

AUGUST FINANCIALS 2016

INCOME CATEGORY	MONTH	2016 YTD	2016 Budget	2016 Project	2015 YTD
CDRP Funds	8,749.42	32,810.32	43,747.09	43,747.09	36,009.69
Agency Funds					
A. Charlevoix County		24,750.00	33,000.00	33,000.00	24,750.00
B. Emmet County		24,333.75	30,900.00	32,445.00	23,175.00
C. VORP Charlevoix	830.00	6,680.00	10,000.00	10,000.00	5,000.00
D. VORP Emmet	736.25	5,153.75	8,835.00	8,835.00	4,375.00
E. CDP Charlevoix		9,120.00	9,120.00	9,120.00	8,000.00
E. Fees for Service	910.00	4,960.00	7,000.00	7,000.00	4,350.00
F. ACVS Fees		3,000.00	3,000.00	4,400.00	1,900.00
G. SPED Fees		4,600.00	3,600.00	4,600.00	
H. Donations		187.45	50.00	187.45	46.90
I. Donor Campaign		470.00	3,500.00	2,000.00	2,522.50
K. Theatre Party - Petoskey					
1. Sponsorships		7,075.00	6,425.00	7,075.00	6,425.00
2. Ticket Sales		4,075.00	2,375.00	4,075.00	2,375.00
3. Other		1,526.50	1,573.00	1,526.50	1,573.90
L Theatre Party - Charlevoix					
1. Sponsorships	700.00	700.00		2,675.00	
2. Ticket Sales				1,000.00	
3. Other					
M. Reimbursement/Rebate		744.64		744.64	1,112.10
N. Interest	15.52	108.20	95.00	140.00	64.65
O. Training					
1. 40-Hour					1,550.00
2. Roundtables					
3. Oakland Mediation		1,000.00		1,000.00	
4. Agreement Writing		300.00		325.00	
P. GovPayNet		160.00		160.00	
Grants					
A. Bay Harbor Foundation					
B. Charlevoix Foundation		2,384.00		2,384.00	2,040.00
C. Petoskey Foundation		5,679.00	3,287.00	5,679.00	2,060.00
D. United Way		500.00	500.00	500.00	2,349.75
E. Charlevoix Lions					
F. Revenue Sharing					
G. Bar Association					2,000.00
H. Women Who Care		6,000.00	6,000.00	6,000.00	
Transfer from Savings					
TOTAL INCOME	11,941.19	146,317.61	173,007.09	188,618.68	131,679.49
In Kind					
A. Accounting Services	800.00	800.00	300.00	300.00	200.00
B. Volunteer Mediators	10,950.00	90,187.50	123,038.00	123,038.00	84,810.00
C. Volunteer Labor		1,550.00			
D. Volunteer Training					600.00
E. Mediation Locations	450.00	3,050.00	5,020.00	5,020.00	2,950.00
F. Rent	1,300.00	10,400.00	15,600.00	15,600.00	10,400.00
G. Equipment/Supplies	50.00	11,193.23	550.00	11,150.00	507.21
H. Cell Phone	107.22	984.26	1,380.00	1,380.00	945.81
I. Theatre Party		3,490.50	3,000.00	3,490.50	3,313.00
J. Training Locations			400.00	400.00	500.00
K. Mileage		46.44	500.00	500.00	
L. GoToMyPC	23.95	205.55	305.00	305.00	213.50
M. Miscellaneous		271.76		271.76	209.30
N. Executive Director	153.97	557.51		400.00	
IN KIND INCOME	13,835.14	122,736.75	150,093.00	161,855.26	104,648.82
TOTAL + IN KIND INCOME	25,776.33	269,054.36	323,100.09	350,473.94	236,328.31

