

**INCOME AND EXPENSE STATEMENT
APRIL 2008**

INCOME CATEGORY	MONTH	YTD	PROJECTED	BUDGET
CDRP Funds	13,241.06	29,130.34	52,964.25	52,964.25
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	625.00	1,875.00	7,500.00	7,500.00
D. VORP Emmet	625.00	1,875.00	7,500.00	7,500.00
E. Donations	121.25	536.25	450.00	450.00
F. Fees for Service	790.00	2,220.00	4,000.00	3,000.00
G. Designated Gifts				
H. Donor Campaign			3,000.00	3,000.00
I. Theatre Party				
1. Sponsorships		6,000.00	6,100.00	5,000.00
2. Ticket Sales		3,125.00	3,125.00	4,500.00
3. Other		611.62	611.62	
J. Reimbursement/Rebate		181.00	181.00	
K. Interest	54.67	281.21	1,000.00	1,000.00
L. Training				
1. 40-Hour			3,500.00	3,500.00
2. Update			2,700.00	2,700.00
3. General Civil		100.00	100.00	300.00
4. Char-Em ISD/SPED		1,200.00	1,200.00	600.00
M. Refund/Rebate				
Grants				
A. Char Found Char Office				
B. Char Found General		75.00	75.00	
C. Petoskey Foundation				
D. Revenue Sharing				
Rent	200.00	1,000.00	2,600.00	2,400.00
TOTAL INCOME	15,656.98	63,210.42	156,606.87	154,414.25
In Kind				
A. Accounting Services			400.00	400.00
B. Volunteer Mediators	19,912.50	59,112.50	110,000.00	80,000.00
C. Volunteer Labor				
D. Volunteer Training		3,600.00	5,000.00	
E. Mediation Locations	400.00	1,550.00	3,000.00	3,000.00
F. Rent	1,300.00	5,200.00	15,600.00	15,600.00
G. Equipment/Supplies				
H. Cell Phone		222.25	600.00	600.00
I. Theatre Party		1,752.00	1,752.00	800.00
J. Mileage		177.56	177.56	
K. Training Locations		300.00	300.00	450.00
IN KIND INCOME	21,612.50	71,914.31	136,829.56	100,850.00
TOTAL INCOME	37,269.48	135,124.73	293,436.43	255,264.25

EXPENSE CATEGORY	MONTH	YTD	PROJECTED	BUDGET
1. Personnel				
A. Salaries	7,403.86	33,317.37	96,250.00	96,250.00
B. FICA	566.40	2,548.80	7,363.13	7,363.13
C. Worker's Compensation		194.00	531.00	531.00
D. Unemployment	449.57	593.22	962.50	962.50
2. Accounting		350.00	3,500.00	3,500.00
3. Training				
A. 40-Hour	150.19	600.76	600.76	4,500.00
B. Update			2,700.00	2,700.00
C. General Civil		399.48	399.48	300.00
D. Char-Em ISD/SPED				
4. Contractual	3,675.00	3,895.00	5,200.00	2,200.00
5. Travel				
A. Lodging			500.00	500.00
B. Meals			500.00	500.00
C. Mileage	121.70	545.39	7,500.00	7,500.00
D. Other				
6. Equipment				
A. Purchase		189.99	1,000.00	1,000.00
B. Repair & Maintenance	375.00	462.48	1,100.00	1,100.00
7. Operating Expenses				
A. Occupancy - Rent		1,500.00	6,000.00	6,000.00
B. Supplies	423.44	1,509.31	4,000.00	2,200.00
C. Communications				
1. Telephone	137.64	569.79	2,000.00	2,000.00
2. Internet	71.95	287.80	2,360.00	1,000.00
D. Postage		639.19	2,000.00	2,000.00
E. Printing		345.00	2,000.00	2,000.00
F. Insurance				
1. Employment Practices			250.00	250.00
2. Directors & Officers			1,870.00	1,870.00
3. Commercial Umbrella			400.00	400.00
4. Business Protection			460.00	460.00
8. Advertising	618.00	668.00	800.00	200.00
9. Other				
A. Board		10.00	250.00	250.00
B. Executive Director		202.24	1,200.00	1,200.00
C. Hospitality	60.00	257.43	1,000.00	1,000.00
D. PD		12.00	500.00	500.00
E. Licenses, Fees, Dues		338.95	400.00	300.00
F. Annual Meeting			0.00	350.00
G. Theatre Party	177.00	2,362.43	2,362.43	2,800.00
H. Preventative Shoplifting	19.49	27.26	300.00	
10. Grants				
A. Char Found Char Office	48.62	566.74	1,190.60	1,190.60
B. Petoskey Foundation				
C. Revenue Sharing				
D. United Way				
11. Charlevoix Office				
A. Rent			400.00	400.00
B. Telephone			250.00	250.00
C. Chamber			235.00	235.00
D. Internet			79.40	79.40
Total Expenses	14,297.86	52,392.63	158,414.30	155,841.63
12. Gain (Loss)				-1,427.38
TOTAL	14,297.86	52,392.63	158,414.30	154,414.25

