

**INCOME AND EXPENSE  
JULY 2010**

<b>INCOME CATEGORY</b>	<b>MONTH</b>	<b>YTD</b>	<b>PROJECTED</b>	<b>BUDGET</b>
CDRP Funds		31,552.85	57,368.81	57,368.81
Agency Funds				
A. Charlevoix County	7,500.00	15,000.00	30,000.00	30,000.00
B. Emmet County		7,500.00	30,000.00	30,000.00
C. VORP Charlevoix	700.00	4,900.00	8,500.00	8,500.00
D. VORP Emmet	625.00	3,750.00	7,500.00	7,500.00
E. CDP Charlevoix		8,000.00	8,000.00	8,000.00
E. Donations		2,620.00	3,000.00	1,000.00
F. Fees for Service	500.00	2,730.00	3,000.00	4,000.00
G. SPED Fees		1,000.00	1,400.00	500.00
H. ACVS Fees		1,050.00	2,000.00	
I. Designated Gifts				
J. Donor Campaign		50.00	2,500.00	3,000.00
K. Theatre Party				
1. Sponsorships		5,300.00	5,550.00	5,000.00
2. Ticket Sales		2,875.00	2,875.00	2,000.00
3. Other		673.60	673.60	670.00
L. Reimbursement/Rebate		1,758.45	1,800.00	
M Interest	38.15	169.30	1,000.00	1,000.00
N. Training				
1. 40-Hour			0.00	3,000.00
2. Update - Fall			750.00	1,000.00
3. General Civil		100.00	100.00	300.00
4. Child Protection				
5. Divorce/Domestic Violence				
Grants				
A. Bay Harbor Foundation		3,663.00	3,663.00	
B. Petoskey Foundation		2,000.00	2,000.00	
C. Charlevoix Foundation		5,000.00	5,000.00	
D. United Way		750.00	3,000.00	
Transfer from Savings			7,500.00	7,500.00
<b>TOTAL INCOME</b>	<b>9,363.15</b>	<b>100,442.20</b>	<b>187,180.41</b>	<b>170,338.81</b>
In Kind				
A. Accounting Services		680.00	680.00	500.00
B. Volunteer Mediators	31,875.00	118,612.50	183,600.00	183,600.00
C. Volunteer Labor				
D. Volunteer Training		500.00	500.00	
E. Mediation Locations	300.00	2,650.00	3,500.00	3,500.00
F. Rent	1,300.00	9,100.00	15,600.00	15,600.00
G. Equipment/Supplies				
H. Cell Phone	338.15	672.73	996.00	996.00
I. Theatre Party		2,450.43	2,450.43	1,500.00
J. Mileage		406.45	500.00	
K. Training Locations			0.00	4,000.00
L. GoToMyPC	19.95	99.75	190.00	
<b>IN KIND INCOME</b>	<b>33,833.10</b>	<b>135,171.86</b>	<b>208,016.43</b>	<b>209,696.00</b>
<b>TOTAL + IN KIND INCOME</b>	<b>43,196.25</b>	<b>235,614.06</b>	<b>395,196.84</b>	<b>380,034.81</b>

