

**INCOME AND EXPENSE
JULY 2009**

INCOME CATEGORY	MONTH	YTD	PROJECTED	BUDGET
CDRP Funds		30,190.95	54,892.64	54,892.64
Agency Funds				
A. Charlevoix County	700.00	15,700.00	30,000.00	30,000.00
B. Emmet County		15,000.00	30,000.00	30,000.00
C. VORP Charlevoix		4,200.00	8,500.00	8,500.00
D. VORP Emmet		3,750.00	7,500.00	7,500.00
E. CDP Charlevoix		8,000.00	8,000.00	8,000.00
E. Donations		965.00	1,400.00	450.00
F. Fees for Service	650.00	3,482.00	3,500.00	3,000.00
G. Designated Gifts				
H. Donor Campaign		50.00	3,000.00	3,000.00
I. SPED Fees		200.00	1,000.00	1,000.00
J. Theatre Party				
1. Sponsorships		5,125.00	5,125.00	6,000.00
2. Ticket Sales		2,475.00	2,475.00	3,000.00
3. Other		692.58	692.58	
K. Reimbursement/Rebate		431.58	431.58	
L. Interest	35.39	366.37	1,000.00	1,000.00
M. Training				
1. 40-Hour		6,000.00	6,000.00	1,500.00
2. Update		1,835.00	1,835.00	600.00
3. General Civil			0.00	300.00
4. Char-Em ISD/SPED			0.00	800.00
5. Divorce/Domestic Violence		76.25	76.25	
6. VORP		200.00	200.00	
N. Fund Raising/Other				
O. Restitution Income		27.00	27.00	
P. Shoplifting		232.52	232.52	
Grants				
A. Bay Harbor Foundation		3,362.00	3,362.00	
B. Charlevoix Foundation		175.00	175.00	
C. Charlevoix Lions		500.00	500.00	
Rent		650.00	650.00	2,400.00
TOTAL INCOME	1,385.39	103,686.25	170,574.57	161,942.64
In Kind				
A. Accounting Services		65.00	65.00	400.00
B. Volunteer Mediators	13,162.50	109,476.00	166,000.00	166,000.00
C. Volunteer Labor				
D. Volunteer Training				
E. Mediation Locations		1,650.00	4,000.00	4,000.00
F. Rent	1,300.00	9,100.00	15,600.00	15,600.00
G. Equipment/Supplies				
H. Cell Phone	220.28	518.98	700.00	700.00
I. Theatre Party		1,699.00	1,699.00	800.00
J. Mileage		18.18	18.18	
K. Training Locations		3,300.00	4,000.00	4,000.00
IN KIND INCOME	14,682.78	125,827.16	192,082.18	191,500.00
TOTAL + IN KIND INCOME	16,068.17	229,513.41	362,656.75	353,442.64