05/05/08

NORTHERN COMMUNITY MEDIATION
Profit & Loss
April 2008

	<u>Apr '08</u>
Income	
CDRP Funds	
2nd Quarter	13,241.06
Total CDRP Funds	<u>13,241.06</u>
Donation	
Theatre Party	50.00
Donation - Other	71.25
Total Donation	<u>121.25</u>
Fees	
Divorce	90.00
Shoplifting	100.00
SPED	600.00
Total Fees	<u>790.00</u>
Interest	54.67
Rental Income	200.00
VORP	
Charlevoix	625.00
Emmet	625.00
Total VORP	<u>1,250.00</u>
Total Income	<u>15,656.98</u>
Expense	
Advertising	618.00
Communications	
Internet	71.95
Telephone	137.64
Total Communications	<u>209.59</u>
Contractual	3,675.00
Equipment Expense	
Repair & Maintenance	375.00
Total Equipment Expense	<u>375.00</u>
Fringe Benefits	
Unemployment	449.57
Total Fringe Benefits	<u>449.57</u>
Grant Expense	
Char Found Char Office	48.62
Total Grant Expense	<u>48.62</u>
Other	
Hospitality	60.00
Preventative Shoplifting	19.49
Theatre Party	177.00
Total Other	<u>256.49</u>

05/05/08

NORTHERN COMMUNITY MEDIATION
Profit & Loss
April 2008

	<u>Apr '08</u>
Payroll Expenses	566.40
Salaries and Wages	7,403.86
Supplies	423.44
Training	
40-Hour	150.19
Total Training	<u>150.19</u>
Travel	
Mileage	121.70
Total Travel	<u>121.70</u>
Total Expense	<u>14,297.86</u>
Net Income	<u><u>1,359.12</u></u>

05/05/08

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
April 2008

	<u>Apr '08</u>
AT&T	186.26
Bert Rousseau	96.13
Culligan	5.00
Gaslight Media	546.95
Gordon Food Service	19.49
Hi-Tech	475.00
Karen Cole	57.57
Lawyers Weekly	150.19
McLean & Eakin	25.00
Northern Michigan Review	463.00
Office Max	390.90
Oleson's	27.54
Payroll Distribution	7,970.26
Petoskey Chamber of Commerce	150.00
Sign & Design	125.00
Stroup, Erhart & Lyons	3,100.00
The 501 Alliance	449.57
Village Inn	60.00
TOTAL	<u><u>14,297.86</u></u>

05/05/08

NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through April 2008

	<u>Jan - Apr '08</u>
Income	
CDRP Funds	
1st Quarter	15,889.28
2nd Quarter	13,241.06
Total CDRP Funds	<u>29,130.34</u>
County Funding	
Charlevoix	7,500.00
Emmet	7,500.00
Total County Funding	<u>15,000.00</u>
Donation	
Mileage	240.00
Theatre Party	225.00
Donation - Other	71.25
Total Donation	<u>536.25</u>
Fees	
ACVS	300.00
Breach of Contract	90.00
Cancellation	20.00
Divorce	390.00
Domestic	60.00
Employer/Employee	300.00
Shoplifting	460.00
SPED	600.00
Total Fees	<u>2,220.00</u>
Fund Raising	
Theatre Party	
Raffle	213.00
Refund	398.62
Sponsor	6,000.00
Tickets	3,125.00
Total Theatre Party	<u>9,736.62</u>
Total Fund Raising	<u>9,736.62</u>
Grants	
Charlevoix Foundation	75.00
Total Grants	<u>75.00</u>
Interest	281.21
Refund	181.00
Rental Income	1,000.00
Training & Workshops	
General Civil	100.00
Special Education	1,200.00
Total Training & Workshops	<u>1,300.00</u>

05/05/08

NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through April 2008

	<u>Jan - Apr '08</u>
VORP	
Charlevoix	1,875.00
Emmet	1,875.00
Total VORP	<u>3,750.00</u>
Total Income	63,210.42
Expense	
Accounting	350.00
Advertising	668.00
Communications	
Internet	287.80
Telephone	569.79
Total Communications	<u>857.59</u>
Contractual	3,895.00
Equipment Expense	
Purchase	189.99
Repair & Maintenance	462.48
Total Equipment Expense	<u>652.47</u>
Fringe Benefits	
Unemployment	593.22
Total Fringe Benefits	<u>593.22</u>
Grant Expense	
Char Found Char Office	566.74
Total Grant Expense	<u>566.74</u>
Insurance	
Worker's Compensation	194.00
Total Insurance	<u>194.00</u>
Occupancy	
Rent	1,500.00
Total Occupancy	<u>1,500.00</u>
Other	
Board	10.00
Executive Director	202.24
Hospitality	257.43
Licenses, Fees, Dues	338.95
PD	12.00
Preventative Shoplifting	27.26
Theatre Party	2,362.43
Total Other	<u>3,210.31</u>
Payroll Expenses	2,548.80
Postage	639.19
Printing	345.00
Salaries and Wages	33,317.37
Supplies	1,509.31

