Card | 4/17/2018 | |

| DESCRIPTION | QTY | COST | TOTAL |
|--|------------|--------------|----------------|
| 13 W x 10 x 15H Heavy duty grocery bag, Light Blue with two color imprint setup | 250 | 2.45 | 612.50T |
| Freight/shipping/delivery | 2 | 45.00 | 90.00T |
| | 1 | 95.00 | 95.00 |

Sales Tax (9.25%) \$64.98

TOTAL **\$862.48**

Please Fax back Approval Signature & date _____

| | | | |
|---------------------|---------------------|----------------------------|-----------------------------------|
| Phone # | Fax # | E-mail | Web Site |
| 310.795.0887 | 310.398.6509 | mike.sm@verizon.net | www.promotionalideasLA.com |

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form

all in favor.



NC Name: BEL AIR-BEVERLY CREST NEIGHBORHOOD COUNCIL Meeting Date: 04-25-2018

Budget Fiscal Year: 2017-2018 Agenda Item No: 10.e.

Board Motion and/or Public Benefit Statement (CIP and NPG):
 (Page 1 of 2) e. Motion: Approve expenditure for 250 tote bags from Promotional Ideas in the amount of \$862.48
 13x10x15 Heavy Duty Grocery Bag with two color imprint 250 @ \$2.45 = \$612.50T
 New set up assuming either same or new usable art 2 @ \$45.00 = \$90.00T + Tax 9.25% = \$64.98 = Subtotal: \$767.48 + plus
 \$95/shipping = \$862.48 (Last order was four years ago.) (Attachment D)

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Vote Count
 Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

| Board Member First and Last Name | Board Position | Yes | No | Abstain | Absent | Ineligible | Recused |
|----------------------------------|----------------|-----|----|---------|--------|------------|---------|
| Irene Sandler | Board Member | X | | | | | |
| Maureen Levinson | Board Member | | | | X | | |
| Leslie Weisberg | Board Member | X | | | | | |
| Larry Leisten | Bylaws Chair | X | | | | | |
| Robin Greenberg | President | X | | | | | |
| Michael Kemp | Board Member | | | | X | | |
| Andre Stojka | Board Member | | | | X | | |
| Robert Schlesinger | PLUC Chair | X | | | | | |
| Don Loze | Board Member | X | | | | | |
| Nickie Miner | Vice President | X | | | | | |
| Mindy Mann | Board Member | | | | X | | |
| Sam Sanandaji | Board Member | | | | X | | |
| Jacqueline Le Kennedy | Treasurer | X | | | | | |
| Travis Longcore | Board Member | | | | X | | |
| Maureen Smith | Board Member | X | | | | | |
| John Amato | Board Member | | | | X | | |
| Jon Wimbish | Board Member | X | | | | | |
| Kathy Copcutt | Board Member | X | | | | | |
| Jason Spradlin | Board Member | X | | | | | |
| Jamie Hall | Board Member | | | | X | | |
| Stephanie Savage | Board Member | X | | | | | |
| Cathy Wayne | Board Member | X | | | | | |
| Tony Tucci | Board Member | | | | X | | |
| Dan Love | Board Member | X | | | | | |
| Chuck Maginnis | Board Member | X | | | | | |
| Pamela Pierson, M.D. | Board Member | X | | | | | |
| Robinson (Rob) Farber | Board Member | X | | | | | |
| Luis Pardo | Board Member | X | | | | | |

Quorum: 15 Total: 23 89

We, the Treasurer and the Second Signer 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.

| | |
|---|---|
| Treasurer's Signature: <i>Jacqueline Le Kennedy</i> | Second Signer's Signature: <i>Robert A. Ringler</i> |
| Print/Type Name: Jacqueline Le Kennedy | Print/Type Name: Robert A. Ringler |
| Date: April 25, 2018 | Date: April 25, 2018 |

The Web Corner, Inc.

