

## JUNE FINANCIALS 2016

INCOME CATEGORY	MONTH	2016 YTD	2016 Budget	2016 Project	2015 YTD
CDRP Funds		24,060.90	43,747.09	43,747.09	26,407.11
Agency Funds					
A. Charlevoix County		16,500.00	33,000.00	33,000.00	16,500.00
B. Emmet County		16,222.50	30,900.00	32,445.00	15,450.00
C. VORP Charlevoix	830.00	5,020.00	10,000.00	10,000.00	3,600.00
D. VORP Emmet		3,681.25	8,835.00	8,835.00	2,500.00
E. CDP Charlevoix		9,120.00	9,120.00	9,120.00	8,000.00
E.Fees for Service	250.00	3,900.00	7,000.00	7,000.00	2,525.00
F. ACVS Fees		3,000.00	3,000.00	4,400.00	1,100.00
G. SPED Fees		4,600.00	3,600.00	4,600.00	
H. Donations		187.45	50.00	187.45	46.90
I. Donor Campaign		470.00	3,500.00	2,500.00	2,522.50
K. Theatre Party - Petoskey					
1. Sponsorships		7,075.00	6,425.00	7,075.00	6,425.00
2. Ticket Sales		4,075.00	2,375.00	4,075.00	2,375.00
3. Other	0.60	1,526.50	1,573.00	1,526.50	1,573.90
L Theatre Party - Charlevoix					
1. Sponsorships				3,000.00	
2. Ticket Sales				1,000.00	
3. Other					
M. Reimbursement/Rebate	12.70	744.64		744.64	343.10
N. Interest	9.83	23.25	95.00	95.00	47.94
O. Training					
1. 40-Hour					1,550.00
2. Roundtables					
3. Oakland Mediation		1,000.00		1,000.00	
4. Agreement Writing				600.00	
P. GovPayNet		160.00		160.00	
Grants					
A. Bay Harbor Foundation					
B. Charlevoix Foundation	2,384.00	2,384.00		2,384.00	1,540.00
C. Petoskey Foundation	2,392.00	5,679.00	3,287.00	5,679.00	1,540.00
D. United Way		500.00	500.00	500.00	2,349.75
E. Charlevoix Lions					
F. Revenue Sharing					
G. Women's Club					
H. Women Who Care		6,000.00	6,000.00	6,000.00	
Transfer from Savings					
<b>TOTAL INCOME</b>	<b>5,879.13</b>	<b>115,929.49</b>	<b>173,007.09</b>	<b>189,673.68</b>	<b>96,396.20</b>
In Kind					
A. Accounting Services			300.00	300.00	200.00
B. Volunteer Mediators	8,437.50	76,425.00	123,038.00	123,038.00	56,962.50
C. Volunteer Labor		1,550.00			
D. Volunteer Training					600.00
E. Mediation Locations	200.00	2,550.00	5,020.00	5,020.00	2,300.00
F. Rent	1,300.00	7,800.00	15,600.00	15,600.00	6,500.00
G. Equipment/Supplies		11,143.23	550.00	11,150.00	507.21
H. Cell Phone	107.03	769.84	1,380.00	1,380.00	618.02
I. Theatre Party		3,490.50	3,000.00	3,490.50	3,313.00
J. Training Locations			400.00	400.00	500.00
K. Mileage		46.44	500.00	500.00	
L. GoToMyPC	23.95	157.65	305.00	305.00	127.70
M. Refund					
N. Miscellaneous		271.76		271.76	188.93

## JUNE FINANCIALS 2016

O. Executive Director	79.61	403.54		400.00	
<b>IN KIND INCOME</b>	<b>10,148.09</b>	<b>104,607.96</b>	<b>150,093.00</b>	<b>161,855.26</b>	<b>71,817.36</b>
<b>TOTAL + IN KIND INCOME</b>	<b>16,027.22</b>	<b>220,537.45</b>	<b>323,100.09</b>	<b>351,528.94</b>	<b>168,213.56</b>

