

**INCOME AND EXPENSE STATEMENT
FEBRUARY 2007**

INCOME CATEGORY	MONTH	YTD	PROJECTED	BUDGET
CDRP Funds		20,585.12	68,617.00	68,617.08
Agency Funds				
A. Charlevoix County		7,500.00	30,000.00	30,000.00
B. Emmet County	7,500.00	7,500.00	30,000.00	30,000.00
C. Cheboygan County				
D. VORP Charlevoix		625.00	7,500.00	7,500.00
E. VORP Emmet	625.00	625.00	7,500.00	7,500.00
F. Donations	20.00	105.00	400.00	400
G. Fees for Service	1,220.00	1,350.00	2,000.00	1,500.00
H. Designated Gifts				
I. SPED				
J. Theatre Party				
1. Sponsorships	4,250.00	4,250.00	5,875.00	4,500.00
2. Ticket Sales	550.00	550.00	3,500.00	4,500.00
3. Other				
K. Reimbursement/Rebate				
L. Interest		55.28	120.00	120
M. Training				
1. 40-Hour				600
2. Fifer				
3. LTBB				
4. Char-Em ISD/SPED				
Grants				
A. Charlevoix Foundation				
B. Petoskey Foundation				
C. Revenue Sharing				
D. Charlevoix Lions				
Rent	100.00	100.00	1,200.00	1,200.00
REAL INCOME	14,265.00	43,245.40	156,712.00	156,437.08
Fund Balance/Previous Year		12,285.05	12,285.05	8,417.94
ACTUAL INCOME	14,265.00	55,530.45	168,997.05	164,855.02
In Kind				
A. Accounting Services			400.00	400
B. Volunteer Mediators	11,449.50	27,837.00	150,000.00	30,000.00
C. Volunteer Labor				
D. Volunteer Training				
E. Mediation Locations	250.00	800.00	3,000.00	3,000.00
F. Rent	1,300.00	2,600.00	15,600.00	15,600.00
G. Equipment/Supplies	1.57	1.57	1.57	
H. Cell Phone	45.24	90.33	550.00	550
I. Theatre Party				1,500.00
IN KIND INCOME	13,046.31	31,328.90	169,551.57	51,050.00
TOTAL INCOME	27,311.31	86,859.35	338,548.62	215,905.02

EXPENSE CATEGORY	MONTH	YTD	PROJECTED	BUDGET
1. Personnel				
A. Salaries	7,470.92	14,941.84	97,122.00	97,122.00
B. FICA	571.52	1,143.04	7,429.84	7,429.84
C. Worker's Compensation		56.00	1,456.83	1,456.83
D. Unemployment			971.22	971.22
2. Accounting			4,400.00	4,400.00
3. Training				
A. 40-Hour	637.50	637.50	3,000.00	3,000.00
B. LTBB				
C. Fifer				
D. Char-Em Americorps				
4. Contractual	160.00	250.00	1,500.00	1,500.00
5. Travel				
A. Lodging	90.00	90.00	400.00	400.00
B. Meals	24.35	24.35	500.00	500.00
C. Mileage	247.85	263.87	6,000.00	6,000.00
D. Other				
6. Equipment				
A. Purchase			1,000.00	1,000.00
B. Repair & Maintenance	51.88	157.86	1,000.00	1,000.00
7. Operating Expenses				
A. Occupancy - Rent	300.00	600.00	3,600.00	3,600.00
B. Supplies	284.38	455.19	2,600.00	2,600.00
C. Communications				
1. Telephone	278.76	278.76	2,900.00	4,000.00
2. Internet	71.95	141.90	1,200.00	1,200.00
D. Postage	86.47	86.47	2,000.00	2,000.00
E. Printing			2,550.00	2,550.00
F. Insurance				
1. Employment Practices			325.00	325.00
2. Directors & Officers			1,700.00	1,700.00
3. Commercial Umbrella			440.00	440.00
4. Business Protection			510.00	510.00
8. Advertising			500.00	500.00
9. Other				
A. Board	233.60	233.60	300.00	100.00
B. Executive Director	39.51	217.01	1,200.00	1,200.00
C. Hospitality	51.96	51.96	1,000.00	1,000.00
D. PD			1,000.00	1,000.00
E. Licenses, Fees, Dues		37.40	300.00	300.00
F. Annual Meeting	2.65	457.65	457.65	400.00
G. Theatre Party			3,000.00	3,000.00
H. Tax				
10. Grants				
A. Charlevoix Foundation				
B. Petoskey Foundation				
11. Charlevoix Office				
A. Rent	100.00	200.00	1,200.00	1,200.00
B. Telephone	62.15	62.15	480.00	600.00
C. Internet	76.39	153.81	200.00	900.00
Total Expenses	10,841.84	20,540.36	152,242.54	153,904.89
12. Gain (Loss)				
B. Fund Balance to Next Year				9,750.13
TOTAL	10,841.84	20,540.36	152,242.54	163,655.02

