



## Forest @ Columbia Technology Center

### 2011 Accounting Report

Program Directors: Roosevelt and Revenda Bannerman (*since 2007*)

#### Tab Descriptions

**Report** - title page of the Accounting Report Spreadsheet

**EOY** - End of Year Accounting Report At A Glance (Summary)

**Donations** - account records for all donations received - both tangible and non-tangible

**Expenses** - detail records of expense receipts

**Inventory** - Inventory List of Equipment and Supplies

**Sold Equipment** - record of any inventory equipment sold to the public

**Giveaways** - record of any inventory equipment given away to the public/residents

**2009 Budget** - church line item for \$3K, this tab details how we planned to spend the money

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Special Note: Please contact Revenda Bannerman for copies of all expense receipts (email: [learn@msrevenda.com](mailto:learn@msrevenda.com))



## 2011 End of Year Report

End of Year At-A-Glance Summary Report

DECEMBER 2010 Bank Balance	<b>\$2.36</b>
<b>MONTARY DONATIONS</b>	
Greenforest CDC <i>(Ministry Support)</i>	\$0.00
Sponsor: Al Coston/Cosanco Enterprises	\$100.00
Click This... <i>(Materials Sold)</i>	\$3.00
Church Members	\$0.00
Petty-Cash <i>(held over from 2010)</i>	\$2.36
<b>Total Montary Donations</b>	<b>\$105.36</b>
<b>NON-CASH DONATIONS</b> <i>(Donated Items &amp; Services: estimated value)</i>	
Sponsor: Masonic Lodge	\$40.00
Member: Deacon Boon	\$100.00
Deacon Walter Johnson Memorial Doll Toy Ministry	\$500.00
Sponsor: <i>Monica A. Teasley of The Teasley Law Group, LLC</i>	\$600.00
<b>Total Non-Cash Donations</b>	<b>\$1,240.00</b>
<b>LIABILITIES / EXPENSES:</b>	
Resume Writing Assistance	\$16.57
Homework Helper	\$20.00
Marketing/Advertising	\$0.00
TBD	\$0.00
TBD	\$0.00
<b>Total Expenses</b>	<b>\$36.57</b>
<b>2011 Petty-Cash</b>	<b>\$68.79</b>

### Tech Center Accomplishments

Christmas Party  
Secret Santa Gifts

Free School Supplies Party

#### Partnerships:

-Walter Johnson Toy Ministry  
-Al Coston of Cosanco Enterprises  
-Monica A. Teasley of The Teasley Law Group, LLC  
-MsRevenda.com

#### Bertha Hammett / Butler

Every Tuesday Neighborhood Watch Group

Every Tuesday Substance Addiction Mtgs

Sisters Inspiring Sisters

Forest @ Columbia Track Team

#### Center Usage Report

Adults: 5

Seniors: 2

Teens: 22

Children: 23

**Total: 35 Average Visitors**



## Donations Received

DID #	Date	Cash Received	Donation Value	Donation Category	Donor Name	Donation was used for ...	Special Tracking #s	Budget Year
1	06/21/07	\$400.00	\$400.00	Cash/Check	Greenforest CDC	Start-Up Costs (see receipts for 062307 purchases)	Check # 5005 EID # 1 - 7	2007
2	06/21/07	\$0.00	\$625.00	Business Services	MsRevenda.com	Website Creation and hosting space		2007
3	06/21/07	\$4.77	\$0.00	Cash/Check	MsRevenda.com	Paid the overage of the bills for supplies for the opening day.	EID # 1 - 7	2007
4	06/23/07	\$0.00	\$35.00	Furniture	Gloria Solomon	Qty. 3 Bean Bags for Reading Room		2007
5	06/23/07	\$0.00	\$30.00	Art/Office Supplies	Gloria Solomon	Art, Gifts, and Office Supplies		2007
6	06/30/07	\$0.00	\$100.00	Rewards/Recognitions	MsRevenda.com	Papa Johns Pizza Party after the clean-up of the center for the volunteers		2007
7	06/30/07	\$0.00	\$18.00	Furniture	MsRevenda.com	Wall Clock and Bean Bag		2007
8	06/30/07	\$0.00	\$1,000.00	Business Services	Greenforest CDC	Painting, Handyman, and Floor Buffing Services		2007
9	06/30/07	\$0.00	\$1,500.00	Art/Office Supplies	MsRevenda.com	Books, Bookshelf, Paint Supplies, CD-ROMs, Office Supplies		2007
10	07/01/07	\$0.00	\$300.00	Books/CD-ROMs	MsRevenda.com	More Books, Office Supplies, and rolling cart for the books		2007
11	07/07/07	\$20.00	\$0.00	Cash/Check	Virginia Edwards	Calling Post & Petty Cash Box	EID # 8	2007
12	07/09/07	\$0.00	\$5.50	Cash/Check	MsRevenda.com	Develop photos from Summer Fest to place on the website		2007
13	07/13/07	\$0.00	\$100.00	Furniture	Virginia Edwards	Corner Computer Desk		2007
14	07/14/07	\$0.00	\$12.71	Art/Office Supplies	MsRevenda.com	Open/Close & Employees Only sign for doors	EID #9	2007



## Donations Received

DID #	Date	Cash Received	Donation Value	Donation Category	Donor Name	Donation was used for ...	Special Tracking #s	Budget Year
15	07/25/07	\$0.00	\$14.10	School Supplies	Gloria Solomon	School Supplies at the center for the Homework Helper program		2007
16	07/30/07	\$6.50	\$0.00	Art/Office Supplies	MsRevenda.com	Mini Drawers for Office and some Post-It notes	EID #10	2007
17	07/30/07	\$37.53	\$0.00	Art/Office Supplies	MsRevenda.com	Office Supplies and Keys for the center	EID # 11 - 14	2007
18	08/01/07	\$0.00	\$100.00	Art/Office Supplies	Judge Barbara Mobley	Used and New Floppies for teaching computer classes, students can have a floppy for free to save their work from the computer.		2007
19	08/05/07	\$0.00	\$10.18	Art/Office Supplies	Gloria Solomon	Dollar Tree - Art & School Supplies for the center		2007
20	08/05/07	\$0.00	\$51.93	Art/Office Supplies	Gloria Solomon	Target - Art & School Supplies for the center		2007
21	08/05/07	\$0.00	\$48.07	Art/Office Supplies	Gloria Solomon	Walmart - Art & School Supplies for the center		2007
22	08/04/07	\$50.00	\$0.00	Cash/Check	Maxwell Realty, LLC	Checks were made out to Greenforest, one for Early Learning Center and one for the Tech Center - have not received the cash yet, only turned over the checks to the CDC. (Total \$100)		2007



