

Monthly Expenditure Report



Reporting Month: December 2024 Budget Fiscal Year: 2024-2025

NC Name: Porter Ranch
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$35956.79	\$1633.07	\$34323.72	\$1954.24	\$0.00	\$32369.48

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$22000.00	\$1633.07	\$15780.01	\$454.24	\$15325.77
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$5000.00	\$0.00	\$5000.00	\$0.00	\$5000.00
Neighborhood Purpose Grants	\$5000.00	\$0.00	\$5000.00	\$1500.00	\$3500.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$4586.92	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PY STORAGE ETC. CHATS	12/01/2024	Storage unit	General Operations Expenditure	Office	\$206.00
2	PARTNERS IN DIVERSITY	12/03/2024	Notetaker	General Operations Expenditure	Office	\$237.92
3	JERSEY MIKES ONLINE UC	12/03/2024	Meeting food	General Operations Expenditure	Office	\$279.95
4	AMAZON FRESH AW4ZZ63G3	12/03/2024	Water	General Operations Expenditure	Office	\$15.57
5	VREJ PASTRY	12/04/2024	Meeting snacks	General Operations Expenditure	Office	\$58.24
6	IN PEACOCK PRINT LLC	12/17/2024	Name tags 2 new members	General Operations Expenditure	Office	\$29.71
7	ALLEN SILK SCREEN PRIN	12/20/2024	Polo Shirts	General Operations Expenditure	Office	\$300.00
8	ALLEN SILK SCREEN PRIN	12/20/2024	Polo shirts credit card fee	General Operations Expenditure	Office	\$9.00

9	MICROSOFT MICROSOFT 36	12/27/2024	Microsoft Renewal	General Operations Expenditure	Office	\$99.99
10	MINUTEMAN PRESS OF NOR	12/30/2024	Name Badges	General Operations Expenditure	Office	\$102.93
11	WENDY L. MOORE / MOORE BUSINESS RESULTS	12/05/2024	Motion to approved 2024-25 administrative packet.	General Operations Expenditure	Office	\$293.76
Subtotal:						\$1633.07

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	North Valley Family YMCA	12/09/2024	Motion to approve NPG of \$1000 to North Valley Family YMCA for Thanksgiving baskets.	Neighborhood Purpose Grants		\$1000.00
2	Granada Hills Community Foundation	12/09/2024	Motion to approve NPG of \$500 to Granada Hills Community Foundation for Holiday Parade.	Neighborhood Purpose Grants		\$500.00
3	WENDY L. MOORE / MOORE BUSINESS RESULTS	02/06/2025	Motion to approve 2024-25 administrative packet.	General Operations Expenditure	Office	\$159.12
4	WENDY L. MOORE / MOORE BUSINESS RESULTS	02/12/2025	Motion to approve 2024-25 administrative packet.	General Operations Expenditure	Office	\$295.12
Subtotal: Outstanding						\$1954.24

Storage Etc. - Chatsworth
20550 Lassen Street
Chatsworth, CA 91311
818-576-8955

Payment Receipt

Porter Ranch Neighborhood Council

Date Printed December 1, 2024
Payment Date December 1, 2024 3:40 PM

P.O. Box 7337
Porter Ranch CA 91327-7337

Unit D202
Receipt Number 115027
Paid Thru December 31, 2024
By AS

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
12/01/24	D202	Rent 12/1-12/31	197.00	0.00	0.00	197.00	197.00	Master Card
12/01/24	D202	Insurance 12/1-12/31	9.00	0.00	0.00	9.00	9.00	Master Card

Taxes 0.00
Payment (less tax) 206.00
Payment Subtotal 206.00
Credits Applied 0.00
Refunds Applied 0.00
Total Applied to Account 206.00

Current Account Balance 0.00
Paid By Master Card *****8938
Paid Thru Date December 31, 2024