03/02/07

NORTHERN COMMUNITY MEDIATION
Profit & Loss
February 2007

	Feb '07
Income	
County Funding	
Emmet	7,500.00
Total County Funding	7,500.00
Donation	20.00
Fees	
ACVS	500.00
Divorce	120.00
SPED	600.00
Total Fees	1,220.00
Fund Raising	
Theatre Party	
Sponsor	4,250.00
Tickets	550.00
Total Theatre Party	4,800.00
Total Fund Raising	4,800.00
Rental Income	100.00
VORP	
Emmet	625.00
Total VORP	625.00
Total Income	14,265.00
Expense	
Charlevoix Office	
Internet	76.39
Rent	100.00
Telephone	62.15
Total Charlevoix Office	238.54
Communications	
Internet	71.95
Telephone	278.76
Total Communications	350.71
Contractual	160.00
Equipment Expense	
Repair & Maintenance	51.88
Total Equipment Expense	51.88
Occupancy	
Rent	300.00
Total Occupancy	300.00



03/02/07

NORTHERN COMMUNITY MEDIATION
Profit & Loss
February 2007

	Feb '07
Other	
Annual Meeting	2.65
Board	233.60
Executive Director	39.51
Hospitality	51.96
Total Other	327.72
Payroll Expenses	571.52
Postage	86.47
Salaries and Wages	7,470.92
Supplies	284.38
Training	
40-Hour	637.50
Total Training	637.50
Travel	
Lodging	90.00
Meals	24.35
Mileage	247.85
Total Travel	362.20
Total Expense	10,841.84
Net Income	3,423.16



03/05/07

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
February 2007

	<u>Feb '07</u>
AT&T	76.39
Bert Rousseau	43.15
City of Charlevoix	100.00
Culligan	21.80
Gaslight Media	71.95
Gordon Food Service	14.31
Hi-Tech	211.88
Jane Millar	478.11
Lawyers Weekly	637.50
LDMI	340.91
Meyer Hardware	1.87
Office Max	93.46
Pat Dull	31.02
Payroll Distribution	8,042.44
Petoskey Chamber of Commerce	25.00
Pitney Bowes	86.47
Sky's the Limit	31.98
St. Francis Xavier	300.00
Stafford's Hospitality	233.60
TOTAL	<u>10,841.84</u>



03/05/07

NORTHERN COMMUNITY MEDIATION

Profit & Loss

January through February 2007

	Jan - Feb '07
Income	
CDRP Funds	
1st Quarter	20,585.12
Total CDRP Funds	20,585.12
County Funding	
Charlevoix	7,500.00
Emmet	7,500.00
Total County Funding	15,000.00
Donation	105.00
Fees	
ACVS	500.00
Breach of Contract	30.00
Divorce	180.00
Domestic	40.00
SPED	600.00
Total Fees	1,350.00
Fund Raising	
Theatre Party	
Sponsor	4,250.00
Tickets	550.00
Total Theatre Party	4,800.00
Total Fund Raising	4,800.00
Interest	55.28
Rental Income	100.00
VORP	
Charlevoix	625.00
Emmet	625.00
Total VORP	1,250.00
Total Income	43,245.40
Expense	
Charlevoix Office	
Internet	153.81
Rent	200.00
Telephone	62.15
Total Charlevoix Office	415.96
Communications	
Internet	141.90
Telephone	278.76
Total Communications	420.66
Contractual	250.00
Equipment Expense	
Repair & Maintenance	157.86
Total Equipment Expense	157.86