EXPENSE CATEGORY	MONTH	2016 YTD	2016 Budget	2016 Project	2015 YTD
1. Personnel					
A. Salaries	8,138.70	68,922.95	105,803.00	105,803.00	65,717.03
B. FICA	640.42	6,143.97	8,093.93	8,093.93	5,960.88
C. Worker's Compensation			594.00	594.00	
D. Unemployment	198.37	877.13	1,058.03	1,058.03	623.09
E. Insurance/Education	938.80	3,415.06	5,460.00	5,460.00	3,086.67
2. Accounting	2,450.00	3,350.00	2,400.00	3,350.00	1,305.00
3. Advertising	2,820.00	9,277.89	5,712.00	10,158.79	1,470.00
4. Charlevoix Office					
A. Rent	200.00	1,000.00	1,200.00	1,200.00	900.00
B. Telephone	29.99	625.53	1,195.00	745.49	787.50
5.. Communications					
A. Telephone	289.88	1,900.18	2,560.00	2,200.00	1,701.97
B. Internet	15.00	525.93	840.00	840.00	564.00
6. Contractual	180.00	4,793.00	2,880.00	4,800.00	3,788.93
7. Equipment					
A. Purchase		499.00	650.00	650.00	4,131.70
B. Repair & Maintenance			2,800.00	2,800.00	
8. Insurance					
A. Employment Practices			224.00	224.00	
B. Directors & Officers			1,270.00	1,270.00	
C. Commercial Umbrella			300.00	300.00	
D. Business Protection			430.00	430.00	
9. Miscellaneous					10.00
10. Occupancy - Rent	1,000.00	5,000.00	6,000.00	6,000.00	4,000.00
11. Other					
A. Board	25.44	748.43	818.00	818.00	624.59
B. Executive Director		1,298.21	2,030.00	2,100.00	1,472.73
C. Hospitality		315.39	752.63	752.63	563.31
D. Licenses, Fees, Dues	42.00	669.75	1,045.75	1,045.75	697.96
E. PD		255.00	0.00	1,175.00	986.47
F. Staff Retreat			200.00	200.00	
G. Theatre Party - Petoskey		4,017.66	2,641.00	4,017.66	4,042.67
H. Theatre Party - Charlevoix		32.86		2,400.00	
12. Postage	307.36	1,341.79	1,515.00	1,615.00	648.48
13. Printing	848.00	1,752.00	2,950.00	2,950.00	822.50
14. Reimbursement		160.00		160.00	1,044.00
15. Supplies	984.22	2,961.85	2,900.00	3,200.00	2,103.77
16. Training					
A. 40-Hour					5,805.65
B. Roundtables			30.00	30.00	
C. General Civil			1,050.00		
D. Oakland Mediation Center		519.24		519.24	
E. Agreement Writing				1,000.00	
F. Advanced Fall					200.00
17. Travel					
A. Lodging		427.38	180.00	600.00	300.00
B. Meals		117.29	133.00	250.00	
C. Mileage	292.86	2,026.79	7,291.75	7,291.75	1,421.62
D. Other		3.50		5.00	80.97
TOTAL EXPENSES	19,401.04	122,977.78	173,007.09	186,107.27	114,861.49
16. Gain (Loss)	-7,459.85	23,339.83		2,511.41	16,818.00
Comparison of Income & Expenses	11,941.19	146,317.61	173,007.09	188,618.68	131,679.49