## Donations Received

DID #	Date	Cash Received	Donation Value	Donation Category	Donor Name	Donation was used for ...	Special Tracking #s	Budget Year
23	08/25/07	\$70.95	\$0.00	Books/CD-ROMs	MsRevenda.com	Purchased several CD-ROMs - Educator's Choice Excelerator CDs for the new Reading Programs, that will be taught by Jackie on the 4th and 5th Saturdays of each month	EID # 15	2007
24	09/08/07	\$22.35	\$0.00	Cleaning/Paint Supplies	MsRevenda.com	Cleaning Supplies for the center	EID # 16	2007
25	09/09/07	\$23.19	\$0.00	Cleaning/Paint Supplies	Gloria Solomon	Games and Cleaning Supplies for center	EID # 17	2007
26	09/19/07	\$39.59	\$0.00	Conduct Award Gifts	MsRevenda.com	Toys to giveaway for end of the month gifts	EID # 18	2007
27	10/01/07	\$100.00	\$0.00	Furniture	Pearlie E. Riley	Donation is for computer chairs in the center / some of the money was used on office supply refill items and Holiday items Christmas	EID # 24, 25, 26, 27, 28, 29	2007
28	10/06/07	\$50.00	\$0.00	Cash/Check	Brian & Joslyn Russell	Advertising printing and signs	EID # 20, 21, 23	2007
29	10/13/07	\$0.00	\$500.00	Video Program Supplies	STAR Leadership	Donation of equipment and software for the "Click This" video production program at the center.	EID # 19	2007
30	10/30/07	\$0.00	\$300.00	Art/Office Supplies	Pearlie E. Riley	Used Personal Computer		2007
31	10/30/07	\$0.00	\$80.00	Art/Office Supplies	Charles & Sandra McNair	Used Microwave		2007
32	10/30/07	\$0.00	\$35.00	Art/Office Supplies	Greenforest Church	Qty. 7 Keyboards		2007
33	10/30/07	\$0.00	\$45.00	Art/Office Supplies	Ruthie Williams	Qty. 9 Keyboards		2007



## Donations Received

DID #	Date	Cash Received	Donation Value	Donation Category	Donor Name	Donation was used for ...	Special Tracking #s	Budget Year
34	10/31/07	\$0.00	\$16.00	Conduct Award Gifts	Cathy Gordon and MsRevenda.com	Giveaway Candy for the kids, on Fall Festival Oct. 31night		2007
35	01/31/08	\$12.92	\$0.00	Art/Office Supplies	MsRevenda.com	Games for the Center	EID # 28 and 29	2008
36	01/31/08	\$0.00	\$100.00	Equipment	Greenforest Church	Qty. 3 Full PCs		2008
37	01/31/08	\$0.00	\$50.00	Equipment	Virginia Edwards	Qty. 1 PC monitor, keyboard, and mouse		2008
38	02/07/08	\$19.40	\$0.00	Furniture	MsRevenda.com	Qty. 18 new chairs for the center	EID # 30	2008
39	02/07/08	\$48.16	\$0.00	Furniture	MsRevenda.com	I paid a truck company to move the chairs from the warehouse to the tech center	EID # 31	2008
40	02/08/08	\$6.96	\$0.00	Books/CD-ROMs	MsRevenda.com	I brought a diary for one of the boys at the center - to write down his thoughts.	EID # 32	2008
41	02/09/08	\$100.58	\$0.00	Rewards/Recognitions	Jacqueline Butler	Money was used to buy Reward/Recognition gifts and for cleaning supplies	EID # 33	2008
42	02/19/08	\$30.00	\$0.00	Watch Team	Treva Jones	Refreshments for the 1st Watch Team Meeting for 2008 - recognitions given to officers for 2007	EID # 34	2008
43	02/19/08	\$15.04	\$0.00	Watch Team	MsRevenda.com	Refreshments for the 1st Watch Team Meeting for 2008 - recognitions given to officers for 2007	EID # 34	2008



## Donations Received

DID #	Date	Cash Received	Donation Value	Donation Category	Donor Name	Donation was used for ...	Special Tracking #s	Budget Year
44	02/23/08	\$25.00	\$0.00	Rewards/Recognitions	Gwendolyn C. Domingue	Wed 2/27/08 - is progress report day - we used the money for a Progress Report Card Party	EID # 35	2008
45	02/23/08	\$0.00	\$0.41	Art/Office Supplies	MsRevenda.com	Stamp - to mail the 2008 donation receipt to Gwendolyn C. Dominique	--	2008
46	03/29/08	\$10.76	\$0.00	Art/Office Supplies	MsRevenda.com	Snacks for the kids and Office Supply tape for signs	EID # 36 and 37	2008
47	04/19/08	\$7.00	\$0.00	Equipment	MsRevenda.com	Mini Earphones, trash bags, and bandages	EID # 38	2008
48	05/14/08	\$97.97	\$0.00	Art/Office Supplies	MsRevenda.com	Games for the Center	EID # 39	2008
49	05/24/08	\$81.86	\$0.00	Conduct Award Gifts	MsRevenda.com	Astro Jump for Summer Fest	EID #40	2008
50	05/28/08	\$19.95	\$0.00	Business Services	MsRevenda.com	Calling Post	EID #41	2008
51	05/31/08	\$49.75	\$0.00	Rewards/Recognitions	MsRevenda.com	Volunteer Appreciation and Adm Meeting on June 14th - 60 people	EID #42	2008
52	05/31/08	\$5.84	\$0.00	Rewards/Recognitions	MsRevenda.com	Animals Crackers Snacks	EID #43	2008
53	05/31/08	\$10.06	\$0.00	Rewards/Recognitions	MsRevenda.com	Volunteer Appreciation and Adm Meeting on June 14th - 60 people - oversized post cards	EID #44	2008
54	06/14/08	\$21.10	\$0.00	Rewards/Recognitions	MsRevenda.com	Volunteer Appreciation Party - food an picture frame gifts	EID # 45	2008
55	06/14/08	\$21.62	\$0.00	Rewards/Recognitions	MsRevenda.com	Volunteer Appreciation Party - Food	EID # 46	2008