Transaction Type Sale

Authorization 088479
Reference p1_txn_674cf3e09ccf6e3c1baca2

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

x _____

PARTNERS IN DIVERSITY
690 E GREEN ST STE 101
PASADENA, CA 91101-2190
626-793-0020

PARTNERS IN DIVERSITY

Date: 12/03/2024 11:13:14 AM

CREDIT CARD SALE

MASTERCARD
CARD NUMBER: *****0938 K
TOTAL AMOUNT: \$237.92
APPROVAL CD: 015680
RECORD #: 000
CLERK ID: Officeassist1
CUST CODE: 2030
INVOICE #: 43582

Customer Copy



PARTNERS IN DIVERSITY, INC.
Small Business, Women Owned Enterprise

Remit to: Partners In Diversity, Inc.
Partners In Diversity, Inc.
P.O. Box 654
South Pasadena, CA 91031-0654

Neighborhood Council - Porter Ranch
19010 Castlebay Lane
Porter Ranch, CA 91326

INVOICE

Invoice Amount
\$237.92

Payment Terms	Invoice Date
Due On Receipt	11/18/2024
Invoice No.	Customer No.
43582	2030

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council - Porter Ranch	Corporate	2030	Due On Receipt

Description	Type	Units	Rate	Amount
Week ending: 06/16/2024				
Libang, Cassandra J Minute Taker	Reg	3.00	\$29.74	\$89.22
Total This Week ending:				\$89.22
Week ending: 10/13/2024				
Libang, Cassandra J Minute Taker	Reg	2.00	\$29.74	\$59.48
Total This Week ending:				\$59.48
Week ending: 11/17/2024				
Libang, Cassandra J Minute Taker	Reg	3.00	\$29.74	\$89.22
Total This Week ending:				\$89.22

Reg: 8 OT: 0 DT: 0	Total - This Invoice:	\$237.92
---------------------------	------------------------------	-----------------

Partners In Diversity, Inc. recruits and hires qualified candidates without regard to race, religion, color, sex, sexual orientation, age, national origin, ancestry, citizenship, veteran, or disability status, or any factor prohibited by law, and as such affirms in policy and practice to support and promote the concept of equal employment opportunity and affirmative action, in accordance with all applicable federal, state and municipal laws.

Week Ending Date	Talent	Company	Company Office	Approved By	Reg	OT	DT	Total Units	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Jun 16 2024	Cassandra Libang	Neighborhood Council - Porter Ranch	Main	Jason Hector	3	0	0	3	0	0	0	3	0	0	0
Oct 13 2024	Cassandra Libang	Neighborhood Council - Porter Ranch	Main	Jason Hector	2.02	0	0	2.02	0	0	0	2.0167	0	0	0
Nov 17 2024	Cassandra Libang	Neighborhood Council - Porter Ranch	Main	Jason Hector	3	0	0	3	0	0	0	3	0	0	0



01-001927-99-098535

Summary

ORDER TYPE

In-store Pickup

ORDER FOR

Jason Hector
(818) 357-9658

ORDER DATE

12/3/24
10:16 AM

PICKUP LOCATION

Jersey Mike's Subs 20311
20101 West Rinaldi Street
Suite 110
Porter ranch, CA 91326-4920
(818) 488-7588

[CALL STORE](#)

[VIEW IN MAP](#)

Item Details

4 items

Subs by the Box

\$89.95

#3 Ham and Provolone Giant

Boiled Ham, Provolone, Olive Oil Blend,
Red Wine Vinegar, Oregano, Salt, White
Bread, Lettuce, Tomatoes, Onions

#5 The Super Sub Giant

Boiled Ham, Cappacuolo, Prosciuttini,
Provolone, Olive Oil Blend, Red Wine
Vinegar, Oregano, Salt, White Bread,
Lettuce, Tomatoes, Onions

#7 Turkey and Provolone Giant

Turkey, Provolone, ~~Olive Oil~~ Blend, Red



01-001927-99-098535

#7 Turkey and Provolone Giant
Turkey, Provolone, Olive Oil Blend, Red
Wine Vinegar, Oregano, Salt, White
Bread, Lettuce, Tomatoes, Onions

