

**INCOME AND EXPENSE  
APRIL 2010**

<b>INCOME CATEGORY</b>	<b>MONTH</b>	<b>YTD</b>	<b>PROJECTED</b>	<b>BUDGET</b>
CDRP Funds		17,210.65	57,368.81	57,368.81
Agency Funds				
A. Charlevoix County		7,500.00	30,000.00	30,000.00
B. Emmet County		7,500.00	30,000.00	30,000.00
C. VORP Charlevoix	700.00	2,800.00	8,500.00	8,500.00
D. VORP Emmet	625.00	1,875.00	7,500.00	7,500.00
E. CDP Charlevoix		8,000.00	8,000.00	8,000.00
E. Donations	1,000.00	2,620.00	3,000.00	1,000.00
F. Fees for Service	250.00	890.00	1,500.00	4,000.00
G. SPED Fees	800.00	1,000.00	1,400.00	500.00
H. ACVS Fees		375.00	2,000.00	
I. Designated Gifts				
J. Donor Campaign		50.00	2,500.00	3,000.00
K. Theatre Party				
1. Sponsorships	200.00	5,300.00	5,550.00	5,000.00
2. Ticket Sales	50.00	2,875.00	2,875.00	2,000.00
3. Other	91.00	673.60	673.60	670.00
L. Reimbursement/Rebate		1,758.45		
M Interest	36.05	81.60	1,000.00	1,000.00
N. Training				
1. 40-Hour			0.00	3,000.00
2. Update - Fall			1,000.00	1,000.00
3. General Civil		100.00	100.00	300.00
4. Child Protection				
5. Divorce/Domestic Violence				
Grants				
A. Bay Harbor Foundation		3,663.00	3,663.00	
B. Petoskey Foundation	2,000.00	2,000.00	2,000.00	
C. Charlevoix Foundation	5,000.00	5,000.00	5,000.00	
Transfer from Savings			7,500.00	7,500.00
<b>TOTAL INCOME</b>	<b>10,752.05</b>	<b>71,272.30</b>	<b>181,130.41</b>	<b>170,338.81</b>
In Kind				
A. Accounting Services		70.00	500.00	500.00
B. Volunteer Mediators	13,462.50	56,962.50	183,600.00	183,600.00
C. Volunteer Labor				
D. Volunteer Training				
E. Mediation Locations		1,350.00	3,500.00	3,500.00
F. Rent	1,300.00	5,200.00	15,600.00	15,600.00
G. Equipment/Supplies				
H. Cell Phone	78.87	161.96	996.00	996.00
I. Theatre Party		2,450.43	2,450.43	1,500.00
J. Mileage		406.45		
K. Training Locations			0.00	4,000.00
<b>IN KIND INCOME</b>	<b>14,841.37</b>	<b>66,601.34</b>	<b>206,646.43</b>	<b>209,696.00</b>
<b>TOTAL + IN KIND INCOME</b>	<b>25,593.42</b>	<b>137,873.64</b>	<b>387,776.84</b>	<b>380,034.81</b>

EXPENSE CATEGORY	MONTH	YTD	PROJECTED	BUDGET
1. Personnel				
A. Salaries	7,653.04	34,438.68	99,500.00	99,500.00
B. FICA	583.92	2,628.40	7,611.75	7,611.75
C. Worker's Compensation			518.00	518.00
D. Unemployment	825.32	825.32	995.00	995.00
E. Insurance/Education	193.93	1,363.47	7,500.00	7,500.00
2. Accounting		350.00	3,800.00	3,800.00
3. Training				
A. 40-Hour			0.00	2,500.00
B. General Civil	29.38	1,214.58	1,214.58	850.00
C. Update - Fall			2,900.00	2,900.00
D. Child Protection			250.00	250.00
E. Divorce			500.00	500.00
4. Contractual		1,707.50	2,500.00	2,200.00
5. Travel				
A. Lodging	42.56	42.56	585.00	585.00
B. Meals	30.86	30.86	635.25	635.25
C. Mileage	719.50	1,123.45	9,350.00	9,350.00
D. Other				
6. Equipment				
A. Purchase		999.00	1,500.00	1,500.00
B. Repair & Maintenance	65.00	1,173.00	1,500.00	1,500.00
7. Operating Expenses				
A. Occupancy - Rent	500.00	2,000.00	6,000.00	6,000.00
B. Supplies	729.53	1,742.12	3,000.00	3,000.00
C. Communications				
1. Telephone	159.72	638.42	1,450.00	1,450.00
2. Internet	52.95	211.80	660.00	660.00
D. Postage		1,194.94	1,800.00	1,800.00
E. Printing	499.75	499.75	2,100.00	2,100.00
F. Insurance				
1. Employment Practices			235.00	235.00
2. Directors & Officers			1,333.00	1,333.00
3. Commercial Umbrella			300.00	300.00
4. Business Protection			430.00	430.00
8. Advertising	330.00	616.00	1,110.00	1,110.00
9. Other				
A. Board	221.66	388.16	645.00	645.00
B. Executive Director	414.16	954.00	1,360.00	1,360.00
C. Hospitality	7.75	51.74	1,100.00	1,100.00
D. PD		127.00	1,200.00	1,200.00
E. Licenses, Fees, Dues	70.00	362.50	575.00	575.00
F. Theatre Party	368.60	2,579.84	2,579.84	2,445.00
G. Shoplifting	19.38	19.38	19.38	
H. Investment	10,000.00	20,000.00	20,000.00	
10. Grants				
A. Bay Harbor Foundation				
B. Petoskey Foundation				
C. Charlevoix Foundation				
11. Charlevoix Office				
A. Rent	100.00	400.00	1,200.00	1,200.00
B. Telephone	93.16	234.85	600.00	600.00
C. Chamber				
E. Supplies			100.81	100.81
<b>TOTAL EXPENSES</b>	<b>23,710.17</b>	<b>77,917.32</b>	<b>188,657.61</b>	<b>170,338.81</b>
12. Gain (Loss)				
Comparison of Income & Expenses				