## Donations Received

DID #	Date	Cash Received	Donation Value	Donation Category	Donor Name	Donation was used for ...	Special Tracking #s	Budget Year
56	07/12/08	\$0.00	\$940.00	Equipment	Mazoe Anderson	Qty. 20 New Hard Drives and Qty. 10 New Keyboards		2008
57	07/22/08	\$0.00	\$0.00	Rewards/Recognitions	MsRevenda.com	SummerFest Paid DJ for the Music at the event	Reimbursement from CDC	2008
58	07/28/08	\$0.00	\$300.00	School Supplies	Barbara P. George	Back to School Supplies - used material		2008
59	07/28/08	\$0.00	\$15.00	Cleaning/Paint Supplies	Lucinda Sharpe	Cleaning Supplies for the center		2008
60	08/03/08	\$17.00	\$0.00	Cash/Check	Sam McNair and Deacon Walker	Computer Lab Clean Day	EID # 47	2008
61	08/07/08	\$0.00	\$10.00	Cleaning/Paint Supplies	Min. Annie Beasley	Bathroom Supplies		2008
62	08/08/07	\$0.00	\$100.00	Equipment	Sherry B. Snipes	Computer Lab Clean Day		2008
63	08/08/07	\$0.00	\$150.00	Equipment	Therone & Anita Pratter	Computer Lab Clean Day		2008
64	08/30/08	\$304.39	\$500.00	Equipment	Greenforest Brotherhood Choir	The Brotherhood Choir donated \$304.39 CASH to the tech center. They gave supplies greatly needed, such as trash cans, a new refrigerator, bricks and concrete (needed to repair the back wall of the center), and paid for the food at the Back to School Party.	EID # 48 EID # 49 EID # 50 EID # 51 EID # 53 - 57	2008
65	08/08/08	\$0.00	\$37.90	Art/Office Supplies	Greenforest Church	Back to School Supplies - new items		2008
66	08/31/08	\$0.66	\$0.00	Equipment	MsRevenda.com	Donated to make a even \$235 to open bank account for Tech Center and GCBC		2008



## Donations Received

DID #	Date	Cash Received	Donation Value	Donation Category	Donor Name	Donation was used for ...	Special Tracking #s	Budget Year
67	09/08/08	\$0.00	\$40.00	Equipment	Deacon Boon	Donated qty. 4 new door locks to upgrade the security at the center		2008
68	12/18/08	\$55.00	\$0.00	Rewards/Recognitions	Min. Washington's Sunday School Class	2008 Christmas Party	EID # 53 EID # 54 EID # 55 EID # 56 EID # 57	2008
69	12/20/08	\$0.00	\$75.00	Rewards/Recognitions	Mrs. Sherman	Christmas Tree		2008
70	12/23/08	\$5.00	\$0.00	Cleaning/Paint Supplies	MsRevenda.com	Cleaning Supplies for the center	EID # 58 EID # 59	2009
71	01/12/09	\$7.53	\$0.00	Business Services	MsRevenda.com	Photofinishing for Baseball Summer Photos	EID # 60	2009
72	04/13/09	\$0.00	\$44.95	Business Services	Judge Barbara Mobley	Purchased qty. 500 Calling Post Calls for the Newsletter		2009
73	04/29/09	\$200.00	\$0.00	Tech Center Budget	Greenforest CDC	SummerFest items	EID # 61 and 62	2009
74	04/29/09	\$200.00	\$0.00	Tech Center Budget	Greenforest CDC	End of Year Report Card Party and Computer Lab Clean Week supplies	EID # 62	2009
75	05/28/09	\$800.00	\$0.00	Tech Center Budget	Greenforest CDC	Click This ... program	EID # 62 - 79	2009
76	05/29/09	\$0.00	\$500.00	Books/CD-ROMs	Tina Frison	Children Books - qty. 10 boxes and educational material		2009
77	07/19/09	\$20.00	\$0.00	School Supplies	Unknown: Children's Chapel Ministry	School Supplies at the center for the Back to School Party	EID # 88	2009
78	07/17/09	\$0.00	\$500.00	Food and Bathroom Supplies for Community Family with qty. 8 people	MsRevenda.com	Family did not receive their food stamps, gift	Publix Receipt on file	2009
79	07/30/09	\$230.04	\$0.00	2009 Summer Fest	Greenforest CDC	Reimbursement for Summer Fest Food	EID # 85, 86, 87	2009
80	09/08/09	\$50.00	\$0.00	Click This ... premier	Felecia Winfield	Click This ... program	EID #99	2009