EXPENSE CATEGORY	MONTH	YTD	PROJECTED	BUDGET
1. Personnel				
A. Salaries	11,394.24	60,769.28	98,750.00	98,750.00
B. FICA	871.65	4,648.80	7,554.38	7,554.38
C. Worker's Compensation			531.00	531.00
D. Unemployment	22.22	379.52	987.50	987.50
2. Accounting		710.00	3,775.00	3,775.00
3. Training				
A. 40-Hour		5,226.09	5,226.09	4,500.00
B. General Civil			0.00	300.00
C. Update		2,743.10	2,743.10	2,700.00
D. VORP		1,267.56	1,267.56	
4. Contractual		1,213.29	2,200.00	2,200.00
5. Travel				
A. Lodging		473.81	685.00	585.00
B. Meals		149.89	635.25	635.25
C. Mileage	55.00	2,037.20	8,482.50	8,482.50
D. Other				
6. Equipment				
A. Purchase		979.94	1,223.52	1,223.52
B. Repair & Maintenance		1,061.38	1,600.00	1,100.00
7. Operating Expenses				
A. Occupancy - Rent	500.00	3,500.00	6,000.00	6,000.00
B. Supplies	77.76	1,671.46	3,000.00	3,000.00
C. Communications				
1. Telephone		769.60	1,600.00	1,600.00
2. Internet		315.74	850.00	850.00
D. Postage		884.62	2,000.00	2,000.00
E. Printing		1,190.32	2,000.00	2,500.00
F. Insurance				
1. Employment Practices			224.00	224.00
2. Directors & Officers			1,270.00	1,270.00
3. Commercial Umbrella			300.00	300.00
4. Business Protection			460.00	460.00
8. Advertising		455.00	910.00	910.00
9. Other				
A. Board		53.49	945.00	945.00
B. Executive Director	223.00	780.15	1,310.00	1,310.00
C. Hospitality		334.93	1,100.00	1,100.00
D. PD		210.00	1,200.00	1,200.00
E. Licenses, Fees, Dues	30.00	358.95	575.00	575.00
F. Annual Meeting				
G. Theatre Party		2,430.45	2,430.45	2,445.00
H. Shoplifting		145.01	200.00	
I. Refund		50.00	50.00	
J. Restitution Expense		27.00	27.00	
10. Grants				
A. Bay Harbor Foundation				
B. Charlevoix Lions		500.00	500.00	
11. Charlevoix Office				
A. Rent	100.00	700.00	1,200.00	1,200.00
B. Telephone		307.92	600.00	600.00
C. Chamber				
D. Supplies		61.46	129.49	129.49
TOTAL EXPENSES	13,273.87	96,405.96	164,541.84	161,942.64
12. Gain (Loss)			6,032.73	
Comparison of Income & Expenses			170,574.57	161,942.64

08/04/09

NORTHERN COMMUNITY MEDIATION
Profit & Loss
July 2009

	<u>Jul '09</u>
Income	
County Funding	
Charlevoix	700.00
Total County Funding	700.00
Fees	
Divorce	300.00
Domestic	100.00
Probate	50.00
Shoplifting	200.00
Total Fees	650.00
Interest	35.39
Total Income	1,385.39
Expense	
Charlevoix Office	
Rent	100.00
Total Charlevoix Office	100.00
Fringe Benefits	
Unemployment	22.22
Total Fringe Benefits	22.22
Occupancy	
Rent	500.00
Total Occupancy	500.00
Other	
Executive Director	223.00
Licenses, Fees, Dues	30.00
Total Other	253.00
Payroll Expenses	871.65
Salaries and Wages	11,394.24
Supplies	77.76
Travel	
Mileage	55.00
Total Travel	55.00
Total Expense	13,273.87
Net Income	-11,888.48

08/04/09

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
July 2009

	<u>Jul '09</u>
Bert Rousseau	39.60
Cheryl Bauman	20.38
City of Charlevoix	100.00
Culligan	5.00
Gordon Food Service	34.73
Meyer Hardware	8.98
Office Max	9.29
Oleson's	14.78
Online Payroll Service Fee	10.00
Payroll Distribution	12,265.89
Rotary	223.00
St. Francis Xavier	500.00
State of Michigan	20.00
The 501 Alliance	22.22
TOTAL	<u><u>13,273.87</u></u>

08/04/09

NORTHERN COMMUNITY MEDIATION

Profit & Loss

January through July 2009

	<u>Jan - Jul '09</u>
Income	
CDP	8,000.00
CDRP Funds	
1st Quarter	16,467.79
2nd Quarter	13,723.16
Total CDRP Funds	<u>30,190.95</u>
County Funding	
Charlevoix	15,700.00
Emmet	15,000.00
Total County Funding	<u>30,700.00</u>
Donation	
Donor Campaign	50.00
Donation - Other	965.00
Total Donation	<u>1,015.00</u>
Fees	
ACVS	1,165.00
Breach of Contract	40.00
Divorce	1,320.00
Domestic	350.00
Landlord/Tenant	40.00
Observation	100.00
Probate	50.00
Property	50.00
Shoplifting	367.00
SPED	200.00
Total Fees	<u>3,682.00</u>
Fund Raising	
Theatre Party	
Donation	103.25
Raffle	177.00
Refund	405.63
Sponsor	5,125.00
Tickets	2,475.00
Theatre Party - Other	6.70
Total Theatre Party	<u>8,292.58</u>
Total Fund Raising	8,292.58
Grants	
Bay Harbor	3,362.00
Charlevoix Foundation	175.00
Charlevoix Lions	500.00
Total Grants	<u>4,037.00</u>
Interest	366.37
Refund	431.58
Rental Income	650.00
Restitution Income	27.00
Shoplifting	232.52