19509 Ventura Blvd
Tarzana, CA 91356

Invoice

| | | |
|----------|-----------|-------|
| Date | Invoice # | Terms |
| 5/4/2018 | 16652 | |
| Ship To | | |
| | | |

| |
|--------------------------|
| Bill To |
| Bel Air-Beverly Crest NC |

| QTY | Item Code | Description | Price Each | Amount |
|-----|--------------------|----------------------------------|------------|--------|
| 1 | E-mail Advertising | Apr 2018 Mailchimp Email Service | 25.00 | 25.00 |

| | | |
|--|-------------------------|----------------|
| Please remit payment at your earliest convenience. Thank you for your business! | Total | \$25.00 |
| | Payments/Credits | \$0.00 |
| | Balance Due | \$25.00 |

Bel Air-Beverly Crest Neighborhood Council
Revised Budget for Fiscal Year 2017-2018
APPROVED on February 28, 2018

Funds

Total Annual Allocation

\$42,000.00

(This does not include the \$750 Clean Streets Challenge Award Yet)

Budget

| Category | | | % | | Total |
|--|---|----|--------|----|---------------|
| 100 Operations | | | | | |
| TAC | Temporary Staff | \$ | | | 11,544 |
| OFF | Office Equipment, Software, and Supplies | \$ | | | 2,000 |
| POS | Post Box Rental & Postage | \$ | | | 400 |
| FAC | Facilities Related and Space Rental | \$ | | | 1,500 |
| COM | Communications & Technology | \$ | | | 1,000 |
| EDU | Training and Board Retreat | \$ | | | 250 |
| MIS | Miscellaneous Expense | \$ | | | 5,306 |
| | SUB TOTAL: | | 52.38% | \$ | 22,000 |
| | | | | | |
| 200 Outreach | | | | | |
| TAC | Temporary Staff | \$ | | | 10,000 |
| MKT | Marketing Materials and Swag | \$ | | | 1,000 |
| EVE | Event Expense (Refreshments, etc.) | \$ | | | 1,500 |
| NEW | Newsletter Expense | \$ | | | - |
| WEB | Website Maintenance /Hosting/Enhancement/Creation | \$ | | | 2,750 |
| | SUB TOTAL: | | 36.31% | \$ | 15,250 |
| | | | | | |
| 300 Community Improvement | | | | | |
| CIP | Community Improvement Projects | \$ | | | 1,900 |
| | SUB TOTAL: | | 4.52% | \$ | 1,900 |
| | | | | | |
| 400 Neighborhood Purpose Grants | | | | | |
| GRT | Neighborhood Purpose Grant | \$ | | | 2,850 |
| | SUB TOTAL: | | 6.79% | \$ | 2,850 |
| | | | | | |
| 500 Elections | | | | | |
| ELE | Election Outreach Expense | \$ | | | - |
| | SUB TOTAL: | | | \$ | - |
| | | | | | |
| | GRAND TOTAL: | | | \$ | 42,000 |

Budget Narrative:

| Projected Recurring Monthly Operational Expenses | Monthly Amount* |
|--|--|
| Vendor - Item/Service Description | |
| 1 Lloyd Staffing-Board Administrator | \$1,808.70 |
| 2 Room Charges & Refreshments | \$440.00 Board Meetings and PLU Meetings |
| 3 Printing Costs - LA Press | \$100.00 |
| 4 Website Maintenance/Hosting | \$150.00 |
| 5 Google Apps | \$150.00 |
| 6 Jive Communications, Inc. | \$80.00 |
| Total Monthly Operational Expenses | \$2,728.70 |

* Recurring monthly operational expenses only

Revised 06/27/17

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification Form



NC Name: BEL AIR-BEVERLY CREST NEIGHBORHOOD COUNCIL

Meeting Date: 12-20-2017

Budget Fiscal Year: 2017-2018

Agenda Item No: 14.c.