## Donations Received

DID #	Date	Cash Received	Donation Value	Donation Category	Donor Name	Donation was used for ...	Special Tracking #s	Budget Year
81	09/08/09	\$0.00	\$20.00	Click This... premier - qty. 3 cases of soda and water	Felecia Winfield	Click This ... program	EID #99	2009
82	09/09/09	\$20.00	\$0.00	Click This ... premier	Deacon Dixie	Click This ... program	EID #99	2009
83	09/04/09	\$600.00	\$0.00	Click This...	Greenforest CDC	Click This ... program	EID #67 - 105	2009
84	08/21/09	\$200.00	\$0.00	2009 Summer Fest	Greenforest CDC	SummerFest DJ and Astro Jump	EID #61 and 65	2009
85	09/10/09	\$50.00	\$0.00	Click This ... premier	Willie Collins	Click This ... program	EID #99	2009
86	09/16/09	\$25.00	\$0.00	Click This ... premier	Rozzelle Brown	Click This ... program	EID #99	2009
87	09/16/09	\$11.00	\$0.00	Click This ... premier	Martine Yancey	Click This ... program	EID #99	2009
88	09/18/09	\$25.00	\$0.00	Click This ... premier	Betty Palmer	Reimbursement Processed - check was given to Deacon R. White for deposit	EID # 117, 118, 119	2009
89	09/18/09	\$50.00	\$0.00	Click This ... premier	Audience Members	Click This ... program	EID #99	2009
90	09/24/09	\$106.00	\$0.00	Click This... materials sold	MsRevenda.com	Budget Surplus		2009
91	09/30/09	\$10.00	\$0.00	Click This... TV Show WATC	Mrs. Anna Mario Heard	Click This ... program		2009
92	10/07/09	\$600.00	\$0.00	Click This... show II	Greenforest CDC	Click This ... program	EID #61 and 110	2009
93	10/28/10	\$333.75	\$0.00	Click This... TV Show Computer	Kurt Guard	Summerfest DJ and Astro Jump	EID # 113 and #114, 117, 118, 119	2010
94	07/10/10	\$20.00	\$0.00	eMagazine Donation	Felecia Winfield		EID # 117, 118, 119	2010
95	07/17/10	\$0.00	\$110.00	Pressure Washing Center	Mr. Norella McCleap	Computer Lab Clean Day	EID # 116	2010
96	09/14/10	\$50.00	\$0.00	New Printer for Tech Center	Willie B Collins	New Printer at the Tech Center	EID # 117, 118, 119	2010
97	10/30/10	\$0.00	\$500.00	Toys, Decorations, and Food for the Christmas Party	Deacon Walter johnson Memorial Doll-Toy Ministry	2010 Christmas Party and Secret Santa Gifts held on Dec 18, 2010		2010
98	02/16/11	\$0.00	\$40.00	Coloring Books, Bags, Crayons	Masonic Lodge (Mr. Tony)	Center Supplies / Book Shelf		2011



## Donations Received

DID #	Date	Cash Received	Donation Value	Donation Category	Donor Name	Donation was used for ...	Special Tracking #s	Budget Year
99	03/05/11	\$100.00	\$0.00	Business Services	Al Coston Cosanco Enterprises	Printer Cable, Calling Post, Resume Paper	EID # 121, 122, 123	2011
100	03/06/11	\$0.00	\$600.00	Legal Services Retainer Fee for the year	Monica A. Teasley of The Teasley Law Group, LLC	Legal Advice for the year		2011
101	06/30/11	\$0.00	\$100.00	Qty. 10 - New School Book Bags for the Back to School Party	Deacon Boon	2011 Back to School Party (July 2011)		2011
102	07/11/11	\$3.00	\$0.00	Click This eMagazine subscription	Felecia Winfield			2011
103	12/10/11	\$0.00	\$500.00	Toys, Decorations, and Food for the Christmas Party	Deacon Walter Johnson Memorial Doll-Toy Ministry	2011 Christmas Party and Secret Santa Gifts held on Dec 18, 2010		2011
<b>Total</b>	<b>103</b>	<b>\$5,502.22</b>	<b>\$10,559.75</b>	<b>103</b>	<b>103</b>			<b>103</b>
	<b>Petty Cash</b>	<b>\$68.79</b>						

Thank you for your donation to the Forest@Columbia Technology Center run by the Green Forest Community Development Corporation (GFCD) a private 501 © (3) non-profit faith-based community economic development corporation, governed by a board of directors consisting of residents of the community and business and civic leaders.

Type of Donation

\*Cash (Cash Donation Received)

\*Non-Cash (Donated Non-Cash Item)

Your donation is tax-deductible to the fullest extent of the law. No goods or services were provided in exchange for this donation.

*IRS Regulations **prohibit** charitable organizations from establishing or affirming the value of contributions.*

*Report prepared by MsRevenda.com a contractor of the Green Forest Community Development Corporation (GFCD)*



## Expenses

EID #	Date	Amount	Company	Detailed Item Description	Event	Budget Year
1	06/23/07	\$134.67	Walmart	Wastebasket, Paper, Scissors, Air Freshner, Plants, Hanging Folders, Art Supplies, Computer Cleaning Supples, Camer (before and after shots) Sit Up Pillows for Reading Space	Start-Up Costs	2007
2	06/23/07	\$55.11	Walmart	Paint and Tray Liners	Start-Up Costs	2007
3	06/23/07	\$11.77	Dollar Tree	Reward Stickers and Crosses for the rooms	Start-Up Costs	2007
4	06/23/07	\$21.39	Office Depot	Floppies for Computers	Start-Up Costs	2007
5	06/23/07	\$30.08	The School Box	Computer Posters, Art Paper, and Laminating of the posters	Start-Up Costs	2007
6	06/23/07	\$97.81	Sam's Club	Jewel CD Cases and Floor Mats	Start-Up Costs	2007
7	06/23/07	\$53.94	The Home Depot	Wall Bracket Kit and Items to build shelves, paint equipment	Start-Up Costs	2007
8	07/14/07	\$19.95	Calling Post	Qty. 200 Calling Post Calls: Used to contact volunteers	Communications	2007
9	07/14/07	\$0.05	Office Depot	Open/Close & Employees Only sign for doors	Start-Up Costs	2007
10	07/30/07	\$6.50	Walmart	Mini Drawers for office storage (Pink) and some Post-It notes	Office Supplies	2007
11	07/30/07	\$26.59	Pepboys Auto	Three set of keys were made for the center: Revenda, Cathy, and Leasing Office for Saturday Volunteers (includes color code covers for the keys	Office Supplies	2007
12	07/30/07	\$6.00	Pepboys Auto	Key Set corrections, copy the wrong keys on one of the sets, need more color code covers for the keys	Office Supplies	2007
13	07/30/07	\$2.97	Walmart	Drainpro Gel -- use the unclog the men's bathroom toilet	Office Supplies	2007
14	08/01/07	\$1.97	Walmart	Wall Guard for the front door / hole in the wall where a child pushed the door open, made a small hole	Office Supplies	2007



