

## INCOME EXPENSE REPORT JANUARY 2015

INCOME CATEGORY	MONTH	2015 YTD	2015 Budget	2015 Project	2014 YTD
CDRP Funds	14,403.88	14,403.88	48,012.92	48,012.92	12,578.24
Agency Funds					
A. Charlevoix County			33,000.00	33,000.00	7,500.00
B. Emmet County			30,900.00	30,900.00	7,875.00
C. VORP Charlevoix			8,500.00	8,500.00	800.00
D. VORP Emmet			7,500.00	7,500.00	1,250.00
E. CDP Charlevoix			8,000.00	8,000.00	
E. Fees for Service	200.00	200.00	6,500.00	6,500.00	250.00
F. ACVS Fees			2,100.00	2,100.00	
G. SPED Fees			1,500.00	1,500.00	
H. Donations	46.90	46.90	500.00	500.00	64.94
I. Donor Campaign	375.00	375.00	4,000.00	4,000.00	1,275.00
K. Theatre Party					
1. Sponsorships			5,925.00	5,925.00	
2. Ticket Sales			3,185.00	3,185.00	
3. Other			1,675.00	1,675.00	
L. Reimbursement/Rebate	23.10	23.10			147.57
M. Interest	8.52	8.52	90.00	90.00	1.53
N. Training					
1. 40-Hour			4,500.00	4,500.00	
2. Roundtables					
Grants					
A. Bay Harbor Foundation					
B. Charlevoix Foundation			1,540.00	1,540.00	
C. Petoskey Foundation			1,540.00	1,540.00	
D. United Way			1,294.75	1,294.75	
E. Charlevoix Lions					
F. Revenue Sharing					
G. Women's Club					
Transfer from Savings					
<b>TOTAL INCOME</b>	<b>15,057.40</b>	<b>15,057.40</b>	<b>170,262.67</b>	<b>170,262.67</b>	<b>31,742.28</b>
In Kind					
A. Accounting Services			400.00	400.00	
B. Volunteer Mediators	4,642.50	4,642.50	155,430.00	155,430.00	15,112.50
C. Volunteer Labor					
D. Volunteer Training			1,200.00	1,200.00	
E. Mediation Locations	350.00	350.00	6,250.00	6,250.00	600.00
F. Rent	1,300.00	1,300.00	15,600.00	15,600.00	1,300.00
G. Equipment/Supplies	28.58	28.58	400.00	400.00	625.00
H. Cell Phone	149.37	149.37	2,109.85	2,109.85	148.93
I. Theatre Party			3,003.00	3,003.00	
J. Training Locations			2,000.00	2,000.00	
K. Mileage			500.00	500.00	134.87
L. GoToMyPC	19.95	19.95	240.00	240.00	19.95
M. Refund					
<b>IN KIND INCOME</b>	<b>6,490.40</b>	<b>6,490.40</b>	<b>187,132.85</b>	<b>187,132.85</b>	<b>17,941.25</b>
<b>TOTAL + IN KIND INCOME</b>	<b>21,547.80</b>	<b>21,547.80</b>	<b>357,395.52</b>	<b>357,395.52</b>	<b>49,683.53</b>