EXPENSE CATEGORY	MONTH	YTD	PROJECTED	BUDGET
1. Personnel				
A. Salaries	13,048.80	62,793.56	99,500.00	99,500.00
B. FICA	995.93	4,792.17	7,611.75	7,611.75
C. Worker's Compensation			518.00	518.00
D. Unemployment	130.48	955.80	995.80	995.00
E. Insurance/Education	193.93	1,945.26	7,500.00	7,500.00
2. Accounting	2,900.00	3,500.00	3,800.00	3,800.00
3. Training				
A. 40-Hour			0.00	2,500.00
B. General Civil		1,214.58	1,214.58	850.00
C. Update - Fall			2,900.00	2,900.00
D. Child Protection			250.00	250.00
E. Divorce			500.00	500.00
4. Contractual	577.39	2,284.89	2,500.00	2,200.00
5. Travel				
A. Lodging	84.45	127.01	585.00	585.00
B. Meals	52.52	112.72	635.25	635.25
C. Mileage	1,192.50	2,728.95	9,350.00	9,350.00
D. Other				
6. Equipment				
A. Purchase		999.00	1,500.00	1,500.00
B. Repair & Maintenance	214.00	1,822.00	2,000.00	1,500.00
7. Operating Expenses				
A. Occupancy - Rent	500.00	3,500.00	6,000.00	6,000.00
B. Supplies	105.99	2,192.83	3,000.00	3,000.00
C. Communications				
1. Telephone	197.50	1,487.02	1,750.00	1,450.00
2. Internet	52.95	370.65	660.00	660.00
D. Postage		1,358.29	1,800.00	1,800.00
E. Printing	1,065.00	1,864.55	2,100.00	2,100.00
F. Insurance				
1. Employment Practices			235.00	235.00
2. Directors & Officers			1,333.00	1,333.00
3. Commercial Umbrella			300.00	300.00
4. Business Protection			430.00	430.00
8. Advertising	297.98	1,320.98	1,500.00	1,110.00
9. Other				
A. Board	60.00	658.16	700.00	645.00
B. Executive Director	334.08	1,315.08	1,500.00	1,360.00
C. Hospitality	185.32	278.51	1,100.00	1,100.00
D. PD		127.00	1,200.00	1,200.00
E. Licenses, Fees, Dues	145.00	712.50	800.00	575.00
F. Theatre Party	31.29	2,611.13	2,611.13	2,445.00
G. Shoplifting		19.38	19.38	
10. Grants				
A. Bay Harbor Foundation				
B. Petoskey Foundation				
C. Charlevoix Foundation				
D. United Way				
11. Charlevoix Office				
A. Rent	100.00	700.00	1,200.00	1,200.00
B. Telephone	47.80	381.11	600.00	600.00
C. Chamber				
E. Supplies			100.81	100.81
<b>TOTAL EXPENSES</b>	<b>22,512.91</b>	<b>102,173.13</b>	<b>170,299.70</b>	<b>170,338.81</b>
12. Gain (Loss)				
Comparison of Income & Expenses				

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**NORTHERN COMMUNITY MEDIATION**

**Profit & Loss**

July 2010

	<u>Jul '10</u>
<b>Income</b>	
County Funding	
Charlevoix	7,500.00
<b>Total County Funding</b>	<u>7,500.00</u>
<b>Fees</b>	
Divorce	100.00
Domestic	100.00
Shoplifting	300.00
<b>Total Fees</b>	<u>500.00</u>
Interest	38.15
<b>VORP</b>	
Charlevoix	700.00
Emmet	625.00
<b>Total VORP</b>	<u>1,325.00</u>
<b>Total Income</b>	<u>9,363.15</u>
<b>Expense</b>	
Accounting	2,900.00
Advertising	297.98
Benefits	193.93
<b>Charlevoix Office</b>	
Rent	100.00
Telephone	47.80
<b>Total Charlevoix Office</b>	<u>147.80</u>
<b>Communications</b>	
Internet	52.95
Telephone	197.50
<b>Total Communications</b>	<u>250.45</u>
Contractual	577.39
<b>Equipment Expense</b>	
Repair & Maintenance	214.00
<b>Total Equipment Expense</b>	<u>214.00</u>
<b>Fringe Benefits</b>	
Unemployment	130.48
<b>Total Fringe Benefits</b>	<u>130.48</u>
<b>Occupancy</b>	
Rent	500.00
<b>Total Occupancy</b>	<u>500.00</u>
<b>Other</b>	
Board	60.00
Executive Director	334.08
Hospitality	185.32
Licenses, Fees, Dues	145.00
Theatre Party	31.29
<b>Total Other</b>	<u>755.69</u>

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**NORTHERN COMMUNITY MEDIATION**

**Profit & Loss**

July 2010

	<u>Jul '10</u>
Payroll Expenses	995.93
Printing	1,065.00
Salaries and Wages	13,048.80
Supplies	105.99
Travel	
Lodging	84.45
Meals	52.52
Mileage	1,192.50
Total Travel	<u>1,329.47</u>
Total Expense	<u>22,512.91</u>
Net Income	<u><u>-13,149.76</u></u>

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**NORTHERN COMMUNITY MEDIATION**  
**Expenses by Vendor Summary**  
July 2010

	<u>Jul '10</u>
AT&T	245.30
Cheryl Bauman	112.50
City of Charlevoix	100.00
Culligan	17.75
Gaslight Media	217.95
Hi-Tech	791.39
Jane Millar	859.75
Mason & Kammermann	2,900.00
Northern Michigan Review	219.89
Office Max	86.99
Online Payroll Service Fee	10.00
Payroll Distribution	14,857.73
Priority Health	193.93
Rotary	154.25
St. Francis Xavier	500.00
Stafford's Hospitality	50.00
The 501 Alliance	130.48
The Print Shop	1,065.00
<b>TOTAL</b>	<b><u>22,512.91</u></b>

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# NORTHERN COMMUNITY MEDIATION