## Expenses

EID #	Date	Amount	Company	Detailed Item Description	Event	Budget Year
15	08/25/07	\$70.95	Amazon.com	Purchased several CD-ROMs - Educator's Choice Exceleator CDs for the new Reading Programs, that will be taught by Jackie on the 4th and 5th Saturdays of each month.	Reading Program	2007
16	09/08/07	\$22.35	Dollar Tree	Cleaning Supplies for the Center (Main Rooms and Bathrooms)	Cleaning Supplies	2007
17	09/09/07	\$23.19	Target	Games and Cleaning Supplies for center	Games & Cleaning	2007
18	09/19/07	\$39.59	Dollar Tree	Toys to giveaway for end of the month gifts	Games & Toys	2007
19	10/12/07	\$0.00	Corel / Ulead	Download Insurance, GIF Animation, & Movie Maker Software for the "Click This" video production program at the center	Video Equipment & Software	2007
20	10/11/07	\$10.84	FedEx Kinko's	Printing Cost for the signs: Legal Advice, Computer Class, Watch Team	Office Supplies	2007
21	10/11/07	\$0.85	The Home Depot	Sticks for the Signs: Legal Advice, Computer Class, Watch Team	Office Supplies	2007
22	10/13/07	\$87.27	Walmart	Items for the Cleaning, STAR Leadership, Quarterly Awards for the Kids, plus fabric and other items for back drops for the Click This show	Office Supplies	2007
23	11/02/07	\$12.65	FedEx Kinko's	Video Production sign and New Laminated Rewards Chart (reusable)	Office Supplies	2007
24	12/11/07	\$1.00	Dollar Tree	Glue needed for Christmas Art Project (qty. 2 small bottles)	Art Supplies	2007
25	12/11/07	\$25.64	Sam's Club	Holiday Pencil set qty. 30 for gifts / Holiday Cookies / Construction Paper	Art Supplies and Holiday Items	2007
26	12/11/07	\$2.97	Walmart	Copy Paper for Printer	Office Supplies	2007
27	12/20/07	\$39.33	Sam's Club	Food for the Christmas Party for the kids on Friday 12/21/07: popcorn, hot dogs, buns, jammers drinks, grab bag assorted chips / Added to 2008, because end of year records are already closed for 2007 and turned into the church CDC office.	Christmas Party	2008



## Expenses

EID #	Date	Amount	Company	Detailed Item Description	Event	Budget Year
28	01/31/08	\$22.61	Walmart	\$2.00 - Ink Pens for office and students \$3.88 - Colorwood Block Game \$4.92 - UNO card game \$1.34 - Paint Brush for graffiti repair \$10.47 - Paint for graffiti repair outside	Office Supplies, Games, Graffiti Repair	2008
29	01/31/08	\$9.76	Walmart	\$9.76 - Building Block set	Games	2008
30	02/07/08	\$19.40	GA DOAS Surplus	Purchased Qty. 18 new chairs for the center	Furniture	2008
31	02/07/08	\$48.16	Truck Driver	Paid the truck drive gas money to move the chairs from the warehouse to the tech center	Furniture	2008
32	02/08/08	\$6.96	Walmart	Revenda brought a diary book for one of the boys at the center to write down his thoughts / he is dealing with some personal issues	Book	2008
33	02/09/08	\$100.58	Dollar Tree	Money was used for Reward Gift Basket and Cleaning Supplies, Some School Supplies too -- brought poster boards for projects	Re-stock	2008
34	02/19/08	\$45.04	Publix	Drinks, Napkins, roaster pan to hold ice, bag of ice, water, cups, cake, forks, paper plates, fruit tray - used for the first 2008 Watch Team Meeting and Award Party for 2007 Officers	Watch Team Mtg	2008
35	02/23/08	\$22.98	Sam's Club	Progress Report Card Party on Wed 2/27/08 - for the kids at the center: Purchased Animal Crackers for treats, Hot Dog Buns, Jammers drinks, and Hotdogs. The Animal Crackers should be enough snacks to last for a few months.	Progress Report Card Party	2008
36	03/29/08	\$11.72	Sam's Club	Snacks for kids: animal crackers and Pub snacks	Standard	2008



## Expenses

EID #	Date	Amount	Company	Detailed Item Description	Event	Budget Year
37	03/29/08	\$1.06	Walgreens	Invisable Tape for the office to hang "Center Close" signs - accident tables fell, put taped signs on non working computers and doors / needed the tape for the office supplies	Standard	2008
38	04/19/08	\$7.00	Dollar Tree	Mini Earphones, trash bags, and bandages	Equipment	2008
39	05/14/08	\$97.97	Walmart	UNO, Cards, Teen Books, Ball, Dominoes and Trays, twister, operation, glue, popcorn bowl, batteries	Games	2008
40	05/24/08	\$81.86	Flip Flop Inflatables Inc.	Astro Jump for 2008 Summer Fest	Games	2008
41	05/28/08	\$19.95	Calling Post	Calls for center volunteers and events	Announcements	2008
42	05/31/08	\$49.75	Oriental Trading Company Inc	Volunteer and Adm Appreciation Meeting on June 14th - giving cross bracelets to 60 people	Appreciation Gifts	2008
43	05/31/08	\$5.84	Sam's Club	Snacks for kids: animal crackers	Standard	2008
44	05/31/08	\$10.06	Vista Printing	Oversized Post Cards for the Volunteers and Recruitment / Cards were free only need to pay for shipping	Appreciation Gifts	2008
45	06/14/08	\$21.10	Dollar Tree	Volunteer Appreciation Party - food an picture frame gifts	Appreciation Gifts and Party Items	2008
46	06/14/08	\$21.62	Kroger	Volunteer Appreciation Party - Food	Appreciation Gifts and Party Items	2008
47	08/06/08	\$15.25	Lowe's	Paint Thinner, Tex Wall Protector, Krazy Glue for center clean day - repaired a hole in the wall and cleaned up paint spills on floor	Supplies	2008
48	08/30/08	\$61.66	Sam's Club	Food for the back to school party on 8/30/08	Food	2008
49	08/30/08	\$5.00	Local Convenience Store	Purchased camera to take pictures of the event: Gave Cris Ford (Star Witness Programs) \$5 to buy camera, but forgot to get the receipt.	Supplies	2008
50	08/31/08	\$5.14	Walgreens	Photo Finishing CD of the Pictures for the Back to School Party	Supplies	2008