05/06/10

**NORTHERN COMMUNITY MEDIATION**

**Profit & Loss**

April 2010

	<u>Apr '10</u>
<b>Income</b>	
<b>Donation</b>	1,000.00
<b>Fees</b>	
Divorce	250.00
SPED	800.00
<b>Total Fees</b>	<u>1,050.00</u>
<b>Fund Raising</b>	
<b>Theatre Party</b>	
Donation	91.00
Sponsor	200.00
Tickets	50.00
<b>Total Theatre Party</b>	<u>341.00</u>
<b>Total Fund Raising</b>	341.00
<b>Grants</b>	
Charlevoix Foundation	5,000.00
Petoskey Foundation	2,000.00
<b>Total Grants</b>	<u>7,000.00</u>
<b>Interest</b>	36.05
<b>VORP</b>	
Charlevoix	700.00
Emmet	625.00
<b>Total VORP</b>	<u>1,325.00</u>
<b>Total Income</b>	10,752.05
<b>Expense</b>	
<b>Advertising</b>	330.00
<b>Benefits</b>	193.93
<b>Charlevoix Office</b>	
Rent	100.00
Telephone	93.16
<b>Total Charlevoix Office</b>	<u>193.16</u>
<b>Communications</b>	
Internet	52.95
Telephone	159.72
<b>Total Communications</b>	<u>212.67</u>
<b>Equipment Expense</b>	
Repair & Maintenance	65.00
<b>Total Equipment Expense</b>	<u>65.00</u>
<b>Fringe Benefits</b>	
Unemployment	825.32
<b>Total Fringe Benefits</b>	<u>825.32</u>
<b>Investment</b>	10,000.00

05/06/10

**NORTHERN COMMUNITY MEDIATION**

**Profit & Loss**

April 2010

	<u>Apr '10</u>
Occupancy	
Rent	500.00
<b>Total Occupancy</b>	<b>500.00</b>
Other	
Board	221.66
Executive Director	414.16
Hospitality	7.75
Licenses, Fees, Dues	70.00
Shoplifting Preventative	19.38
Theatre Party	368.60
<b>Total Other</b>	<b>1,101.55</b>
Payroll Expenses	583.92
Printing	499.75
Salaries and Wages	7,653.04
Supplies	729.53
Training	
General Civil	29.38
<b>Total Training</b>	<b>29.38</b>
Travel	
Lodging	42.56
Meals	30.86
Mileage	719.50
<b>Total Travel</b>	<b>792.92</b>
<b>Total Expense</b>	<b>23,710.17</b>
<b>Net Income</b>	<b>-12,958.12</b>

05/06/10

**NORTHERN COMMUNITY MEDIATION**  
**Expenses by Vendor Summary**  
April 2010

	<u>Apr '10</u>
AT&T	252.88
Ben Franklin	28.75
Bert Rousseau	635.92
Boyne Area Chamber of Commerce	160.00
Cheryl Bauman	54.00
City of Charlevoix	100.00
City of Petoskey	10.00
Culligan	5.00
Dog Eat Dog Graphic Designs	146.25
Gaslight Media	82.95
Glen's Supermarket	31.68
Hi-Tech	495.00
Jane Millar	471.25
K-Mart	9.83
Meyer Hardware	9.99
Northern Michigan Review	243.60
Office Max	68.68
Online Payroll Service Fee	10.00
Payroll Distribution	8,236.96
Petoskey-Harbor Springs Foundation	10,000.00
Petoskey Chamber of Commerce	150.00
Priority Health	193.93
Rotary	161.50
Rotary Club of Grand Rapids	50.00
Sherwin Williams	75.97
Sign & Design	125.00
Sky's the Limit	7.75
St. Francis Xavier	500.00
The 501 Alliance	825.32
The Print Shop	353.50
Weathervane	214.46
<b>TOTAL</b>	<b><u>23,710.17</u></b>