Board Motion and/or Public Benefit Statement (CIP and NPG):

(Page 1 of 2) Motion: BABCNC Board to approve revised allocation of Budget, which results in \$37,250 for General and Operational Expenses, \$1,900 for Community Improvement Projects and \$2,850 for Neighborhood Purpose Grants. 21 yes; 0 no; 0 abstentions; 10 absent; 1 ineligible Mindy Mann; approved.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

| Board Member First and Last Name | Board Position | Yes | No | Abstain | Absent | Ineligible | Recused |
|----------------------------------|----------------|-----|----|---------|--------|------------|---------|
| Irene Sandler | Board Member | X | | | | | |
| Maureen Levinson | Board Member | X | | | | | |
| Leslie Weisberg | Board Member | X | | | | | |
| Larry Leisten | Bylaws Chair | X | | | | | |
| Robin Greenberg | President | X | | | | | |
| Michael Kemp | Board Member | X | | | | | |
| Andre Stojka | Board Member | X | | | | | |
| Robert Schlesinger | PLUC Chair | X | | | | | |
| Mindy Mann for Don Loze | Alternate | | | | | X | |
| Nickie Miner | Vice President | X | | | | | |
| Matthew Post | Board Member | | | | X | | |
| Gary Plotkin | Board Member | | | | X | | |
| Jacqueline Le Kennedy | Treasurer | X | | | | | |
| Travis Longcore | Board Member | X | | | | | |
| Maureen Smith | Board Member | X | | | | | |
| John Amato | Board Member | | | | X | | |
| Jim Wimbish | Board Member | | | | X | | |
| Kathy Copcutt | Board Member | | | | X | | |
| Jason Spradlin | Board Member | X | | | | | |
| Jamie Hall | Board Member | X | | | | | |
| Stephanie Savage | Board Member | X | | | | | |
| Cathy Wayne | Board Member | X | | | | | |
| Tony Tucci | Board Member | | | | X | | |
| Dan Love | Board Member | | | | X | | |
| Chuck Maginnis | Board Member | X | | | | | |
| Pamela Pierson, M.D. | Board Member | X | | | | | |
| Robinson (Rob) Farber | Board Member | X | | | | | |
| Luis Pardo | Board Member | | | | X | | |
| Quorum: 15 | Total: | 21 | | | 10 | 1 | |

We, the Treasurer and the Second Signer 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.

Treasurer's Signature

Second Signer's Signature

Print/Type Name: Jacqueline Le Kennedy

Print/Type Name: Robert A. Ringler

Date: December 20, 2017

Date: December 20, 2017

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification Form



NC Name: BEL AIR-BEVERLY CREST NEIGHBORHOOD COUNCIL

Meeting Date: 12-20-2017

Budget Fiscal Year: 2017-2018

Agenda Item No: 14.c.

Board Motion and/or Public Benefit Statement (CIP and NPG):

(Page 2 of 2): Motion: BABCNC Board to approve revised allocation of Budget, which results in \$37,250 for General and Operational Expenses, \$1,900 for Community Improvement Projects and \$2,850 for Neighborhood Purpose Grants. 21 yes; 0 no; 0 abstentions; 10 absent; 1 ineligible Mindy Mann; approved.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

| Board Member First and Last Name | Board Position | Yes | No | Abstain | Absent | Ineligible | Recused | |
|----------------------------------|----------------------------|--------|----|---------|--------|------------|---------|--|
| Ellen Evans | Board Member | | | | X | | | |
| Robert A. Ringler | Secy & 2nd Signer | X | | | | | | |
| Dan Palmer | Board Member | X | | | | | | |
| Jeremy Summers | Board Member (as of today) | | | | X | | | |
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| Quorum: 15 | | Total: | | | | | | |

We, the Treasurer and the Second Signer 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.

Treasurer's Signature *Jacqueline Le Kennedy*

Second Signer's Signature *Robert A. Ringler*

Print/Type Name: Jacqueline Le Kennedy

Print/Type Name: Robert A. Ringler

Date: December 20, 2017

Date: December 20, 2017



Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form

NC Name: BEL AIR-BEVERLY CREST NEIGHBORHOOD COUNCIL Meeting Date: 02-28-2018
 Budget Fiscal Year: 2017-2018 Agenda Item No: 10.c.