## Expenses

EID #	Date	Amount	Company	Detailed Item Description	Event	Budget Year
51	09/06/08	\$93.01	Sam's Club	Food for the BaseBall Game on 09/07/08 / Summer Field Trip	Food	2008
52	09/07/08	\$41.99	Aramark Sports	Additional Food purchased at the Atlanta Braves Baseball Game, brought and shared with all the kids: ice drinks, pizzas, cotton candy, sodas, frozen drinks, lemonsade, and \$15.00 donated to the driver for the bus, we did not have to pay for Parking of the Bus (we only got one receipt, the vendors coming to your seat did not give receipts and the kids forgot to get the receipts. Min. Maxwell can verify the purchases. - Plus, gave Min Maxwell the \$100 to open the bank account for the center)	Food and Bus Driver	2008
53	12/20/08	\$5.26	Dollar Tree	Candy, standing bear, battery and qty. oval bowls	Christmas Party	2008
54	12/20/08	\$15.64	Dollar General	Gifts: Ga. Cup, Bottle, Crayons, books, etc	Christmas Party	2008
55	12/20/08	\$24.07	Walmart	Cookie Decorating and Christmas Tree Trimming Items	Christmas Party	2008
56	12/19/08	\$45.95	Walmart	Food for the Party, Punch, Sodas, Gifts for Party, Dip, ice cream...etc.	Christmas Party	2008
57	12/19/08	\$58.10	Dollar Tree	Tree Trimming Items and Gifts for the party	Christmas Party	2008
58	12/23/08	\$3.00	Dollar Tree	Dust Pan and Brush Set, Hand Wash Towels, Pine Glo	Supplies	2009
59	12/23/08	\$2.00	Kroger	Bathroom Toilet Bowl Freshner	Supplies	2009
60	01/12/09	\$7.53	Walgreens	Photo Finishing of the Pictures for the Baseball Field Trip	Supplies	2009
61	05/04/09	\$131.86	Flip Flop Inflatables Inc.	Astro Jump for 2009 Summer Fest (\$85 for jumper / \$50 delivery)	2009 Summer Fest	2009
62	05/16/09	\$123.33	Sam's Club	Food and Snacks for the End of Year Report Card Party: Hot Dogs, Buns, Animal Crackers, Trashbags, Candy, Fruit Drinks, Servering Trays for the Hot Dogs, Grab Bag Chips	Report Card Party	2009



## Expenses

EID #	Date	Amount	Company	Detailed Item Description	Event	Budget Year
63	05/16/09	\$72.23	Dollar Tree	Gifts: for the Report Card Party, and a few cleaning supplies	Report Card Party	2009
64	05/17/09	\$18.68	Publix	BBQ Grill, Ketchup, and Mustard for the Hot Dogs: End of Year Report Card Party	Report Card Party	2009
65	05/19/09	\$68.00	DJ: Robert Campbell	DJ for 2009 Summer Fest (Pre-Payment)	2009 Summer Fest	2009
66	05/20/09	\$11.25	Publix	Lighter Fluid and Charcoal for the BBQ Grill to cook the Hot Dogs	Report Card Party	2009
67	06/11/09	\$226.79	General Intelligent Machines, Corp.	Click this .... Animation Desktop Computer for special effects -- needed updated system for Kirk Guard to produce the animations: Windows based PC -Dell P4 Windows XP Desktop, 2.8 GHz - 3.0 GHz Product ID: HW-41814 Located: At Kirk Guard's home so he can work 24/7 on the project Serial # 2DCJ251	Click this...	2009
68	05/30/09	\$49.20	The Puppet Store	qty. 1 30' Monster (Orange) puppet for the television show / concept like Sesame Street with the people and puppets	Click this...	2009
69	05/30/09	\$45.54	Greatmats.com	Floor Mats for the Main Lab / Replacements for damaged mats	Click this...	2009
70	05/30/09	\$12.78	Lowe's	Light Bulbs for the Center "T12 Cool White" qty. 2	Computer Clean Week	2009
71	05/30/09	\$20.65	Walmart	Light Bulbs for the Center "T12 Cool White" qty. 10	Computer Clean Week	2009
72	05/30/09	\$78.60	Lowe's	Mop Bucket & Wringe with Heavy Duty Wet Mop - professional	Computer Clean Week	2009
73	06/01/09	\$20.65	Walmart	Light Bulbs for the Center qty. 5	Computer Clean Week	2009
74	06/03/09	\$22.00	Walmart	New Bookcase at the center - to hold books donated	Computer Clean Week	2009
75	06/04/09	\$8.50	Home Depot	Drop Cloth used as a projector screen	Click this...	2009
76	09/17/09	\$90.00	Library of Congress Copyright Costs	Purchased Copyrights Licenses for Promotional Material	Click this...	2009
77	06/09/09	\$50.00	Bowker ISBN Barcode	Purchase ISBN Bar Codes : Activity Pad and Cheat Sheet	Click this...	2009