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Cash Basis

NORTHERN COMMUNITY MEDIATION
Profit & Loss
August 2016

	<u>Aug 16</u>
Ordinary Income/Expense	
Income	
CDRP Funds	
3rd Quarter	8,749.42
Total CDRP Funds	<u>8,749.42</u>
Fees	
Breach of Contract	200.00
Divorce	500.00
General Civil	150.00
Ord, Statute, Reg.	60.00
Total Fees	<u>910.00</u>
Fund Raising	
Theatre Party Charlevoix	
Supporter	150.00
Sponsor	550.00
Total Theatre Party Charlevoix	<u>700.00</u>
Total Fund Raising	700.00
Interest	15.52
VORP	
Charlevoix	830.00
Emmet	736.25
Total VORP	<u>1,566.25</u>
Total Income	11,941.19
Expense	
Accounting	2,450.00
Advertising	2,820.00
Charlevoix Office	
Rent	200.00
Telephone	29.99
Total Charlevoix Office	<u>229.99</u>
Communications	
Internet	15.00
Telephone	289.88
Total Communications	<u>304.88</u>
Contractual	180.00
Fringe Benefits	
Life Insurance	163.50
Dental Insurance	22.60
Health Insurance	752.70
Unemployment	198.37
Total Fringe Benefits	<u>1,137.17</u>
Occupancy	
Rent	<u>1,000.00</u>

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
August 2016

	<u>Aug 16</u>
Total Occupancy	1,000.00
Other	
Board	25.44
Licenses, Fees, Dues	42.00
Total Other	<u>67.44</u>
Payroll Expenses	640.42
Postage	307.36
Printing	848.00
Salaries and Wages	8,138.70
Supplies	984.22
Travel	
Mileage	292.86
Total Travel	<u>292.86</u>
Total Expense	<u>19,401.04</u>
Net Ordinary Income	<u>-7,459.85</u>
Net Income	<u><u>-7,459.85</u></u>

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NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
August 2016

	<u>Aug 16</u>
Boyne Area Chamber of Commerce	200.00
Charter Communications	319.87
Chemical Bank	495.40
City of Charlevoix	200.00
Dan McGuire	472.00
EPS	180.00
Gaslight Media	45.00
Karen Cole	939.40
Kirstyn Horan	264.56
Kristy Whitman	77.33
Mason & Kammermann	2,450.00
McCardel Water Conditioning	8.00
Meyer Hardware	6.99
Online Payroll Service Fee	42.00
Payroll Distribution	8,779.12
Pitney Bowes	300.00
Sign & Design	2,575.00
St. Francis Xavier	1,000.00
The 501 Alliance	198.37
The Print Shop	848.00
TOTAL	<u><u>19,401.04</u></u>

NORTHERN COMMUNITY MEDIATION
Profit & Loss
 January through August 2016

Jan - Aug 16

Ordinary Income/Expense	
Income	
CDP	9,120.00
CDRP Funds	
1st Quarter	13,124.13
2nd Quarter	10,936.77
3rd Quarter	8,749.42
Total CDRP Funds	32,810.32
County Funding	
Charlevoix	24,750.00
Emmet	24,333.75
Total County Funding	49,083.75
Donation	
Donor Campaign	470.00
Mileage	37.45
Donation - Other	150.00
Total Donation	657.45
Fees	
ACVS	3,000.00
Breach of Contract	1,650.00
Divorce	2,000.00
Domestic	150.00
Employer/Employee	100.00
General Civil	200.00
Ord, Statute, Reg.	160.00
Probate	100.00
Property	350.00
Real Estate	100.00
Shoplifting	150.00
SPED	4,600.00
Total Fees	12,560.00
Fund Raising	
Theatre Party Charlevoix	
Supporter	150.00
Sponsor	550.00
Total Theatre Party Charlevoix	700.00
Theatre Party Petoskey	
Bottle Return	4.00
Donation	733.50
Raffle	364.00
Sponsor	7,075.00
Tickets	4,075.00
Tip Jar	25.00
Theatre Party Petoskey - Other	400.00
Total Theatre Party Petoskey	12,676.50
Total Fund Raising	13,376.50

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NORTHERN COMMUNITY MEDIATION