05/06/10

# NORTHERN COMMUNITY MEDIATION

## Profit & Loss

January through April 2010

	<u>Jan - Apr '10</u>
<b>Income</b>	
CDP	8,000.00
CDRP Funds	
1st Quarter	17,210.65
<b>Total CDRP Funds</b>	<b>17,210.65</b>
County Funding	
Charlevoix	7,500.00
Emmet	7,500.00
<b>Total County Funding</b>	<b>15,000.00</b>
Donation	
Donor Campaign	50.00
Donation - Other	2,620.00
<b>Total Donation</b>	<b>2,670.00</b>
Fees	
ACVS	375.00
Divorce	650.00
General	40.00
Observation	100.00
Shoplifting	100.00
SPED	1,000.00
<b>Total Fees</b>	<b>2,265.00</b>
Fund Raising	
Theatre Party	
Donation	91.00
Raffle	177.00
Refund	405.60
Sponsor	5,300.00
Tickets	2,875.00
<b>Total Theatre Party</b>	<b>8,848.60</b>
<b>Total Fund Raising</b>	<b>8,848.60</b>
Grants	
Bay Harbor	3,663.00
Charlevoix Foundation	5,000.00
Petoskey Foundation	2,000.00
<b>Total Grants</b>	<b>10,663.00</b>
Interest	81.60
Refund	1,758.45
Training & Workshops	
General Civil	100.00
<b>Total Training &amp; Workshops</b>	<b>100.00</b>

05/06/10

# NORTHERN COMMUNITY MEDIATION

## Profit & Loss

January through April 2010

	<u>Jan - Apr '10</u>
<b>VORP</b>	
Charlevoix	2,800.00
Emmet	1,875.00
<b>Total VORP</b>	<u>4,675.00</u>
<b>Total Income</b>	71,272.30
<b>Expense</b>	
Accounting	350.00
Advertising	616.00
Benefits	1,363.47
Charlevoix Office	
Rent	400.00
Telephone	234.85
<b>Total Charlevoix Office</b>	<u>634.85</u>
Communications	
Internet	211.80
Telephone	638.42
<b>Total Communications</b>	<u>850.22</u>
Contractual	1,707.50
Equipment Expense	
Purchase	999.00
Repair & Maintenance	1,173.00
<b>Total Equipment Expense</b>	<u>2,172.00</u>
Fringe Benefits	
Unemployment	825.32
<b>Total Fringe Benefits</b>	<u>825.32</u>
Investment	20,000.00
Occupancy	
Rent	2,000.00
<b>Total Occupancy</b>	<u>2,000.00</u>
Other	
Board	388.16
Executive Director	954.00
Hospitality	51.74
Licenses, Fees, Dues	362.50
PD	127.00
Shoplifting Preventative	19.38
Theatre Party	2,579.84
<b>Total Other</b>	<u>4,482.62</u>
Payroll Expenses	2,628.40
Postage	1,194.94
Printing	499.75
Salaries and Wages	34,438.68
Supplies	1,742.12

05/06/10

**NORTHERN COMMUNITY MEDIATION**

**Profit & Loss**

January through April 2010

	<u>Jan - Apr '10</u>
Training	
General Civil	1,214.58
Total Training	<u>1,214.58</u>
Travel	
Lodging	42.56
Meals	30.86
Mileage	1,123.45
Total Travel	<u>1,196.87</u>
Total Expense	<u>77,917.32</u>
Net Income	<u><u>-6,645.02</u></u>