Board Motion and/or Public Benefit Statement (CIP and NPG): (Page 1 of 2) c. Motion: Approval (retroactively) of an additional 12 hours a week x 5 weeks (60 additional hours) for Staffing help, for weeks ending 01/07, 01/14, 01/21, 01/28 & 02/04/2018. (Instead of 15 hours/week, averaged 27 hours/week.) (Lloyd Staffing charges \$25.74/hour / extra 60 hours = \$1,544.40)

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

| Board Member First and Last Name | Board Position | Yes | No | Abstain | Absent | Ineligible | Recused |
|----------------------------------|----------------|-----|----|---------|--------|------------|---------|
| Irene Sandler | Board Member | X | | | | | |
| Maureen Levinson | Board Member | | | | X | | |
| Leslie Weisberg | Board Member | | | | X | | |
| Larry Leisten | Bylaws Chair | X | | | | | |
| Robin Greenberg | President | X | | | | | |
| Michael Kemp | Board Member | X | | | | | |
| Andre Stojka | Board Member | X | | | | | |
| Robert Schlesinger | PLUC Chair | X | | | | | |
| Don Loze | Board Member | X | | | | | |
| Nickie Miner | Vice President | X | | | | | |
| Matthew Post | Board Member | X | | | | | |
| Sam Sanandaji | Board Member | | | | | X | |
| Jacqueline Le Kennedy | Treasurer | | | | X | | |
| Travis Longcore | Board Member | | | | X | | |
| Maureen Smith | Board Member | X | | | | | |
| John Amato | Board Member | | | | X | | |
| John Jim Wimbish | Board Member | X | | | | | |
| 909 Kathy Copcutt | Board Member | | | | X | | |
| Jason Spradlin | Board Member | | | | X | | |
| Jamie Hall | Board Member | X | | | | | |
| Stephanie Savage | Board Member | X | | | | | |
| Cathy Wayne | Board Member | X | | | | | |
| Tony Tucci | Board Member | X | | | | | |
| Dan Love | Board Member | | | | X | | |
| Chuck Maginnis | Board Member | X | | | | | |
| Pamela Pierson, M.D. | Board Member | | | | X | | |
| Robinson (Rob) Farber | Board Member | | | | X | | |
| Luis Pardo | Board Member | X | | | | | |
| Quorum: 15 | Total: | 21 | | | 10 | 1 | |

We, the Treasurer and the Second Signer 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.

Treasurer's Signature: *Jacqueline Le Kennedy*
 Print/Type Name: Jacqueline Le Kennedy
 Date: February 28, 2018

Second Signer's Signature: *Robert A. Ringler*
 Print/Type Name: Robert A. Ringler
 Date: February 28, 2018

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form



NC Name: BEL AIR-BEVERLY CREST NEIGHBORHOOD COUNCIL Meeting Date: 02-28-2018
 Budget Fiscal Year: 2017-2018 Agenda Item No: 10.c.

Board Motion and/or Public Benefit Statement (CIP and NPG): Page 2 of 2: c. Motion: Approval (retroactively) of an additional 12 hours a week x 5 weeks (60 additional hours) for Staffing help, for weeks ending 01/07, 01/14, 01/21, 01/28 & 02/04/2018. (Instead of 15 hours/week, averaged 27 hours/week.) (Lloyd Staffing charges \$25.74/hour / extra 60 hours = \$1,544.40)

Method of Payment: (Select One) Check ~~Credit Card~~ Board Member Reimbursement

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

| Board Member First and Last Name | Board Position | Yes | No | Abstain | Absent | Ineligible | Recused | |
|----------------------------------|-------------------|--------|----|---------|--------|------------|---------|--|
| Ellen Evans | Board Member | X | | | | | | |
| Robert A. Ringler | Secy & 2nd Signer | X | | | | | | |
| Dan Palmer | Board Member | X | | | | | | |
| Jeremy Summers | Board Member | X | | | | | | |
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| Quorum: 15 | | Total: | | | | | | |

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Treasurer's Signature: Print/Type Name: Jacqueline Le Kennedy Date: February 28, 2018
 Second Signer's Signature: Print/Type Name: Robert A. Ringler Date: February 28, 2018