Profit & Loss

January through August 2016

	<u>Jan - Aug 16</u>
GovPayNet	160.00
Grants	
Charlevoix Foundation	2,384.00
Petoskey Foundation	5,679.00
United Way	500.00
Women Who Care	6,000.00
Total Grants	<u>14,563.00</u>
Interest	108.20
Refund	269.94
Reimbursement Income	474.70
Training & Workshops	
Advanced	300.00
Oakland	1,000.00
Total Training & Workshops	<u>1,300.00</u>
VORP	
Charlevoix	6,680.00
Emmet	5,153.75
Total VORP	<u>11,833.75</u>
Total Income	146,317.61
Expense	
Accounting	3,350.00
Advertising	9,277.89
Charlevoix Office	
Rent	1,000.00
Telephone	625.53
Total Charlevoix Office	<u>1,625.53</u>
Communications	
Internet	525.93
Telephone	1,900.18
Total Communications	<u>2,426.11</u>
Contractual	4,793.00
Equipment Expense	
Purchase	499.00
Total Equipment Expense	<u>499.00</u>
Fringe Benefits	
Life Insurance	163.50
Dental Insurance	90.40
Health Insurance	3,161.16
Unemployment	877.13
Total Fringe Benefits	<u>4,292.19</u>
Occupancy	
Rent	5,000.00
Total Occupancy	<u>5,000.00</u>
Other	

NORTHERN COMMUNITY MEDIATION

Profit & Loss

January through August 2016

	<u>Jan - Aug 16</u>
Board	748.43
Executive Director	1,298.21
Hospitality	315.39
Licenses, Fees, Dues	669.75
PD	255.00
Theatre Party	4,017.66
Theatre Party Charlevoix	32.86
Total Other	7,337.30
Payroll Expenses	6,143.97
Postage	1,341.79
Printing	1,752.00
Reimbursement	
Fees	160.00
Total Reimbursement	160.00
Salaries and Wages	68,922.95
Supplies	2,961.85
Training	
OMC	519.24
Total Training	519.24
Travel	
Lodging	427.38
Meals	117.29
Mileage	2,026.79
Other	3.50
Total Travel	2,574.96
Void	0.00
Total Expense	122,977.78
Net Ordinary Income	23,339.83
Net Income	23,339.83

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NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through August 2016

	<u>Jan - Aug 16</u>
Ability Body in Motion	80.00
Abuzz Creative	540.00
Applied Imaging	50.88
AT&T	1,734.06
Boyne Area Chamber of Commerce	245.00
Central Interconnect	932.50
Charlevoix Chamber of Commerce	230.00
Charter Communications	828.71
Charter Communicatons	53.99
Chase Bank	34.95
Chemical Bank	827.55
City of Charlevoix	1,000.00
City Park Grill	98.80
Conflict Resolution Services	150.00
Dan McGuire	4,795.50
DRER, Inc.	182.98
East Jordan Chamber of Commerce	45.00
Emmet County Recycling	80.00
EPS	744.00
First Bankcard	37.46
First Community Bank	24.39
Gaslight Media	360.00
Gordon Food Service	168.12
GovPayNet	160.00
Harbor Springs Chamber of Commerce	165.00
Jane Millar	3,423.80
Joel Wurster	225.00
Johan's	26.95
John Wiley & Sons, Inc.	360.00
Karen Cole	2,384.76
Kirstyn Horan	2,461.96
Kristy Whitman	77.33
Mason & Kammermann	3,350.00
McCardel Water Conditioning	193.00
MCDRPCA	110.75
Meyer Hardware	19.45
Northern Lakes Economic Alliance	20.00
Northern Michigan Review	1,091.30
Office Max	159.25
Oleson's	70.40
On The Throttle	2,245.00
Online Payroll Service Fee	112.00
Parrot Film Company	1,800.00
Payroll Distribution	74,842.92
Petoskey Chamber of Commerce	660.00
Petoskey Cinema	1,412.50
Pitney Bowes	1,304.95
PMP	224.00
Rotary	296.25
Rotary Club of Petoskey	440.50
Sign & Design	2,700.00
Sky's the Limit	30.00
Spectrum Business	314.88