08/04/09

NORTHERN COMMUNITY MEDIATION

Profit & Loss

January through July 2009

	<u>Jan - Jul '09</u>
Training & Workshops	
40-Hour	6,000.00
Divorce	76.25
Update	1,835.00
VORP	200.00
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Total Training & Workshops	8,111.25
VORP	
Charlevoix	4,200.00
Emmet	3,750.00
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Total VORP	7,950.00
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Total Income	103,686.25
Expense	
Accounting	710.00
Advertising	455.00
Charlevoix Office	
Rent	700.00
Supplies	61.46
Telephone	307.92
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Total Charlevoix Office	1,069.38
Communications	
Internet	315.74
Telephone	769.60
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Total Communications	1,085.34
Contractual	1,213.29
Equipment Expense	
Purchase	979.94
Repair & Maintenance	1,061.38
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Total Equipment Expense	2,041.32
Fringe Benefits	
Unemployment	379.52
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Total Fringe Benefits	379.52
Grant Expense	
Charlevoix Lion's	500.00
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Total Grant Expense	500.00
Occupancy	
Rent	3,500.00
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Total Occupancy	3,500.00

08/04/09

NORTHERN COMMUNITY MEDIATION

Profit & Loss

January through July 2009

	<u>Jan - Jul '09</u>
Other	
Board	53.49
Executive Director	780.15
Hospitality	334.93
Licenses, Fees, Dues	358.95
PD	210.00
Shoplifting Preventative	145.01
Theatre Party	2,430.45
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Total Other	4,312.98
Payroll Expenses	4,648.80
Postage	884.62
Printing	1,190.32
Reimbursement	
Fees	50.00
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Total Reimbursement	50.00
Restitution Expense	27.00
Salaries and Wages	60,769.28
Supplies	1,671.46
Training	
40-Hour	5,226.09
Update	2,743.10
VORP	1,267.56
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Total Training	9,236.75
Travel	
Lodging	473.81
Meals	149.89
Mileage	2,037.20
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Total Travel	2,660.90
Void	0.00
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Total Expense	96,405.96
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Net Income	7,280.29
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08/04/09

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through July 2009

	<u>Jan - Jul '09</u>
Anne Bachle Fifer	1,402.40
AT&T	1,077.52
Bert Rousseau	1,073.88
Cheryl Bauman	1,166.95
City of Charlevoix	700.00
Culligan	149.00
David Searles	25.75
Dog Eat Dog Graphic Designs	200.00
Gaslight Media	568.24
Glen's Supermarket	58.36
Gordon Food Service	427.96
Hi-Tech	3,009.22
Jane Millar	2,153.29
Johan's	67.65
Kathleen Lame	3,000.00
Kathleen Wells	50.00
Keith Lapp	500.00
Mason & Kammermann	710.00
Melanie Bunn	27.00
Meyer Hardware	20.14
Northern Michigan Review	781.60
Office Max	1,281.33
Oleson's	210.41
Online Payroll Service Fee	70.00
Payroll Distribution	65,418.08
Petoskey Chamber of Commerce	425.00
Petoskey Cinema	764.50
Petoskey Printing	255.32
Pitney Bowes	234.60
Printed Checks	18.95
Radio Shack	16.31
Register of Copyrights	45.00
Reserve Account	650.02
Robert Jarema	350.00
Rotary	550.00
Sign & Design	125.00
Sky's the Limit	85.99
St. Francis Xavier	3,500.00
Stafford's Hospitality	1,784.94
State of Michigan	20.00
Taylor Rental	413.00
The 501 Alliance	379.52
The Print Shop	1,068.00
The Resolution Center	200.00
Wal-mart	31.03
Westshore Dispute Resolution	590.00
TOTAL	<u><u>95,655.96</u></u>