EXPENSE CATEGORY	MONTH	2015 YTD	2015 Budget	2015 Project	2014 YTD
1. Personnel					
A. Salaries	7,705.62	7,705.62	100,173.00	100,173.00	7,578.16
B. FICA	803.69	803.69	7,663.24	7,663.24	579.72
C. Worker's Compensation			594.00	594.00	
D. Unemployment	101.54	101.54	1,001.73	1,001.73	
E. Insurance/Education			5,500.00	5,500.00	
2. Accounting			2,735.00	2,735.00	
3. Advertising	195.00	195.00	2,345.00	2,345.00	30.00
4. Charlevoix Office					
A. Rent	200.00	200.00	1,200.00	1,200.00	100.00
B. Telephone	91.56	91.56	990.00	990.00	136.75
5.. Communications					
A. Telephone	211.27	211.27	2,611.00	2,611.00	421.46
B. Internet	45.00	45.00	540.00	540.00	54.95
6. Contractual	137.50	137.50	2,060.00	2,060.00	185.00
7. Equipment					
A. Purchase			4,204.00	4,204.00	
B. Repair & Maintenance			300.00	300.00	
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	1,000.00	1,000.00	6,000.00	6,000.00	500.00
10. Other					
A. Board	35.53	35.53	728.00	728.00	168.75
B. Executive Director	363.95	363.95	1,770.00	1,770.00	189.25
C. Hospitality	96.30	96.30	755.00	755.00	
D. Licenses, Fees, Dues	382.95	382.95	1,068.00	1,068.00	10.00
E. PD			1,460.00	1,460.00	
F. Staff Retreat			125.00	125.00	
G. Theatre Party			2,655.00	2,655.00	
11. Postage	9.80	9.80	1,015.00	1,015.00	
12. Printing			2,893.75	2,893.75	555.00
13. Reimbursement					
14. Supplies	326.01	326.01	3,335.00	3,335.00	163.09
15. Training					
A. 40-Hour			5,067.05	5,067.05	
B. Roundtables			160.00	160.00	
16. Travel					
A. Lodging			825.00	825.00	
B. Meals			273.00	273.00	
C. Mileage			7,215.25	7,215.25	437.22
D. Other					5.00
<b>TOTAL EXPENSES</b>	<b>11,705.72</b>	<b>11,705.72</b>	<b>169,486.02</b>	<b>169,486.02</b>	<b>11,114.35</b>
16. Gain (Loss)			776.65	776.65	
Comparison of Income & Expenses			<b>170,262.67</b>	<b>170,262.67</b>	

02/10/15

**NORTHERN COMMUNITY MEDIATION**  
**Profit & Loss**  
January 2015

	<u>Jan '15</u>
<b>Income</b>	
<b>CDRP Funds</b>	
1st Quarter	14,403.88
<b>Total CDRP Funds</b>	14,403.88
<b>Donation</b>	
Donor Campaign	375.00
Mileage	46.90
<b>Total Donation</b>	421.90
<b>Fees</b>	
Divorce	150.00
Real Estate	50.00
<b>Total Fees</b>	200.00
Interest	8.52
Refund	23.10
<b>Total Income</b>	15,057.40
<b>Expense</b>	
<b>Advertising</b>	195.00
<b>Charlevoix Office</b>	
Rent	200.00
Telephone	91.56
<b>Total Charlevoix Office</b>	291.56
<b>Communications</b>	
Internet	45.00
Telephone	211.27
<b>Total Communications</b>	256.27
Contractual	137.50
<b>Fringe Benefits</b>	
Unemployment	101.54
<b>Total Fringe Benefits</b>	101.54
<b>Occupancy</b>	
Rent	1,000.00
<b>Total Occupancy</b>	1,000.00
<b>Other</b>	
Board	35.53
Executive Director	363.95
Hospitality	96.30
Licenses, Fees, Dues	382.95
<b>Total Other</b>	878.73

02/10/15

**NORTHERN COMMUNITY MEDIATION**  
**Profit & Loss**  
January 2015

	<u>Jan '15</u>
Payroll Expenses	803.69
Postage	9.80
Salaries and Wages	7,705.62
Supplies	326.01
Void	<u>0.00</u>
Total Expense	<u>11,705.72</u>
Net Income	<u><u>3,351.68</u></u>

02/10/15

**NORTHERN COMMUNITY MEDIATION**  
**Expenses by Vendor Summary**  
January 2015

	<u>Jan '15</u>
AT&T	347.83
Charlevoix Chamber of Commerce	180.00
Charlevoix County Community Foundation	50.00
Chase Bank	22.95
City of Charlevoix	200.00
City Park Grill	35.53
Gaslight Media	45.00
Hi-Tech	346.50
Jane Millar	99.08
McCardel Water Conditioning	3.75
Meyer Hardware	79.99
Online Payroll Service Fee	10.00
Payroll Distribution	8,509.31
Petoskey Chamber of Commerce	380.00
Rotary	250.25
Sky's the Limit	43.99
St. Francis Xavier	1,000.00
The 501 Alliance	101.54
<b>TOTAL</b>	<u><u>11,705.72</u></u>