## Profit & Loss

January through July 2010

	<u>Jan - Jul '10</u>
<b>Income</b>	
CDP	8,000.00
<b>CDRP Funds</b>	
1st Quarter	17,210.65
2nd Quarter	14,342.20
<b>Total CDRP Funds</b>	<u>31,552.85</u>
<b>County Funding</b>	
Charlevoix	15,000.00
Emmet	7,500.00
<b>Total County Funding</b>	<u>22,500.00</u>
<b>Donation</b>	
Donor Campaign	50.00
Donation - Other	2,620.00
<b>Total Donation</b>	<u>2,670.00</u>
<b>Fees</b>	
ACVS	1,050.00
Civil Rights	175.00
Divorce	1,275.00
Domestic	300.00
General	80.00
Observation	100.00
Shoplifting	800.00
SPED	1,000.00
<b>Total Fees</b>	<u>4,780.00</u>
<b>Fund Raising</b>	
<b>Theatre Party</b>	
Donation	91.00
Raffle	177.00
Refund	405.60
Sponsor	5,300.00
Tickets	2,875.00
<b>Total Theatre Party</b>	<u>8,848.60</u>
<b>Total Fund Raising</b>	<u>8,848.60</u>
<b>Grants</b>	
Bay Harbor	3,663.00
Charlevoix Foundation	5,000.00
Petoskey Foundation	2,000.00
United Way	750.00
<b>Total Grants</b>	<u>11,413.00</u>
<b>Interest</b>	169.30
<b>Refund</b>	1,758.45
<b>Training &amp; Workshops</b>	
General Civil	100.00
<b>Total Training &amp; Workshops</b>	<u>100.00</u>

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# NORTHERN COMMUNITY MEDIATION

## Profit & Loss

January through July 2010

	<u>Jan - Jul '10</u>
<b>VORP</b>	
Charlevoix	4,900.00
Emmet	3,750.00
<b>Total VORP</b>	<u>8,650.00</u>
<b>Total Income</b>	100,442.20
<b>Expense</b>	
Accounting	3,500.00
Advertising	1,320.98
Benefits	1,945.26
Charlevoix Office	
Rent	700.00
Telephone	381.11
<b>Total Charlevoix Office</b>	<u>1,081.11</u>
Communications	
Internet	370.65
Telephone	1,487.02
<b>Total Communications</b>	<u>1,857.67</u>
Contractual	2,284.89
Equipment Expense	
Purchase	999.00
Repair & Maintenance	1,822.00
<b>Total Equipment Expense</b>	<u>2,821.00</u>
Fringe Benefits	
Unemployment	955.80
<b>Total Fringe Benefits</b>	<u>955.80</u>
Occupancy	
Rent	3,500.00
<b>Total Occupancy</b>	<u>3,500.00</u>
Other	
Board	658.16
Executive Director	1,315.08
Hospitality	278.51
Licenses, Fees, Dues	712.50
PD	127.00
Shoplifting Preventative	19.38
Theatre Party	2,611.13
<b>Total Other</b>	<u>5,721.76</u>
Payroll Expenses	4,792.17
Postage	1,358.29
Printing	1,864.55
Salaries and Wages	62,793.56
Supplies	2,192.83
Training	
General Civil	1,214.58
<b>Total Training</b>	<u>1,214.58</u>

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**NORTHERN COMMUNITY MEDIATION**

**Profit & Loss**

January through July 2010

	<u>Jan - Jul '10</u>
Travel	
Lodging	127.01
Meals	112.72
Mileage	<u>2,728.95</u>
Total Travel	<u>2,968.68</u>
Total Expense	<u>102,173.13</u>
Net Income	<u><u>-1,730.93</u></u>



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**NORTHERN COMMUNITY MEDIATION**  
**Expenses by Vendor Summary**  
January through July 2010

	<u>Jan - Jul '10</u>
AT&T	1,868.13
Bay Harbor	32.00
Ben Franklin	28.75
Bert Rousseau	1,945.57
Boyne Area Chamber of Commerce	160.00
Cheryl Bauman	576.81
Child Abuse Council	20.00
City of Charlevoix	700.00
City of Petoskey	10.00
Conflict Resolution Services	40.00
Culligan	118.25
Dog Eat Dog Graphic Designs	236.25
East Jordan Chamber of Commerce	60.00
FraserTrebilcock Lawyers	1,340.00
Gaslight Media	715.65
Glen's Supermarket	31.68
Gordon Food Service	310.97
Harbor Springs Chamber of Commerce	125.00
Hi-Tech	4,310.89
Jane Millar	1,419.70
John Wiley & Sons, Inc.	166.50
K-Mart	9.83
Mason & Kammermann	3,500.00
McLean & Eakin	42.00
Meyer Hardware	35.64
Michigan State University	25.00
Northern Michigan Review	463.49
Office Max	973.46
Oleson's	26.95
Online Payroll Service Fee	70.00
Payroll Distribution	68,398.73
Petoskey Chamber of Commerce	587.50
Petoskey Cinema	710.00
Pitney Bowes	1,049.86
Priority Health	1,163.58
Reserve Account	300.00
Rotary	483.75
Rotary Club of Grand Rapids	50.00
Sherwin Williams	75.97
Sign & Design	125.00
Sky's the Limit	82.72
St. Francis Xavier	3,500.00
Stafford's Hospitality	966.04
Steve Tresidder	600.00
Synergy	317.00
Taylor Rental	423.00
The 501 Alliance	955.80
The Print Shop	2,197.20
Trophy Case	210.00
Weathervane	214.46
<b>TOTAL</b>	<b><u>101,773.13</u></b>