08/04/09

NORTHERN COMMUNITY MEDIATION
Balance Sheet Prev Year Comparison
As of July 31, 2009

	<u>Jul 31, '09</u>	<u>Jul 31, '08</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
CD Bank of N. MI 802164	0.00	5,591.51	-5,591.51	-100.0%
CD Bank of N. MI 803611	6,278.54	6,039.20	239.34	4.0%
CD Bank of N. MI 804631	5,775.77	0.00	5,775.77	100.0%
CD Char State Bank 16925	5,277.40	5,277.40	0.00	0.0%
CD Char State Bank 18524	0.00	10,765.13	-10,765.13	-100.0%
CD Char State Bank 18910	11,129.36	0.00	11,129.36	100.0%
CD First Comm. Bank 60302215	7,565.00	7,565.00	0.00	0.0%
CD First Comm. Bank 60302716	5,128.54	5,128.54	0.00	0.0%
CD Nat'l City Bank 4160286236	5,472.24	5,472.24	0.00	0.0%
Checking Chase	31,888.86	11,909.21	19,979.65	167.8%
Petty Cash	100.00	100.00	0.00	0.0%
Savings Bay Winds	15,218.89	0.00	15,218.89	100.0%
Savings Chase	17,984.29	17,959.87	24.42	0.1%
Savings NW Bank 710205349	10,224.34	10,185.87	38.47	0.4%
Total Checking/Savings	<u>122,043.23</u>	<u>85,993.97</u>	<u>36,049.26</u>	<u>41.9%</u>
Total Current Assets	<u>122,043.23</u>	<u>85,993.97</u>	<u>36,049.26</u>	<u>41.9%</u>
Fixed Assets				
Accumulated Depreciation	-11,213.00	-11,213.00	0.00	0.0%
Equipment	19,814.14	19,814.14	0.00	0.0%
Total Fixed Assets	<u>8,601.14</u>	<u>8,601.14</u>	<u>0.00</u>	<u>0.0%</u>
TOTAL ASSETS	<u><u>130,644.37</u></u>	<u><u>94,595.11</u></u>	<u><u>36,049.26</u></u>	<u><u>38.1%</u></u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Accrued Federal Unemp..	-224.00	-224.00	0.00	0.0%
Federal Income Tax Withheld	753.73	584.63	169.10	28.9%
Fica Tax Withheld	1,743.34	1,105.82	637.52	57.7%
State Income Tax Withheld	117.87	132.91	-15.04	-11.3%
Total Other Current Liabilities	<u>2,390.94</u>	<u>1,599.36</u>	<u>791.58</u>	<u>49.5%</u>
Total Current Liabilities	<u>2,390.94</u>	<u>1,599.36</u>	<u>791.58</u>	<u>49.5%</u>
Total Liabilities	<u>2,390.94</u>	<u>1,599.36</u>	<u>791.58</u>	<u>49.5%</u>
Equity				
*Retained Earnings	120,973.15	101,313.70	19,659.45	19.4%
Opening Bal Equity	-0.01	-0.01	0.00	0.0%
Net Income	7,280.29	-8,317.94	15,598.23	187.5%
Total Equity	<u>128,253.43</u>	<u>92,995.75</u>	<u>35,257.68</u>	<u>37.9%</u>
TOTAL LIABILITIES & EQUITY	<u><u>130,644.37</u></u>	<u><u>94,595.11</u></u>	<u><u>36,049.26</u></u>	<u><u>38.1%</u></u>