

JANUARY FINANCIALS 2016

INCOME CATEGORY	MONTH	2016 YTD	2016 Budget	2016 Project	2015 YTD
CDRP Funds	13,124.13	13,124.13	43,747.09	43,747.09	14,403.88
Agency Funds					
A. Charlevoix County			33,000.00	33,000.00	
B. Emmet County			30,900.00	30,900.00	
C. VORP Charlevoix			10,000.00	10,000.00	
D. VORP Emmet			8,835.00	8,835.00	
E. CDP Charlevoix			9,120.00	9,120.00	
E. Fees for Service	500.00	500.00	7,000.00	7,000.00	200.00
F. ACVS Fees			3,000.00	3,000.00	
G. SPED Fees			3,600.00	3,600.00	
H. Donations	187.45	187.45	50.00	50.00	46.90
I. Donor Campaign	150.00	150.00	3,500.00	3,500.00	375.00
K. Theatre Party					
1. Sponsorships	600.00	600.00	6,425.00	6,425.00	
2. Ticket Sales	50.00	50.00	2,375.00	2,375.00	
3. Other			1,573.00	1,573.00	
L. Reimbursement/Rebate					23.10
M. Interest	0.66	0.66	95.00	95.00	9.38
N. Training					
1. 40-Hour					
2. Roundtables					
Grants					
A. Bay Harbor Foundation					
B. Charlevoix Foundation					
C. Petoskey Foundation	3,287.00	3,287.00	3,287.00	3,287.00	
D. United Way			500.00	500.00	
E. Charlevoix Lions					
F. Revenue Sharing					
G. Women's Club					
H. Women Who Care	6,000.00	6,000.00	6,000.00	6,000.00	
Transfer from Savings					
TOTAL INCOME	23,899.24	23,899.24	173,007.09	173,007.09	15,058.26
In Kind					
A. Accounting Services			300.00	300.00	
B. Volunteer Mediators	12,937.50	12,937.50	123,038.00	123,038.00	4,642.50
C. Volunteer Labor					
D. Volunteer Training					
E. Mediation Locations	600.00	600.00	5,020.00	5,020.00	350.00
F. Rent	1,300.00	1,300.00	15,600.00	15,600.00	1,300.00
G. Equipment/Supplies			550.00	550.00	28.58
H. Cell Phone	216.96	216.96	1,380.00	1,380.00	
I. Theatre Party			3,000.00	3,000.00	
J. Training Locations			400.00	400.00	
K. Mileage			500.00	500.00	
L. GoToMyPC	21.95	21.95	305.00	305.00	19.95
M. Refund					
N. Miscellaneous	35.62	35.62			
IN KIND INCOME	15,076.41	15,076.41	150,093.00	150,093.00	6,341.03
TOTAL + IN KIND INCOME	38,975.65	38,975.65	323,100.09	323,100.09	21,399.29

EXPENSE CATEGORY	MONTH	2016 YTD	2016 Budget	2016 Project	2015 YTD
1. Personnel					
A. Salaries	7,818.70	7,818.70	105,803.00	105,803.00	7,705.62
B. FICA	815.49	815.49	8,093.93	8,093.93	803.69
C. Worker's Compensation			594.00	594.00	
D. Unemployment	106.14	106.14	1,058.03	1,058.03	101.54
E. Insurance/Education			5,460.00	5,460.00	
2. Accounting			2,400.00	2,400.00	
3. Advertising	397.98	397.98	5,712.00	5,712.00	195.00
4. Charlevoix Office					
A. Rent	100.00	100.00	1,200.00	1,200.00	200.00
B. Telephone			1,195.00	1,195.00	91.56
5.. Communications					
A. Telephone			2,560.00	2,560.00	211.27
B. Internet			840.00	840.00	45.00
6. Contractual	160.00	160.00	2,880.00	2,880.00	137.50
7. Equipment					
A. Purchase			650.00	650.00	
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. Occupancy - Rent	500.00	500.00	6,000.00	6,000.00	1,000.00
10. Other					
A. Board			818.00	818.00	35.53
B. Executive Director	476.25	476.25	2,030.00	2,030.00	363.95
C. Hospitality			752.63	752.63	96.30
D. Licenses, Fees, Dues	10.00	10.00	1,045.75	1,045.75	382.95
E. PD	150.00	150.00	0.00	0.00	
F. Staff Retreat			200.00	200.00	
G. Theatre Party			2,641.00	2,641.00	
11. Postage			1,515.00	1,515.00	9.80
12. Printing			2,950.00	2,950.00	
13. Reimbursement					
14. Supplies	68.18	68.18	2,900.00	2,900.00	326.01
15. Training					
A. 40-Hour					
B. Roundtables			30.00	30.00	
C. General Civil			1,050.00	1,050.00	
16. Travel					
A. Lodging			180.00	180.00	
B. Meals			133.00	133.00	
C. Mileage	80.46	80.46	7,291.75	7,291.75	
D. Other					
TOTAL EXPENSES	10,683.20	10,683.20	173,007.09	173,007.09	11,705.72
16. Gain (Loss)	13,216.04	13,216.04			3,352.54
Comparison of Income & Expenses	23,899.24	23,899.24	173,007.09	173,007.09	15,058.26

