

**INCOME AND EXPENSE STATEMENT  
JANUARY 2008**

<b>INCOME CATEGORY</b>	<b>MONTH</b>	<b>YTD</b>	<b>PROJECTED</b>	<b>BUDGET</b>
CDRP Funds	15,889.28	15,889.28	52,964.25	52,964.25
Agency Funds				
A. Charlevoix County			30,000.00	30,000.00
B. Emmet County			30,000.00	30,000.00
C. VORP Charlevoix			7,500.00	7,500.00
D. VORP Emmet			7,500.00	7,500.00
E. Donations	240.00	240.00	450.00	450.00
F. Fees for Service	130.00	130.00	3,000.00	3,000.00
G. Designated Gifts				
H. Donor Campaign			3,000.00	3,000.00
I. SPED				
J. Theatre Party				
1. Sponsorships			5,000.00	5,000.00
2. Ticket Sales			4,500.00	4,500.00
3. Other				
K. Reimbursement/Rebate				
L. Interest	68.22	68.22	1,000.00	1,000.00
M. 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	100.00	300.00
4. Char-Em ISD/SPED			600.00	600.00
N. Refund/Rebate				
Grants				
A. Char Found Char Office				
B. Petoskey Foundation				
C. Revenue Sharing				
D. United Way				
Rent	400.00	400.00	2,600.00	2,400.00
<b>TOTAL INCOME</b>	<b>16,827.50</b>	<b>16,827.50</b>	<b>154,414.25</b>	<b>154,414.25</b>
In Kind				
A. Accounting Services			400.00	400.00
B. Volunteer Mediators	13,500.00	13,500.00	80,000.00	80,000.00
C. Volunteer Labor				
D. Volunteer Training	3,600.00	3,600.00	5,000.00	
E. Mediation Locations	350.00	350.00	3,000.00	3,000.00
F. Rent	1,300.00	1,300.00	15,600.00	15,600.00
G. Equipment/Supplies				
H. Cell Phone	58.36	58.36	600.00	600.00
I. Theatre Party			800.00	800.00
J. Mileage	66.31	66.31	66.31	
K. Training Locations	300.00	300.00	2,300.00	450.00
<b>IN KIND INCOME</b>	<b>19,174.67</b>	<b>19,174.67</b>	<b>107,766.31</b>	<b>100,850.00</b>
<b>TOTAL INCOME</b>	<b>36,002.17</b>	<b>36,002.17</b>	<b>262,180.56</b>	<b>255,264.25</b>

EXPENSE CATEGORY	MONTH	YTD	PROJECTED	BUDGET
1. Personnel				
A. Salaries	7,403.86	7,403.86	96,250.00	96,250.00
B. FICA	566.40	566.40	7,363.13	7,363.13
C. Worker's Compensation	194.00	194.00	531.00	531.00
D. Unemployment			962.50	962.50
2. Accounting			3,500.00	3,500.00
3. Training				
A. 40-Hour			4,500.00	4,500.00
B. Update			2,700.00	2,700.00
C. General Civil	399.48	399.48	399.48	300.00
D. Char-Em ISD/SPED				
4. Contractual	40.00	40.00	2,200.00	2,200.00
5. Travel				
A. Lodging			500.00	500.00
B. Meals			500.00	500.00
C. Mileage	34.34	34.34	7,500.00	7,500.00
D. Other				
6. Equipment				
A. Purchase	189.99	189.99	1,000.00	1,000.00
B. Repair & Maintenance	25.00	25.00	1,100.00	1,100.00
7. Operating Expenses				
A. Occupancy - Rent	500.00	500.00	6,000.00	6,000.00
B. Supplies	615.95	615.95	2,200.00	2,200.00
C. Communications				
1. Telephone	141.52	141.52	2,000.00	2,000.00
2. Internet	71.95	71.95	1,000.00	1,000.00
D. Postage			2,000.00	2,000.00
E. Printing			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	50.00	50.00	200.00	200.00
9. Other				
A. Board	10.00	10.00	250.00	250.00
B. Executive Director	149.50	149.50	1,200.00	1,200.00
C. Hospitality			1,000.00	1,000.00
D. PD			500.00	500.00
E. Licenses, Fees, Dues	275.00	275.00	300.00	300.00
F. Annual Meeting			350.00	350.00
G. Theatre Party			2,800.00	2,800.00
H. Preventative Shoplifting				
10. Grants				
A. Char Found Char Office	163.30	163.30	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
<b>Total Expenses</b>	<b>10,830.29</b>	<b>10,830.29</b>	<b>155,941.11</b>	<b>155,841.63</b>
12. Gain (Loss)				-1,427.38
<b>TOTAL</b>	<b>10,830.29</b>	<b>10,830.29</b>	<b>155,941.11</b>	<b>154,414.25</b>