#8 Club Sub Giant
Bacon, Boiled Ham, Turkey, Provolone,
Olive Oil Blend, Red Wine Vinegar, Mayo,
Oregano, Salt, White Bread, Lettuce,
Tomatoes, Onions

Paper Bag Each **\$0.10**

2x Subs by the Box **\$179.90**

#6 Roast Beef and Provolone Giant
Roast Beef, Provolone, Dill Pickles,
Mayo, Oregano, White Bread, Lettuce,
Tomatoes, Onions

#10 Tuna Fish Giant
Made Tuna Salad, Banana Peppers, Dill
Pickles, Oregano, White Bread, Lettuce,
Tomatoes, Onions

#13 The Original Italian Giant
Boiled Ham, Cappacuolo, Pepperoni,
Prosciuttini, Hard Salami, Provolone, Dill
Pickles, Mayo, Oregano, White Bread,
Lettuce, Tomatoes, Onions



01-001927-99-098535

#10 Tuna Fish Giant

Made Tuna Salad, Banana Peppers, Dill Pickles, Oregano, White Bread, Lettuce, Tomatoes, Onions

#13 The Original Italian Giant

Boiled Ham, Cappacuolo, Pepperoni, Prosciuttini, Hard Salami, Provolone, Dill Pickles, Mayo, Oregano, White Bread, Lettuce, Tomatoes, Onions

#9 Club Supreme Giant

Bacon, Turkey, Roast Beef, Swiss, Mayo, Oregano, White Bread, Lettuce, Tomatoes, Onions

Subtotal	\$269.95
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Taxes	\$0.00
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Tip	\$10.00
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<i>Total</i>	\$279.95
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Payment Method



Mastercard

..... 8938

\$279.95

amazon fresh

Northridge Store
19340 RINALDI ST
NORTHridge, CA 91326-1607
<https://www.amazon.com>

12/3/2024, 12:08 PM
Order # 113-0203173-4198636

Arrowhead Brand Mountain Spr... \$13.77 F
3@ \$4.59 each

.....
Subtotal:: \$13.77
Sales tax:: \$0.00
Bottle Deposit Fee: \$1.80
Purchase total:: \$15.57
Total number of items: 3
.....

PURCHASE

MasterCard \$15.57
Card ending in 4937
AID: A0000000041010
Terminal Number: 019
Merchant Number: 401627
Entry Method: Contactless
Transaction Response: 058080
PAN sequence #: 1
Transaction Type: 0

.....
Earn 5% back at Amazon Fresh and Amazon.com with the Prime Visa
and an eligible Prime membership.



To learn more and apply, scan the QR code.

Restrictions and limitations apply. Cards issued by JPMorgan
Chase Bank, N.A. Member FDIC. Data rates may apply.

Vrej Pastry

11148 BALBOA BLVD.
GRANADA HILLS, CA 913444203
8183662526
HTTP://VREJPASTRYCA.COM/

Cashier: Sarln
04-Dec-2024 2:45:59P

Transaction **006245**

1 Baklava	\$0.00
Medium	\$29.12
Medium	\$29.12

Total	\$58.24
CREDIT CARD SALE	\$58.24
MASTERCARD 4937	

Retain this copy for statement validation

04-Dec-2024 2:46:26P
\$58.24 | Method: CONTACTLESS
MASTERCARD XXXXXXXXXXXX4937
Reference ID: 433900606105
Auth ID: 058936
MID: *****7532
AID: A0000000041010

Online: <https://clover.com/p/7X4RFA1GM57WE>

Clover ID: H740A0WR7KQYY
Payment 7X4RFA1GM57WE

Clover Privacy Policy
<https://clover.com/privacy>

INVOICE

Peacock Print LLC
19360 Rinaldi St, Unit 392
Porter Ranch, CA 91326

mary@peacockprintco.com
+1 (562) 732-2625
www.marythepainter.com



Bill to
Hilda Sarkisyan
Porter Ranch Neighborhood Council

Ship to
Hilda Sarkisyan
Porter Ranch Neighborhood Council

Shipping info

Ship date: 12/16/2024

Invoice details

Invoice no.: 2692
Terms: Due on receipt
Invoice date: 12/13/2024
Due date: 12/13/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.	12/10/2024	Name Plates	2" x 8" White Plastic Tent Full Color Digital Printed	2	\$9.00	\$18.00