NORTHERN COMMUNITY MEDIATION
Profit & Loss
January 2016

	Jan 16
Income	
CDRP Funds	
1st Quarter	13,124.13
Total CDRP Funds	13,124.13
Donation	
Donor Campaign	150.00
Mileage	37.45
Donation - Other	150.00
Total Donation	337.45
Fees	
Breach of Contract	50.00
Divorce	300.00
General Civil	50.00
Probate	100.00
Total Fees	500.00
Fund Raising	
Theatre Party	
Sponsor	600.00
Tickets	50.00
Total Theatre Party	650.00
Total Fund Raising	650.00
Grants	
Petoskey Foundation	3,287.00
Women Who Care	6,000.00
Total Grants	9,287.00
Interest	0.66
Total Income	23,899.24
Expense	
Advertising	397.98
Charlevoix Office	
Rent	100.00
Total Charlevoix Office	100.00
Contractual	160.00
Fringe Benefits	
Unemployment	106.14
Total Fringe Benefits	106.14
Occupancy	
Rent	500.00
Total Occupancy	500.00
Other	
Executive Director	476.25
Licenses, Fees, Dues	10.00
PD	150.00

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Cash Basis

NORTHERN COMMUNITY MEDIATION
Profit & Loss
January 2016

	<u>Jan 16</u>
Total Other	636.25
Payroll Expenses	815.49
Salaries and Wages	7,818.70
Supplies	68.18
Travel	
Mileage	80.46
Total Travel	<u>80.46</u>
Total Expense	<u>10,683.20</u>
Net Income	<u><u>13,216.04</u></u>

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Cash Basis

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January 2016

	<u>Jan 16</u>
Boyne Area Chamber of Commerce	45.00
Charlevoix Chamber of Commerce	230.00
Chase Bank	22.95
City of Charlevoix	100.00
Conflict Resolution Services	150.00
Dan McGuire	160.00
DRER, Inc.	182.98
East Jordan Chamber of Commerce	45.00
Gordon Food Service	45.23
Karen Cole	95.46
Online Payroll Service Fee	10.00
Payroll Distribution	8,634.19
Petoskey Chamber of Commerce	60.00
Rotary	296.25
St. Francis Xavier	500.00
The 501 Alliance	106.14
TOTAL	<u>10,683.20</u>

NORTHERN COMMUNITY MEDIATION Balance Sheet Prev Year Comparison

As of January 31, 2016

	Jan 31, 16	Jan 31, 15	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
CD Bank of N. MI 803611	0.00	6,548.20	-6,548.20	-100.0%
CD Bank of N. MI 804631	0.00	6,178.99	-6,178.99	-100.0%
CD Bank of N. MI 806536	0.00	6,350.68	-6,350.68	-100.0%
CD Char State Bank 18756	5,964.49	5,940.69	23.80	0.4%
CD Char State Bank 18910	12,208.47	12,165.82	42.65	0.4%
CD Chemical Bank 803611	6,567.86	0.00	6,567.86	100.0%
CD Chemical Bank 804631	6,202.13	0.00	6,202.13	100.0%
CD Chemical Bank 806536	6,374.54	0.00	6,374.54	100.0%
CD First Comm. Bank 60302215	7,844.98	7,821.49	23.49	0.3%
CD First Comm. Bank 60302716	5,593.36	5,576.60	16.76	0.3%
Checking Chase	33,332.47	21,120.13	12,212.34	57.8%
Money Market Fifth Third	5,000.00	0.00	5,000.00	100.0%
Money Market PNC	5,000.00	0.00	5,000.00	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	8,090.43	18,081.53	-9,991.10	-55.3%
Savings Chemical Bank	20,285.36	20,276.10	9.26	0.1%
Total Checking/Savings	138,379.31	125,951.81	12,427.50	9.9%
Total Current Assets	138,379.31	125,951.81	12,427.50	9.9%
Fixed Assets				
Accumulated Depreciation	-22,885.95	-20,362.95	-2,523.00	-12.4%
Equipment				
Maintenance	190.00	190.00	0.00	0.0%
Purchase	658.00	658.00	0.00	0.0%
Equipment - Other	19,814.14	19,814.14	0.00	0.0%
Total Equipment	20,662.14	20,662.14	0.00	0.0%
Total Fixed Assets	-2,223.81	299.19	-2,523.00	-843.3%
Other Assets				
Investments - CCCF	11,677.77	12,134.67	-456.90	-3.8%
Investments - PHSACF	13,598.44	13,945.42	-346.98	-2.5%
Total Other Assets	25,276.21	26,080.09	-803.88	-3.1%
TOTAL ASSETS	161,431.71	152,331.09	9,100.62	6.0%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Federal Income Tax Withheld	718.00	638.00	80.00	12.5%
Fica Tax Withheld	1,174.28	1,156.96	17.32	1.5%
Michigan Unemployment	2,321.33	1,153.94	1,167.39	101.2%
State Income Tax Withheld	317.22	286.26	30.96	10.8%
Total Other Current Liabilities	4,530.83	3,235.16	1,295.67	40.1%
Total Current Liabilities	4,530.83	3,235.16	1,295.67	40.1%
Total Liabilities	4,530.83	3,235.16	1,295.67	40.1%
Equity				
*Retained Earnings	143,684.85	145,470.20	-1,785.35	-1.2%
Opening Bal Equity	-0.01	-0.01	0.00	0.0%
Net Income	13,216.04	3,625.74	9,590.30	264.5%
Total Equity	156,900.88	149,095.93	7,804.95	5.2%
TOTAL LIABILITIES & EQUITY	161,431.71	152,331.09	9,100.62	6.0%