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Cash Basis

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through August 2016

	<u>Jan - Aug 16</u>
St. Francis Xavier	5,000.00
State of Michigan	20.00
Taylor Rental	499.50
The 501 Alliance	877.13
The Print Shop	2,323.00
Trophy Case	31.80
Weathervane	260.51
Zonta	40.00
TOTAL	<u><u>122,977.78</u></u>

NORTHERN COMMUNITY MEDIATION
Balance Sheet Prev Year Comparison
 As of August 31, 2016

	Aug 31, 16	Aug 31, 15	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
CD Bank of N. MI [REDACTED]	0.00	6,562.90	-6,562.90	-100.0%
CD Bank of N. MI [REDACTED]	0.00	6,194.32	-6,194.32	-100.0%
CD Bank of N. MI [REDACTED]	0.00	6,366.52	-6,366.52	-100.0%
CD Char State Bank [REDACTED]	5,964.49	5,940.69	23.80	0.4%
CD Char State Bank [REDACTED]	12,208.47	12,165.82	42.65	0.4%
CD Chemical Bank [REDACTED]	6,582.63	0.00	6,582.63	100.0%
CD Chemical Bank [REDACTED]	6,225.39	0.00	6,225.39	100.0%
CD Chemical Bank [REDACTED]	6,406.41	0.00	6,406.41	100.0%
CD First Comm. Bank [REDACTED]	7,844.98	7,821.49	23.49	0.3%
CD First Comm. Bank [REDACTED]	5,593.36	5,576.60	16.76	0.3%
Checking 1st Community Bank	44,232.90	0.00	44,232.90	100.0%
Checking Chase	0.00	34,666.48	-34,666.48	-100.0%
Money Market Fifth Third	5,000.21	0.00	5,000.21	100.0%
Money Market PNC	5,000.25	0.00	5,000.25	100.0%
Petty Cash	100.00	100.00	0.00	0.0%
Savings Bay Winds	15,815.22	15,791.58	23.64	0.2%
Savings Chase	8,092.43	18,086.77	-9,994.34	-55.3%
Savings Chemical Bank	20,291.26	20,280.26	11.00	0.1%
Total Checking/Savings	149,358.00	139,553.43	9,804.57	7.0%
Total Current Assets	149,358.00	139,553.43	9,804.57	7.0%
Fixed Assets				
Accumulated Depreciation	-27,646.79	-24,925.79	-2,721.00	-10.9%
Equipment				
Purchase	12,327.70	6,022.00	6,305.70	104.7%
Equipment - Other	26,910.05	26,910.05	0.00	0.0%
Total Equipment	39,237.75	32,932.05	6,305.70	19.2%
Total Fixed Assets	11,590.96	8,006.26	3,584.70	44.8%
Other Assets				
Investments - CCCF	11,677.77	11,150.00	527.77	4.7%
Investments - PHSACF	13,457.15	12,740.00	717.15	5.6%
Total Other Assets	25,134.92	23,890.00	1,244.92	5.2%
TOTAL ASSETS	186,083.88	171,449.69	14,634.19	8.5%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Federal Income Tax Withheld	653.00	541.00	112.00	20.7%
Fica Tax Withheld	1,232.39	975.97	256.42	26.3%
Michigan Unemployment	1,003.78	933.50	70.28	7.5%
State Income Tax Withheld	331.04	260.43	70.61	27.1%
Total Other Current Liabilities	3,220.21	2,710.90	509.31	18.8%
Total Current Liabilities	3,220.21	2,710.90	509.31	18.8%
Total Liabilities	3,220.21	2,710.90	509.31	18.8%
Equity				
*Retained Earnings	159,523.85	151,920.80	7,603.05	5.0%
Opening Bal Equity	-0.01	-0.01	0.00	0.0%
Net Income	23,339.83	16,818.00	6,521.83	38.8%
Total Equity	182,863.67	168,738.79	14,124.88	8.4%
TOTAL LIABILITIES & EQUITY	186,083.88	171,449.69	14,634.19	8.5%