Subtotal	\$18.00
Sales tax	\$1.71
Shipping	\$10.00

Ways to pay



Thank you.
Zelle transfers can be sent to 562-732-2625
I also take credit card payments, ACH payments

Note to customer

Patrick Gipson
Deborah Violante

Total	\$29.71
Payment	-\$29.71
Balance due	\$0.00

Paid in Full



NC Name: Porter Ranch

Meeting Date: July 10, 2024

Budget Fiscal Year: 2024 - 2025

Agenda Item No: 10

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

Motion to approve 2024-25 administrative packet.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

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

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Asaad Alnajjar					✓		
Bright Aregs					✓		
David Balen		✓					
Christine Demirtshian	Secretary				✓		
Nune Gipson		✓					
① Jason Hector	Treasurer	✓					
Jennifer Ibrahim	Second Signer				✓		
Lowell Dean Kirk		✓					
Becky Leveque	President	✓					
Ibrahim Najamuddin					✓		
② Hilda Sarkisyan	Vice President	✓					
Board Quorum: 6		Total:	6		5		

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: J.H.
Print/Type Name: Jason Hector, Treasurer

Authorized Signature: [Signature]
Print/Type Name: Jennifer Ibrahim, 2nd Signer

Date: 7/11/24

Date: 7/12/2024

**ALLEN SILK SCREEN
PRINTING & SIGN CO.**

Custom T-shirt, Banner & Promotional Items
"FOR ALL YOUR PRINTING NEEDS"

22153 Sherman Way, Canoga Park, CA 91303
Phone: (818) 883-1798
E-mail: allensprinting@gmail.com

INVOICE

DATE: DECEMBER 10, 2024

SOLD PRNC
TO

Attn: Jason Hector

jason15838@gmail.com

PAYMENT METHOD	CHECK NO.	JOB
CHECK		Polo shirt

QTY	ITEM #	DESCRIPTION	UNIT PRICE	LINE TOTAL
3	4800	S -Navy Dri fit polo shirt with embroidery PRNC logo left chest		\$ 300.00
3	4800	M- Navy Dri fit polo shirt with embroidery PRNC logo left chest		
1		Set-up reorder for polo shirt PRNC logo		

Subtotal \$ 300.00

SALES TAX \$ Included

DEPOSIT \$ 0.00

ADDCARD FEE 3%
TOTAL \$ 300.00

ALLEN SILK SCREEN PRINTING
22153 SHERMAN WAY
CANOGA PARK, CA 91303
818-883-1798

ALLEN SILK SCREEN PRINTING
22153 SHERMAN WAY
CANOGA PARK, CA 91303
818-883-1798

12/20/2024 12:46:05
Terminal SN: 0822482718

12/20/2024 12:46:48
Terminal SN: 0822482718

Credit Sale
Transaction #: 1
Card Type: MasterCard
Entry: Chip
Account: 4937
Amount: USD\$300.00
Ref. #: 435520336826
Auth. Code: 043477
Batch #: 15

Credit Sale
Transaction #: 2
Card Type: MasterCard
Entry: Chip
Account: 4937
Amount: USD\$9.00
Ref. #: 435520336826
Auth. Code: 000969
Batch #: 15

Response:
APPROVAL 043477
Mode: Issuer
ATD: A000000041010
APPLAB: MASTERCARD

Response:
APPROVAL 000969
Mode: Issuer
ATD: A000000041010
APPLAB: MASTERCARD

**ALLEN SILK SCREEN
PRINTING & SIGN CO.**

Custom T-shirt, Banner & Promotional Items
"FOR ALL YOUR PRINTING NEEDS"