## Expenses

EID #	Date	Amount	Company	Detailed Item Description	Event	Budget Year
78	06/16/09	\$20.48	The Lion Press Inc.	Purchased Promotional Material Samples	Click this...	2009
79	06/20/09	\$300.00	Matthew Zellner	Video Production Crew from Dunwoody High School: Shooting and Editing Services Paid in Full	Click this...	2009
80	04/14/09	\$2.41	Family Dollar	Awesom and Pine Cleaner	Computer Clean Week	2009
81	06/17/09	\$86.71	Sam's Club	Food for Crew - Breakfast	Click this...	2009
82	06/20/09	\$26.75	Little Ceasars Pizza	Food for Crew - Lunch	Click this...	2009
83	06/20/09	\$37.32	Walmart	Fodf for Crew - Snacks and Clothing for Teens (special needs)	Click this...	2009
84	06/22/09	\$17.12	Dollar Tree	Stereo Headphones for the computers	Computer Clean Week	2009
85	07/16/09	\$153.42	Restaurant Depot	Food for Summer Fest - <b>not apart of original budget, GCDC was low on funds</b>	2009 Summer Fest	2009
86	07/17/09	\$51.65	Walmart	Food for Summer Fest - <b>not apart of original budget, GCDC was low on funds</b>	2009 Summer Fest	2009
87	07/18/09	\$24.48	Walmart	Food for Summer Fest - <b>not apart of original budget, GCDC was low on funds</b>	2009 Summer Fest	2009
88	07/19/09	\$19.96	Kroger	School Supplies from Kroger - for Back to School Party (Folders, Paper, Pencil Boxes, Book Covers)	Back to School Party	2009
89	09/10/09	\$1.75	Pay Pal	Pay Pal Service Feed from \$50 Dontation Willie Collins for the Click This ... premier	Click this...	2009
90	08/24/09	\$21.28	US Postal	Advertising Click This ... premier post card invitation mailing (stamps)	Click this...	2009
91	08/25/09	\$105.27	Deacon Boon	Supplies to fix the fallen tables and reinforce them so the computer would not fall again - Wood, Primer, Paint, and Screws	Computer Clean Week	2009
92	09/02/09	\$27.16	US Postal	Postage for the invitation post cards for Click This...	Click this...	2009
93	08/31/09	\$14.95	The Lion Press Inc.	Samples for Meet My Computer: order set of samples for approval of printing before the main order	Click this...	2009



## Expenses

EID #	Date	Amount	Company	Detailed Item Description	Event	Budget Year
94	08/12/09	\$48.26	Mondo Code LLC	Purchas of Georgia Media List from EasyMediallist.com -- addresses and emails for TV Stations in Ga to invite for the Click This ... premier	Click this...	2009
95	08/12/09	\$43.29	Vistaprint	Email Marketing Service Free, Standard Postcards qty. 100, backside color with Glossy Finish and free website for one month -- press release website	Click this...	2009
96	08/22/09	\$11.26	Vistaprint	Additional Post Card invitations needed, - black and white back	Click this...	2009
97	09/10/09	\$387.40	The Lion Press Inc.	Printing of the Books and materials for the program -- ordered qty. 30 of each: Book, Poster, Lesson Plan, Activity Pad	Click this...	2009
98	09/11/09	\$250.00	WATC TV 57	Airing of the TV Program on the Station	Click this...	2009
99	09/11/09	\$89.86	Zaxby's	Click This... Food for the Reception	Click this...	2009
100	09/19/09	\$2.14	Walgreens	DVDs used to make qty. 4 copies of the Click This program	Click this...	2009
101	10/03/09	\$2.31	US Postal	mailing of gift for a ten dollar donation from Mrs. Anna Mario Heard - DID 91	Click this...	2009
102	09/11/09	\$7.89	Tape Warehouse	DVD Duplication Bulk qty. 4 - for previewing and editing	Click this...	2009
103	09/11/09	\$0.65	Tape Warehouse	CD Clamshell Clear Cases for the DVDs qty. 4	Click this...	2009
104	09/18/09	\$57.81	Walgreens	Click This ... premier Gifts for volunteers and speaker	Click this...	2009
105	09/16/09	\$100.00	Avery Alexander	Redo the editing for the Click This show / Senior at Dunwoody high school - Editing Services	Click this...	2009
106	09/13/09	\$4.99	Vista Printing	Temp Website Renewal - canceled after 10/12/09 - needed until after the premier / Press Release Website - got one month for free	Click this...	2009
107	09/25/09	\$3.37	Pay Pal	Pay Pal Service Feed from \$106 material purchase for Click This ...	Click this...	2009
108	09/18/09	\$96.54	Sam's Club	Cake, Juice, cheese, veg and Fruit Trays for Click This ... premier	Click this...	2009



## Expenses

EID #	Date	Amount	Company	Detailed Item Description	Event	Budget Year
109	09/18/09	\$20.33	Dollar Tree	Click This... premier Gifts for volunteers and speaker	Click this...	2009
110	09/27/09	\$106.96	TigerDirect.com	Additional memory for the computer used for the Click This animation	Click this...	2009
111	10/05/09	\$1.90	US Postal	Mailing of gift for donation to Click This ...	Click this...	2009
112	10/27/09	\$39.46	Walmart	Sony Memory Card for Camcorder	Click this...	2009
113	10/29/10	\$140.00	Flip Flop Inflatables Inc.	Astro Jump for 2010 Summer Fest	2010 Summer Fest	2010
114	10/28/10	\$75.00	DJ: Robert Campbell	DJ for 2010 Summer Fest (Pre-Payment)	2010 Summer Fest	2010
115	07/10/10	\$17.32	Family Dollar	Food and Minor Cleaning Supplies for Volunteers on Computer Lab Clean Day	Computer Clean Week	2010
116	07/16/10	\$40.00	Mr. Norella McCalep	Payment from Petty Case for his supplies and Labor to Pressure Wash the Center and Cleaning the Gutters (he donated \$110 worth of services and I reimbursed \$40 for his labor	Computer Clean Week	2010
117	12/15/10	\$84.40	Walmart	2GB USB Flash Drive - to move documents to the printer for printing in the office only Kodak 3250 Printer Serial # E333809	Christmas Party	2010
118	12/15/10	\$4.22	Walmart	Flash Camera to take pictures at the 2010 Tech Center Christmas Party	Christmas Party	2010
119	12/15/10	\$2.14	Family Dollar	Gift Wrapping Paper and Bows to wrap the New Printer for the 2010 Christmas Party	Christmas Party	2010
120	12/19/10	\$6.14	Walgreens	Pictures developed on CD from the 2010 Tech Center Christmas Party	Christmas Party	2010
121	03/06/11	\$16.57	Office Depot	Resume Paper: Product ID 410231 - for the Resume Writing Assistance Program	Resume Assistance	2011
122	03/06/11	\$20.00	Walmart	Printer Cable for Office Printer	Homework Helper	2011
123	TBD	\$0.00	Calling Post	<i>On Hold</i> - Purchased 500 Calls from the calling post used for Event/Program Advertising	Marketing	2011
<b>Total</b>	<b>123</b>	<b>\$5,433.43</b>	<b>123</b>	<b>123</b>	<b>123</b>	<b>123</b>
	<b>Petty Cash</b>	<b>\$68.79</b>				