**NORTHERN COMMUNITY MEDIATION**  
**Balance Sheet Prev Year Comparison**

As of January 31, 2015

	Jan 31, '15	Jan 31, '14	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
CD Bank of N. MI 803611	6,548.20	6,528.59	19.61	0.3%
CD Bank of N. MI 804631	6,178.99	6,148.19	30.80	0.5%
CD Bank of N. MI 806536	6,350.68	6,319.03	31.65	0.5%
CD Char State Bank 18756	5,940.69	5,910.02	30.67	0.5%
CD Char State Bank 18910	12,165.82	12,112.48	53.34	0.4%
CD First Comm. Bank 60302215	7,821.49	7,798.71	22.78	0.3%
CD First Comm. Bank 60302716	5,576.60	5,560.36	16.24	0.3%
Checking Chase	20,404.43	24,384.82	-3,980.39	-16.3%
Petty Cash	100.00	100.00	0.00	0.0%
Savings Bay Winds	15,791.58	15,696.38	95.20	0.6%
Savings Chase	18,081.53	18,066.71	14.82	0.1%
Savings Chemical Bank	20,275.24	0.00	20,275.24	100.0%
Savings NW Bank 710205349	0.00	10,269.86	-10,269.86	-100.0%
<b>Total Checking/Savings</b>	<b>125,235.25</b>	<b>118,895.15</b>	<b>6,340.10</b>	<b>5.3%</b>
<b>Total Current Assets</b>	<b>125,235.25</b>	<b>118,895.15</b>	<b>6,340.10</b>	<b>5.3%</b>
<b>Fixed Assets</b>				
Accumulated Depreciation	-20,362.95	-18,412.95	-1,950.00	-10.6%
<b>Equipment</b>				
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%
<b>Total Equipment</b>	<b>20,662.14</b>	<b>20,662.14</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Fixed Assets</b>	<b>299.19</b>	<b>2,249.19</b>	<b>-1,950.00</b>	<b>-86.7%</b>
<b>Other Assets</b>				
Investments - CCCF	11,150.00	11,045.07	104.93	1.0%
Investments - PHSACF	12,740.00	11,455.46	1,284.54	11.2%
<b>Total Other Assets</b>	<b>23,890.00</b>	<b>22,500.53</b>	<b>1,389.47</b>	<b>6.2%</b>
<b>TOTAL ASSETS</b>	<b>149,424.44</b>	<b>143,644.87</b>	<b>5,779.57</b>	<b>4.0%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Other Current Liabilities</b>				
Federal Income Tax Withheld	638.00	742.00	-104.00	-14.0%
Fica Tax Withheld	1,156.96	1,194.26	-37.30	-3.1%
Michigan Unemployment	1,153.94	217.00	936.94	431.8%
State Income Tax Withheld	286.26	318.66	-32.40	-10.2%
<b>Total Other Current Liabilities</b>	<b>3,235.16</b>	<b>2,471.92</b>	<b>763.24</b>	<b>30.9%</b>
<b>Total Current Liabilities</b>	<b>3,235.16</b>	<b>2,471.92</b>	<b>763.24</b>	<b>30.9%</b>
<b>Total Liabilities</b>	<b>3,235.16</b>	<b>2,471.92</b>	<b>763.24</b>	<b>30.9%</b>
<b>Equity</b>				
*Retained Earnings	142,837.61	135,886.80	6,950.81	5.1%
Opening Bal Equity	-0.01	-0.01	0.00	0.0%
Net Income	3,351.68	5,286.16	-1,934.48	-36.6%
<b>Total Equity</b>	<b>146,189.28</b>	<b>141,172.95</b>	<b>5,016.33</b>	<b>3.6%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>149,424.44</b>	<b>143,644.87</b>	<b>5,779.57</b>	<b>4.0%</b>