05/06/10

**NORTHERN COMMUNITY MEDIATION**  
**Expenses by Vendor Summary**  
January through April 2010

	<u>Jan - Apr '10</u>
AT&T	873.27
Bay Harbor	32.00
Ben Franklin	28.75
Bert Rousseau	1,518.73
Boyne Area Chamber of Commerce	160.00
Charlevoix Community Foundation	5,000.00
Charlevoix County Community Foundation	5,000.00
Cheryl Bauman	389.90
Child Abuse Council	20.00
City of Charlevoix	400.00
City of Petoskey	10.00
Conflict Resolution Services	40.00
Culligan	59.00
Dog Eat Dog Graphic Designs	146.25
FraserTrebilcock Lawyers	1,340.00
Gaslight Media	331.80
Glen's Supermarket	31.68
Gordon Food Service	235.07
Hi-Tech	3,084.50
Jane Millar	471.25
John Wiley & Sons, Inc.	166.50
K-Mart	9.83
Mason & Kammermann	350.00
McLean & Eakin	42.00
Meyer Hardware	32.47
Michigan State University	25.00
Northern Michigan Review	243.60
Office Max	734.01
Oleson's	26.95
Online Payroll Service Fee	40.00
Payroll Distribution	37,067.08
Petoskey-Harbor Springs Foundation	10,000.00
Petoskey Chamber of Commerce	587.50
Petoskey Cinema	710.00
Pitney Bowes	891.86
Priority Health	581.79
Reserve Account	300.00
Rotary	329.50
Rotary Club of Grand Rapids	50.00
Sherwin Williams	75.97
Sign & Design	125.00
Sky's the Limit	51.74
St. Francis Xavier	2,000.00
Stafford's Hospitality	916.04
Steve Tresidder	600.00
Taylor Rental	423.00
The 501 Alliance	825.32
The Print Shop	925.50
Weathervane	214.46
<b>TOTAL</b>	<b><u>77,517.32</u></b>

05/06/10

**NORTHERN COMMUNITY MEDIATION**  
**Balance Sheet Prev Year Comparison**  
As of April 30, 2010

	<u>Apr 30, '10</u>	<u>Apr 30, '09</u>	<u>\$ Change</u>	<u>% Change</u>
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
CD Bank of N. MI 803611	6,425.35	6,231.44	193.91	3.1%
CD Bank of N. MI 804631	5,884.84	5,740.38	144.46	2.5%
CD Char State Bank 16925	5,277.40	5,277.40	0.00	0.0%
CD Char State Bank 18910	11,129.36	11,129.36	0.00	0.0%
CD First Comm. Bank 60302215	7,623.94	7,495.17	128.77	1.7%
CD First Comm. Bank 60302716	5,448.10	5,314.18	133.92	2.5%
CD Nat'l City Bank 4160286236	5,698.95	5,472.24	226.71	4.1%
Checking Chase	21,580.83	18,771.23	2,809.60	15.0%
Petty Cash	100.00	100.00	0.00	0.0%
Savings Bay Winds	15,355.34	15,187.33	168.01	1.1%
Savings Chase	17,993.31	17,981.30	12.01	0.1%
Savings NW Bank 710205349	10,242.01	10,216.70	25.31	0.3%
<b>Total Checking/Savings</b>	<u>112,759.43</u>	<u>108,916.73</u>	<u>3,842.70</u>	<u>3.5%</u>
<b>Total Current Assets</b>	<u>112,759.43</u>	<u>108,916.73</u>	<u>3,842.70</u>	<u>3.5%</u>
<b>Fixed Assets</b>				
Accumulated Depreciation	-11,213.00	-11,213.00	0.00	0.0%
Equipment	19,814.14	19,814.14	0.00	0.0%
<b>Total Fixed Assets</b>	<u>8,601.14</u>	<u>8,601.14</u>	<u>0.00</u>	<u>0.0%</u>
<b>TOTAL ASSETS</b>	<u>121,360.57</u>	<u>117,517.87</u>	<u>3,842.70</u>	<u>3.3%</u>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Other Current Liabilities</b>				
Accrued Federal Unemp..	-224.00	-224.00	0.00	0.0%
Federal Income Tax Withheld	532.66	502.50	30.16	6.0%
Fica Tax Withheld	1,167.87	1,162.23	5.64	0.5%
State Income Tax Withheld	-33.71	321.74	-355.45	-110.5%
<b>Total Other Current Liabilities</b>	<u>1,442.82</u>	<u>1,762.47</u>	<u>-319.65</u>	<u>-18.1%</u>
<b>Total Current Liabilities</b>	<u>1,442.82</u>	<u>1,762.47</u>	<u>-319.65</u>	<u>-18.1%</u>
<b>Total Liabilities</b>	<u>1,442.82</u>	<u>1,762.47</u>	<u>-319.65</u>	<u>-18.1%</u>
<b>Equity</b>				
*Retained Earnings	126,562.78	121,171.74	5,391.04	4.5%
Opening Bal Equity	-0.01	-0.01	0.00	0.0%
Net Income	-6,645.02	-5,416.33	-1,228.69	-22.7%
<b>Total Equity</b>	<u>119,917.75</u>	<u>115,755.40</u>	<u>4,162.35</u>	<u>3.6%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u>121,360.57</u>	<u>117,517.87</u>	<u>3,842.70</u>	<u>3.3%</u>