## Inventory Report

Location	Description	2011	2010
Office	PC	1	1
Office	Kodak 3250 Printer Serial # E333809	1	1
Office	Flash Drive	1	1
Main Lab	PC	10	14
Main Lab	Radio	0	1
Reading Room	TV	1	1
Kitchen	Microwave (White)	1	1
Kitchen	Trashcans	2	2
Kitchen	Broom and Dust Pan	1	1
Kitchen	Janaitor Mop and Bucket	1	1
Storage Room	Printers	3	3
Storage Room	Trashcan (Huge)	1	1
Storage Room	keyboards (New Dell)	10	10
Storage Room	External hard Drive (broken)	1	1
Storage Room	Surge Protector	1	1
Storage Room	Monitor (extra)	1	1
Storage Room	CPU (extra)	6	1
Storage Room	Speakers	11	11
Storage Room	Computer Cables	5	2
MsRevenda.com	Digital Camera (broken)	1	1
MsRevenda.com	Tri Pod	1	1
	Qty. 2 Software: Ulead Movie Maker and		
MsRevenda.com	GIF Maker	2	2
MsRevenda.com	Memory for the Professional Camcorder	1	1

## 2009 New Equipment Inventory

Item	Qty	Year	Serial #	Software	Product Key	Location	Location Reason	Equipment Usage Agreement on file	SOLD
CPU	1	2010	2DCJ251	XP Professional	J279V-XT4X4-DYHRB-Y97K2-Q7XHD	Kurt Guard's Home	Animator for Click This pilot, working on animation from home	Yes	DID # 93 - Computer and Internal Memory was sold to Kurt Guard on <b>5/29/2010</b> at cost \$333.75
Memory	1	2010	n/a	n/a	n/a	Kurt Guard's Home	Animator for Click This pilot, working on animation from home	No	DID # 93 - Computer and Internal Memory was sold to Kurt Guard on <b>5/29/2010</b> at cost \$333.75



## Giveaways

Person/Company	Apartment #	Serial #	Item	Year
NSPIRE Homeless Outreach	--	--	The tech center donated a bad extra refrigerator, some one give us a newer one, so we did not need the older set and all our bad computer equipment and supplies	2009
AADD	--	--	The tech center donated additional computer equipment we did not need after computer lap clean up	2009
Community Family	--	--	Food and Bathroom Supplies for family of 8 to last a month	2009
Al Coston	--	--	Qty. 20 Dell Hard Drives	2010
<b>Total</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

2009 Planning Budget (Line Item Breakdown)

Year	Budget	Money Request	Amount	Event	Event Date	Estimated Description	Check Status
2009	\$3,229.41	04/30/09	\$400.00	Click This...	On Going - Pilot Creation and Marketing	Printing, Sets, Mascot, and any Pre-Production items	Received on 5/1/09
2009		05/29/09	\$400.00	Click This...	On Going - Pilot Creation and Marketing	Food, Marketing, Production costs, software	Received on 5/28/09
2009		05/29/09	\$100.00	End of Year Report Card Party	Saturday, May 23, 2009	Food, Grill, Rewards, Snacks, Cleaning Supplies, Art and Office Supplies	Received on 5/28/09
2009		05/29/09	\$300.00	Summer Field Trip (Water Park)	Saturday, June 27, 2009	Tickets and Food for qty. 40	Received on 5/28/09
2009		06/30/09	\$200.00	Click This...	On Going - Pilot Creation and Marketing	Post Production Costs, Advertising, Marketing Costs	Received
2009		07/01/09	\$1,000.00	Computer Lab Clean Week	Monday, July 13, 2009	New computer, Printer, Supplies, Ink, Computer Repair and Maintenance, Tech Help, paint, bathroom supplies, items for the year	Received <b>\$400</b> on 10/07/09
2009		07/01/09	\$200.00	2009 Summer Fest	Wednesday, July 01, 2009	Astro Jump at the apartments and DJ	Received
2009		07/21/09	\$200.00	Back to School Party	Friday, July 31, 2009	Food and Gifts, plus center snacks	Received
2009		12/09/09	\$200.00	Christmas & Volunteer Party	Saturday, December 19, 2009	Food and Gifts, plus center snacks	Received <b>\$200</b> on 10/07/09
2009		07/18/09	\$229.41	2009 Summer Fest	18-Jul-09	Requested I pay for the food for Summerfest, GCDC was short on funds, so I used MsRevenda.com credit card, not apart of the Tech Center budget - extra item (summer fest is a \$500 budget item)	Received on 7/30/09 \$230.04
<b>Total</b>			<b>\$3,229.41</b>	<b>10</b>			

Is the Tech Center on Budget?

Have we spent more than the \$3,229.41? **YES! :-)**

Year	Year Budget	Event	Budget	Spent	Difference
2009	\$3,229.41	Computer Clean Weel	\$279.48	\$279.48	\$0.00
		Click This...	\$2,052.22	\$1,747.78	\$304.44
		Party: Back to School	\$19.96	\$19.96	\$0.00
		Summerfest	\$429.41	\$429.41	\$0.00
		Picures Developed: Basel	\$7.53	\$7.53	\$0.00
		Party: Report Card EO	\$225.49	\$225.49	\$0.00
		Party: Christmas	\$200.00	\$0.00	\$200.00
<b>Total</b>			<b>\$3,214.09</b>	<b>\$2,709.65</b>	<b>\$504.44</b>

\*See website for accounting details/receipts available upon request