22153 Sherman Way, Canoga Park, CA 91303
Phone: (818) 883-1798
E-mail: allensprinting@gmail.com

INVOICE

DATE: DECEMBER 10, 2024

SOLD PRNC
TO

Attn: Jason Hector

jason15838@gmail.com

PAYMENT METHOD	CHECK NO.	JOB
CHECK		Polo shirt

QTY	ITEM #	DESCRIPTION	UNIT PRICE	LINE TOTAL
3	4800	S -Navy Dri fit polo shirt with embroidery PRNC logo left chest		\$ 300.00
3	4800	M- Navy Dri fit polo shirt with embroidery PRNC logo left chest		
1		Set-up reorder for polo shirt PRNC logo		

Subtotal \$ 300.00

SALES TAX \$ Included

DEPOSIT \$ 0.00

ADDCARD FEE 3%
TOTAL \$ 300.00

ALLEN SILK SCREEN PRINTING
22153 SHERMAN WAY
CANOGA PARK, CA 91303
818-883-1798

ALLEN SILK SCREEN PRINTING
22153 SHERMAN WAY
CANOGA PARK, CA 91303
818-883-1798

12/20/2024 12:46:05
Terminal SN: 0822482718

12/20/2024 12:46:48
Terminal SN: 0822482718

Credit Sale
Transaction #: 1
Card Type: MasterCard
Entry: Chip
Account: 4937
Amount: USD\$300.00
Ref. #: 435520336826
Auth. Code: 043477
Batch #: 15

Credit Sale
Transaction #: 2
Card Type: MasterCard
Entry: Chip
Account: 4937
Amount: USD\$9.00
Ref. #: 435520336826
Auth. Code: 000969
Batch #: 15

Response:
APPROVAL 043477
Mode: Issuer
ATD: A000000041010
APPLAB: MASTERCARD

Response:
APPROVAL 000969
Mode: Issuer
ATD: A000000041010
APPLAB: MASTERCARD

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



NC Name: Porfir Ranch Meeting Date: February 12, 2025
 Budget Fiscal Year: 2024-25 Agenda Item No: 11

Board Motion and/or Public Benefit Statement (CIP and NPG):
Motion to approve \$9 to Allen Screen Print for board polo shirts credit card transaction fee.

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

Vote Count

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

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Asaad Alnajjar		✓					
Bright Aregs		✓					
David Balen					✓		
Christine Demirtshian	Secretary				✓		
Nune Gipson		✓					
Patrick Gipson		✓					
Jason Hector	Treasurer	✓					
Jennifer Ibrahim	Second Signer				✓		
Becky Leveque	President	✓					
Hilda Sarkisyan	Vice President	✓					
Deborah Violante		✓					
Board Quorum: 8	Total:	8			3		

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: J.H.	Authorized Signature: Jennifer Ibrahim, Second signer
Print/Type Name: Jason Hector, Treasurer	Print/Type Name: Jennifer Ibrahim, Second signer
Date: 2-13-25	Date: 2/13/2025


Jason Hector Porter Ranc...
jasonhector@pmc.org

- Account
- Your info
- Subscriptions
- Devices
- Security
- Privacy
- Order history**
- Payment options
- Address book

Order history

View All categories Ordered within Past 3 months

December 26, 2024 | Order number 5de3edab-ad3e-47bf-9159-561b3e6fa788 Completed [Manage subscription](#)



Total \$99.99
Paid with MasterCard **8938

Shipping details
200 N. Spring St. #224
Los Angeles, ca, 90012-3238
US

Billing details
Subtotal \$99.99
Tax \$0.00

Total Paid with
MasterCard **8938

Related links: [Print order](#) [Order help](#)

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Porter Ranch

Meeting Date: July 10, 2024

Budget Fiscal Year: 2024 - 2025

Agenda Item No: 10

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

Motion to approve 2024-25 administrative packet.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

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Bright Aregs					✓		
David Balen		✓					
Christine Demirtshian	Secretary				✓		
Nune Gipson		✓					
① Jason Hector	Treasurer	✓					
Jennifer Ibrahim	Second Signer				✓		
Lowell Dean Kirk		✓					
Becky Leveque	President	✓					
Ibrahim Najamuddin					✓		
② Hilda Sarkisyan	Vice President	✓					
Board Quorum: 6		Total: 6			5		

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Authorized Signature: J.H.