02/05/08

**NORTHERN COMMUNITY MEDIATION**  
**Profit & Loss**  
January 2008

	<u>Jan '08</u>
<b>Income</b>	
<b>CDRP Funds</b>	
1st Quarter	15,889.28
<b>Total CDRP Funds</b>	15,889.28
<b>Donation</b>	
Mileage	240.00
<b>Total Donation</b>	240.00
<b>Fees</b>	
Cancellation	20.00
Divorce	90.00
Shoplifting	20.00
<b>Total Fees</b>	130.00
<b>Interest</b>	68.22
<b>Rental Income</b>	400.00
<b>Training &amp; Workshops</b>	
General Civil	100.00
<b>Total Training &amp; Workshops</b>	100.00
<b>Total Income</b>	16,827.50
<b>Expense</b>	
<b>Advertising</b>	50.00
<b>Communications</b>	
Internet	71.95
Telephone	141.52
<b>Total Communications</b>	213.47
<b>Contractual</b>	40.00
<b>Equipment Expense</b>	
Purchase	189.99
Repair & Maintenance	25.00
<b>Total Equipment Expense</b>	214.99
<b>Grant Expense</b>	
Char Found Char Office	163.30
<b>Total Grant Expense</b>	163.30
<b>Insurance</b>	
Worker's Compensation	194.00
<b>Total Insurance</b>	194.00
<b>Occupancy</b>	
Rent	500.00
<b>Total Occupancy</b>	500.00

02/05/08

**NORTHERN COMMUNITY MEDIATION**  
**Profit & Loss**  
January 2008

	<u>Jan '08</u>
<b>Other</b>	
Board	10.00
Executive Director	149.50
Licenses, Fees, Dues	275.00
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<b>Total Other</b>	434.50
<b>Payroll Expenses</b>	566.40
<b>Salaries and Wages</b>	7,403.86
<b>Supplies</b>	615.95
<b>Training</b>	
General Civil	399.48
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<b>Total Training</b>	399.48
<b>Travel</b>	
Mileage	34.34
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<b>Total Travel</b>	34.34
<b>Void</b>	0.00
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<b>Total Expense</b>	10,830.29
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<b>Net Income</b>	5,997.21
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02/05/08

**NORTHERN COMMUNITY MEDIATION**  
**Expenses by Vendor Summary**  
January 2008

	<u>Jan '08</u>
AT&T	188.90
Bert Rousseau	34.34
City of Charlevoix	100.00
Culligan	18.70
Frankenmuth Insurance	194.00
Gaslight Media	71.95
Glen's Supermarket	15.92
GT Pie Company	248.58
Hi-Tech	546.50
McLean & Eakin	100.00
Office Max	342.11
Oleson's	14.53
Online Payroll Service Fee	10.00
Payroll Distribution	7,970.26
Petoskey Chamber of Commerce	300.00
Rotary	174.50
St. Francis Xavier	500.00
<b>TOTAL</b>	<u><u>10,830.29</u></u>

02/05/08

**NORTHERN COMMUNITY MEDIATION**  
**Balance Sheet Prev Year Comparison**  
As of January 31, 2008

	Jan 31, '08	Jan 31, '07	\$ Change	% Change
<b>ASSETS</b>				
Current Assets				
Checking/Savings				
CD Bank of N. MI 802164	5,734.41	5,215.91	518.50	9.9%
CD Bank of N. MI 803611	5,899.36	0.00	5,899.36	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	23,228.48	18,551.55	4,676.93	25.2%
Petty Cash	100.00	100.00	0.00	0.0%
Savings Chase	27,843.72	27,074.44	769.28	2.8%
Savings NW Bank 710205349	4,663.34	3,441.23	1,222.11	35.5%
<b>Total Checking/Savings</b>	<b>101,677.62</b>	<b>87,640.19</b>	<b>14,037.43</b>	<b>16.0%</b>
<b>Total Current Assets</b>	<b>101,677.62</b>	<b>87,640.19</b>	<b>14,037.43</b>	<b>16.0%</b>
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%
<b>Total Fixed Assets</b>	<b>8,601.14</b>	<b>4,064.19</b>	<b>4,536.95</b>	<b>111.6%</b>
<b>TOTAL ASSETS</b>	<b>110,278.76</b>	<b>91,704.38</b>	<b>18,574.38</b>	<b>20.3%</b>
<b>LIABILITIES &amp; EQUITY</b>				
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	1,132.84	1,143.08	-10.24	-0.9%
State Income Tax Withheld	1,211.50	281.18	930.32	330.9%
<b>Total Other Current Liabilities</b>	<b>2,826.33</b>	<b>1,919.71</b>	<b>906.62</b>	<b>47.2%</b>
<b>Total Current Liabilities</b>	<b>2,826.33</b>	<b>1,919.71</b>	<b>906.62</b>	<b>47.2%</b>
<b>Total Liabilities</b>	<b>2,826.33</b>	<b>1,919.71</b>	<b>906.62</b>	<b>47.2%</b>
Equity				
*Retained Earnings	101,455.23	70,489.25	30,965.98	43.9%
Opening Bal Equity	-0.01	-0.01	0.00	0.0%
Net Income	5,997.21	19,295.43	-13,298.22	-68.9%
<b>Total Equity</b>	<b>107,452.43</b>	<b>89,784.67</b>	<b>17,667.76</b>	<b>19.7%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>110,278.76</b>	<b>91,704.38</b>	<b>18,574.38</b>	<b>20.3%</b>