

REPORT OF MONTHLY EXPENSES - MONTH ENDING NOVEMBER 2023							
PERSONAL EXPENSES							
State Paid Car Lease							
Business Mileage						\$13.75	
Session Mileage for Member						\$345.80	
Constitutional Mileage						\$114.00	
Committee Mileage							
Overnight Accommodations for Session						\$349.89	
Parking/Tolls							
Meals Expense						\$37.54	
Refunds							
Overnight Accommodations for Committee Meetings							
TOTAL						\$860.98	
DISTRICT OFFICE OPERATING EXPENSES (Palmer)							
Fixed Asset - DO Sign							
District Office Lease							
District Office Staff Meal Reimbursement							
Office Furniture and Equipment Lease							
Office Furniture and Equipment Repair							
District Office Utilities						\$201.45	
District Office Water Cooler							
Fixed Asset - Furniture							
Office Supplies						\$40.97	
District Office Utilities Refund							
Janitorial Cleaning Services/Exterminating							
Framing Expense							
Publications/Subscriptions/ Newspapers							
Condolence, Congrats,etc.							
Outreach / Townhall Meetings							
Pest Protection							
Printing							
Security Services	May/June					\$17.99	
Business Meals							
Staff Meals							
Site Rental							
Other Supplies (Refreshments)							
Notary Fee						\$42.00	
Professional Services	(Moving Expenses)						
TOTAL						\$302.41	

DISTRICT OFFICES OPERATING EXPENSES (Nazareth)							
Fixed Asset							
District Office Lease							\$2,868.00
Office Furniture and Equipment Lease							
Utilities							
District Office Water Cooler							
Office Supplies							
Janitorial Cleaning Services/Exterminating							
Postage							
Publications/Subscriptions							
Condolence, Congrats,etc.							
Outreach/ Refreshments for Senior Fair							\$182.52
Printing							
Site Rental for Senior Fair							
Staff Business Meals							
Communication Services							
Notary Fee							
Professional Services/ Framing							
Mileage-Member							
Event Rental - Senior Fair/Community Days							
Staff Mileage							
TOTAL							\$3,050.52
HARRISBURG OPERATING EXPENSES							
House Mailroom							\$16.47
Food							
Staff Mileage							
Bulk Mail							
Postage							\$880.18
Mailing Services (UPS)							\$11.29
Office Supplies							
Condolence							
Framing							
Flags							
TOTAL							\$907.94
MONTHLY TOTAL							\$5,121.85