Authorized Signature: *J. Ibrahim*

Print/Type Name: Jason Hector, Treasurer

Print/Type Name: Jennifer Ibrahim, 2nd Signer

Date: 7/11/24

Date: 7/12/2024



Minuteman Press of Northridge
19705 Nordhoff St.
Northridge, CA 91324
Phone: 818-341-1003 / Fax: 818-341-7330
Web: www.GotMMP.com
E-mail: info@gotmmp.com

Invoice

Invoice Number 15630
Invoice Date 12/12/2024

Bill to: Porter Ranch Neighborhood Council
PO Box 7337
Porter Ranch, CA 91327

Ship to: Porter Ranch Neighborhood Council
PO Box 7337
Porter Ranch, CA 91327

Phone: 818-368-2398
Email: christinedemirtshian@prnc.org

Phone: 818-368-2398
Email: christinedemirtshian@prnc.org



**MAKE A LASTING IMPRESSION
WITH PROMOTIONAL PRODUCTS**

4 Name Badge w Magnetic Back (Job 31404)	\$94.00
<hr/>	
Invoice Subtotal:	\$94.00
L.A. Tax 9.5%:	\$8.93
Invoice Total:	\$102.93
Balance Due:	\$102.93

**Click or Scan the QR Code
to Pay Online**



Terms: COD
Please pay from this invoice. No statements will be sent.
Thank you,
We Print Checks!

2.0000% interest per month on past-due invoices.



Invoice #15630

Balance Due: \$102.93

Invoice Date: 2024-12-12

Thank You for Your Payment

We've received your payment details and are processing your payment now.
It may take a few minutes while we update our records.

Payment Summary:

Invoice Number:

15630

Payment Amount:

\$102.93

Card Type:

MASTERCARD

Card Number:

x4937

Payment ID:

9f3cbad0509

Print This Page

495705 Northhoff BL, Northridge, CA, 91324
> http://www.GotMMP.com [1]

End of Season Deals f... 4:26 AM



MacBook Pro

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Porter Ranch

Meeting Date: July 10, 2024

Budget Fiscal Year: 2024 - 2025

Agenda Item No: 10

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

Motion to approve 2024-25 administrative packet.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

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Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
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David Balen		✓					
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Nune Gipson		✓					
① Jason Hector	Treasurer	✓					
Jennifer Ibrahim	Second Signer				✓		
Lowell Dean Kirk		✓					
Becky Leveque	President	✓					
Ibrahim Najamuddin					✓		
② Hilda Sarkisyan	Vice President	✓					
Board Quorum: 6		Total: 6			5		

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Authorized Signature: J.H.
Print/Type Name: Jason Hector, Treasurer
Date: 7/11/24

Authorized Signature: J.I.
Print/Type Name: Jennifer Ibrahim, 2nd Signer
Date: 7/12/2024



Invoice #PRNC 2024 1201
Number

Date December 2, 2024

Porter Ranch Neighborhood Council
P.O. Box 7337
Porter Ranch, CA 91327-7337

Please remit to:

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

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

Communications Services	293.76
Total Amount Due:	293.76

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 due date. If the invoice is not paid within 90 days, additional collections fees may apply. Returned checks are \$25.

Date	Details	Hours	Fees
11/13/2024	Calendar: Aliso study, Park opening. Deadline to apply to join. Change Dec Meeting Date. Eblast. Fb/IG	0.83	112.88
11/21/2024	Update board page, email. New Board member on Fb/Ig.	0.50	68.00
12/2/2024	Agenda, Eblast draft. 2025 Meetings on calendar	0.83	112.88
	Total	2.16	293.76