NORTHERN COMMUNITY MEDIATION

Profit & Loss

January through April 2008

05/05/08

	<u>Jan - Apr '08</u>
Training	
40-Hour	600.76
General Civil	399.48
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Total Training	1,000.24
Travel	
Mileage	545.39
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Total Travel	545.39
Void	0.00
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Total Expense	52,392.63
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Net Income	<u>10,817.79</u>

05/05/08

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through April 2008

	<u>Jan - Apr '08</u>
AT&T	745.61
Bert Rousseau	270.22
Cash	300.00
City of Charlevoix	300.00
City Park Grill	60.00
Culligan	72.80
Frankenmuth Insurance	194.00
Gaslight Media	762.80
Glen's Supermarket	15.92
Gordon Food Service	77.88
GT Pie Company	248.58
Hi-Tech	1,263.98
Jane Millar	283.59
Karen Cole	188.87
Keith Lapp	75.00
Kilwin's	7.91
Lawyers Weekly	600.76
Mason & Kammermann	350.00
McLean & Eakin	125.00
Meyer Hardware	47.96
New York Restaurant	60.00
Northern Michigan Review	463.00
Office Max	872.02
Oleson's	106.66
Online Payroll Service Fee	30.00
Payroll Distribution	35,866.17
Petoskey Chamber of Commerce	487.00
Petoskey Cinema	748.00
Pitney Bowes	122.47
Printed Checks	18.95
Reserve Account	500.00
Rotary	174.50
Sign & Design	125.00
St. Francis Xavier	1,500.00
Stroup, Erhart & Lyons	3,100.00
Taylor Rental	454.40
The 501 Alliance	593.22
The Print Shop	937.00
Trophy Case	92.00
Village Inn	120.00
Wal-mart	31.36
TOTAL	<u><u>52,392.63</u></u>

05/05/08

NORTHERN COMMUNITY MEDIATION
Balance Sheet Prev Year Comparison
As of April 30, 2008

	Apr 30, '08	Apr 30, '07	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
CD Bank of N. MI 802164	5,536.30	5,280.22	256.08	4.9%
CD Bank of N. MI 803611	5,970.01	0.00	5,970.01	100.0%
CD Char State Bank 16925	5,277.40	5,020.55	256.85	5.1%
CD Char State Bank 18524	10,765.13	10,542.31	222.82	2.1%
CD Chase 27835	0.00	5,551.36	-5,551.36	-100.0%
CD First Comm. Bank 60302215	7,565.00	6,939.84	625.16	9.0%
CD First Comm. Bank 60302716	5,128.54	0.00	5,128.54	100.0%
CD Nat'l City Bank 4160286236	5,472.24	5,203.00	269.24	5.2%
Checking Chase	20,161.58	9,499.64	10,661.94	112.2%
Petty Cash	100.00	100.00	0.00	0.0%
Savings Chase	27,921.48	27,270.72	650.76	2.4%
Savings NW Bank 710205349	12,534.50	4,645.85	7,888.65	169.8%
Total Checking/Savings	106,432.18	80,053.49	26,378.69	33.0%
Total Current Assets	106,432.18	80,053.49	26,378.69	33.0%
Fixed Assets				
Accumulated Depreciation	-11,213.00	-9,181.00	-2,032.00	-22.1%
Equipment	19,814.14	13,245.19	6,568.95	49.6%
Total Fixed Assets	8,601.14	4,064.19	4,536.95	111.6%
TOTAL ASSETS	115,033.32	84,117.68	30,915.64	36.8%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Accrued Federal Unemp..	-224.00	-224.00	0.00	0.0%
Federal Income Tax Withheld	705.99	719.45	-13.46	-1.9%
Fica Tax Withheld	1,132.83	1,143.09	-10.26	-0.9%
State Income Tax Withheld	1,287.02	281.18	1,005.84	357.7%
Total Other Current Liabilities	2,901.84	1,919.72	982.12	51.2%
Total Current Liabilities	2,901.84	1,919.72	982.12	51.2%
Total Liabilities	2,901.84	1,919.72	982.12	51.2%
Equity				
*Retained Earnings	101,313.70	70,489.25	30,824.45	43.7%
Opening Bal Equity	-0.01	-0.01	0.00	0.0%
Net Income	10,817.79	11,708.72	-890.93	-7.6%
Total Equity	112,131.48	82,197.96	29,933.52	36.4%
TOTAL LIABILITIES & EQUITY	115,033.32	84,117.68	30,915.64	36.8%