03/05/07

NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through February 2007

	Jan - Feb '07
Insurance	
Worker's Compensation	56.00
Total Insurance	56.00
Occupancy	
Rent	600.00
Total Occupancy	600.00
Other	
Annual Meeting	457.65
Board	233.60
Executive Director	217.01
Hospitality	51.96
Licenses, Fees, Dues	37.40
Total Other	997.62
Payroll Expenses	1,143.04
Postage	86.47
Salaries and Wages	14,941.84
Supplies	455.19
Training	
40-Hour	637.50
Total Training	637.50
Travel	
Lodging	90.00
Meals	24.35
Mileage	263.87
Total Travel	378.22
Total Expense	20,540.36
Net Income	22,705.04



03/05/07

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through February 2007

	Jan - Feb '07
AT&T	153.81
Bert Rousseau	43.15
City of Charlevoix	200.00
Culligan	43.60
Dog Eat Dog Graphic Designs	90.00
Frankenmuth Insurance	56.00
Gaslight Media	141.90
Gordon Food Service	14.31
Hi-Tech	317.86
Jane Millar	478.11
Latitude	180.00
Lawyers Weekly	637.50
LDMI	340.91
Meyer Hardware	1.87
Northern Michigan Hospital	83.00
Office Max	242.47
Online Payroll Service Fee	20.00
Pat Dull	47.04
Payroll Distribution	16,084.88
Petoskey Chamber of Commerce	25.00
Pitney Bowes	86.47
Printed Checks	17.40
Rotary	177.50
Sky's the Limit	31.98
St. Francis Xavier	600.00
Stafford's Hospitality	233.60
Trophy Case	192.00
TOTAL	<u>20,540.36</u>



08/06/07

NORTHERN COMMUNITY MEDIATION
Balance Sheet Prev Year Comparison
As of February 28, 2007

	Feb 28, '07	Feb 28, '06	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
CD Bank of Northern Michigan	5,215.91	5,000.00	215.91	4.3%
CD Bank One	5,551.36	5,406.36	145.00	2.7%
CD Charlevoix State Bank	15,268.23	0.00	15,268.23	100.0%
CD First Community Bank	6,939.84	6,754.51	185.33	2.7%
CD National City Bank	5,203.00	5,000.00	203.00	4.1%
Checking Charlevoix State Bank	0.00	53,891.66	-53,891.66	-100.0%
Checking Chase	22,255.90	0.00	22,255.90	100.0%
Petty Cash	100.00	100.00	0.00	0.0%
Savings Chase	27,129.55	0.00	27,129.55	100.0%
Savings Northwestern Bank	3,441.23	3,424.31	16.92	0.5%
Total Checking/Savings	91,105.02	79,576.84	11,528.18	14.5%
Total Current Assets	91,105.02	79,576.84	11,528.18	14.5%
Fixed Assets				
Accumulated Depreciation	-9,181.00	-7,806.00	-1,375.00	-17.6%
Equipment	13,245.19	13,245.19	0.00	0.0%
Total Fixed Assets	4,064.19	5,439.19	-1,375.00	-25.3%
TOTAL ASSETS	95,169.21	85,016.03	10,153.18	11.9%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Accrued Federal Unemp..	-224.00	-224.00	0.00	0.0%
Federal Income Tax Withheld	719.45	388.42	331.03	85.2%
Fica Tax Withheld	1,143.09	764.31	378.78	49.6%
State Income Tax Withheld	562.36	383.14	179.22	46.8%
Total Other Current Liabilities	2,200.90	1,311.87	889.03	67.8%
Total Current Liabilities	2,200.90	1,311.87	889.03	67.8%
Total Liabilities	2,200.90	1,311.87	889.03	67.8%
Equity				
*Retained Earnings	70,194.62	54,286.44	15,908.18	29.3%
Opening Bal Equity	-0.01	-0.01	0.00	0.0%
Net Income	22,773.70	29,417.73	-6,644.03	-22.6%
Total Equity	92,968.31	83,704.16	9,264.15	11.1%
TOTAL LIABILITIES & EQUITY	95,169.21	85,016.03	10,153.18	11.9%