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**NORTHERN COMMUNITY MEDIATION**  
**Balance Sheet Prev Year Comparison**  
As of July 31, 2010

	<u>Jul 31, '10</u>	<u>Jul 31, '09</u>	<u>\$ Change</u>	<u>% Change</u>
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
CD Bank of N. MI 803611	6,425.35	6,278.54	146.81	2.3%
CD Bank of N. MI 804631	5,921.52	5,775.77	145.75	2.5%
CD Char State Bank 16925	5,277.40	5,277.40	0.00	0.0%
CD Char State Bank 18910	11,129.36	11,129.36	0.00	0.0%
CD First Comm. Bank 60302215	7,623.94	7,495.17	128.77	1.7%
CD First Comm. Bank 60302716	5,448.10	5,314.18	133.92	2.5%
CD Nat'l City Bank 4160286236	5,698.95	5,472.24	226.71	4.1%
Checking Chase	7,707.05	31,971.62	-24,264.57	-75.9%
Petty Cash	100.00	100.00	0.00	0.0%
Savings Bay Winds	15,393.47	15,234.96	158.51	1.0%
Savings Chase	18,003.65	17,985.81	17.84	0.1%
Savings NW Bank 710205349	10,244.56	10,224.34	20.22	0.2%
<b>Total Checking/Savings</b>	<u>98,973.35</u>	<u>122,259.39</u>	<u>-23,286.04</u>	<u>-19.1%</u>
<b>Total Current Assets</b>	<u>98,973.35</u>	<u>122,259.39</u>	<u>-23,286.04</u>	<u>-19.1%</u>
<b>Fixed Assets</b>				
Accumulated Depreciation	-11,213.00	-11,213.00	0.00	0.0%
Equipment	19,814.14	19,814.14	0.00	0.0%
<b>Total Fixed Assets</b>	<u>8,601.14</u>	<u>8,601.14</u>	<u>0.00</u>	<u>0.0%</u>
<b>Other Assets</b>				
Investments - CCCF	10,000.00	0.00	10,000.00	100.0%
Investments - PHSACF	10,000.00	0.00	10,000.00	100.0%
<b>Total Other Assets</b>	<u>20,000.00</u>	<u>0.00</u>	<u>20,000.00</u>	<u>100.0%</u>
<b>TOTAL ASSETS</b>	<u>127,574.49</u>	<u>130,860.53</u>	<u>-3,286.04</u>	<u>-2.5%</u>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Other Current Liabilities</b>				
Accrued Federal Unemp..	-224.00	-224.00	0.00	0.0%
Federal Income Tax Withheld	810.32	753.73	56.59	7.5%
Fica Tax Withheld	1,991.89	1,743.32	248.57	14.3%
State Income Tax Withheld	164.44	117.87	46.57	39.5%
<b>Total Other Current Liabilities</b>	<u>2,742.65</u>	<u>2,390.92</u>	<u>351.73</u>	<u>14.7%</u>
<b>Total Current Liabilities</b>	<u>2,742.65</u>	<u>2,390.92</u>	<u>351.73</u>	<u>14.7%</u>
<b>Total Liabilities</b>	<u>2,742.65</u>	<u>2,390.92</u>	<u>351.73</u>	<u>14.7%</u>
<b>Equity</b>				
*Retained Earnings	126,562.78	121,171.74	5,391.04	4.5%
Opening Bal Equity	-0.01	-0.01	0.00	0.0%
Net Income	-1,730.93	7,297.88	-9,028.81	-123.7%
<b>Total Equity</b>	<u>124,831.84</u>	<u>128,469.61</u>	<u>-3,637.77</u>	<u>-2.8%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u>127,574.49</u>	<u>130,860.53</u>	<u>-3,286.04</u>	<u>-2.5%</u>