EXPENSE CATEGORY	MONTH	2016 YTD	2016 Budget	2016 Project	2015 YTD
1. Personnel					
A. Salaries	7,818.70	52,645.55	105,803.00	105,803.00	50,086.53
B. FICA	607.01	4,863.14	8,093.93	8,093.93	4,745.67
C. Worker's Compensation			594.00	594.00	
D. Unemployment		382.55	1,058.03	1,058.03	497.90
E. Insurance/Education	403.56	2,274.48	5,460.00	5,460.00	2,057.78
2. Accounting		900.00	2,400.00	2,400.00	955.00
3. Advertising	287.10	2,382.89	5,712.00	10,158.79	1,410.00
4. Charlevoix Office					
A. Rent	200.00	700.00	1,200.00	1,200.00	800.00
B. Telephone	29.99	565.55	1,195.00	745.49	581.40
5. Communications					
A. Telephone		1,510.34	2,560.00	2,200.00	1,272.48
B. Internet	15.00	450.95	840.00	840.00	354.00
6. Contractual	1,216.50	4,323.00	2,880.00	4,800.00	3,093.37
7. Equipment					
A. Purchase			650.00	650.00	3,561.00
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. Miscellaneous					10.00
10. Occupancy - Rent	1,000.00	3,500.00	6,000.00	6,000.00	3,500.00
11. Other					
A. Board	12.60	722.99	818.00	818.00	403.65
B. Executive Director	66.33	1,047.96	2,030.00	2,100.00	1,279.24
C. Hospitality	180.00	315.39	752.63	752.63	463.31
D. Licenses, Fees, Dues	32.00	607.75	1,045.75	1,045.75	680.91
E. PD	105.00	255.00	0.00	500.00	141.07
F. Staff Retreat			200.00	200.00	
G. Theatre Party - Petoskey		4,017.66	2,641.00	4,017.66	4,042.67
H. Theatre Party - Charlevoix	32.86	32.86		2,000.00	
12. Postage		566.95	1,515.00	1,515.00	497.51
13. Printing	260.00	904.00	2,950.00	2,950.00	822.50
14. Reimbursement		160.00			25.00
15. Supplies	392.86	1,839.84	2,900.00	2,900.00	1,246.42
16. Training					5,690.25
A. 40-Hour					
B. Roundtables			30.00	30.00	
C. General Civil			1,050.00	1,050.00	
D. Oakland Mediation Center		519.24		519.24	
E. Agreement Writing				1,000.00	
17. Travel					
A. Lodging	84.00	427.38	180.00	600.00	
B. Meals	91.04	117.29	133.00	250.00	
C. Mileage	473.46	1,677.89	7,291.75	7,291.75	913.66
D. Other		3.50		5.00	80.97
<b>TOTAL EXPENSES</b>	<b>13,308.01</b>	<b>87,714.15</b>	<b>173,007.09</b>	<b>184,572.27</b>	<b>89,212.29</b>
16. Gain (Loss)	-7,428.88	28,215.34		5,101.41	7,183.91
Comparison of Income & Expenses	<b>5,879.13</b>	<b>115,929.49</b>	<b>173,007.09</b>	<b>189,673.68</b>	<b>96,396.20</b>

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**NORTHERN COMMUNITY MEDIATION**  
**Profit & Loss**  
June 2016

	<u>Jun 16</u>
<b>Income</b>	
<b>Fees</b>	
Breach of Contract	250.00
<b>Total Fees</b>	<u>250.00</u>
<b>Fund Raising</b>	
Theatre Party	
Donation	0.60
<b>Total Theatre Party</b>	<u>0.60</u>
<b>Total Fund Raising</b>	0.60
<b>Grants</b>	
Charlevoix Foundation	2,384.00
Petoskey Foundation	2,392.00
<b>Total Grants</b>	<u>4,776.00</u>
Interest	9.83
Reimbursement Income	12.70
<b>VORP</b>	
Charlevoix	830.00
<b>Total VORP</b>	<u>830.00</u>
<b>Total Income</b>	5,879.13
<b>Expense</b>	
Advertising	287.10
Charlevoix Office	
Rent	200.00
Telephone	29.99
<b>Total Charlevoix Office</b>	<u>229.99</u>
<b>Communications</b>	
Internet	15.00
<b>Total Communications</b>	<u>15.00</u>
Contractual	1,216.50
<b>Fringe Benefits</b>	
Dental Insurance	45.20
Health Insurance	358.36
<b>Total Fringe Benefits</b>	<u>403.56</u>
Occupancy	
Rent	1,000.00
<b>Total Occupancy</b>	<u>1,000.00</u>
<b>Other</b>	
Board	12.60
Executive Director	66.33
Hospitality	180.00
Licenses, Fees, Dues	32.00
PD	105.00
Theatre Party Charlevoix	32.86

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**NORTHERN COMMUNITY MEDIATION**  
**Profit & Loss**  
June 2016

	<u>Jun 16</u>
<b>Total Other</b>	<b>428.79</b>
<b>Payroll Expenses</b>	<b>607.01</b>
<b>Printing</b>	<b>260.00</b>
<b>Salaries and Wages</b>	<b>7,818.70</b>
<b>Supplies</b>	<b>392.86</b>
<b>Travel</b>	
<b>Lodging</b>	<b>84.00</b>
<b>Meals</b>	<b>91.04</b>
<b>Mileage</b>	<b>473.46</b>
<b>Total Travel</b>	<u><b>648.50</b></u>
<b>Total Expense</b>	<u><b>13,308.01</b></u>
<b>Net Income</b>	<u><u><b>-7,428.88</b></u></u>

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**NORTHERN COMMUNITY MEDIATION**  
**Expenses by Vendor Summary**  
June 2016

	<u>Jun 16</u>
Ability Body in Motion	80.00
Abuzz Creative	220.00
Chase Bank	12.00
Chemical Bank	268.86
City of Charlevoix	200.00
Dan McGuire	1,320.50
Gaslight Media	45.00
Jane Millar	741.35
Joel Wurster	225.00
Kirstyn Horan	459.60
Online Payroll Service Fee	20.00
Payroll Distribution	8,425.71
Spectrum Business	29.99
St. Francis Xavier	1,000.00
The Print Shop	260.00
<b>TOTAL</b>	<u><u>13,308.01</u></u>



**NORTHERN COMMUNITY MEDIATION**

**Profit & Loss**

January through June 2016

	<u>Jan - Jun 16</u>
<b>Income</b>	
CDP	9,120.00
<b>CDRP Funds</b>	
1st Quarter	13,124.13
2nd Quarter	10,936.77
<b>Total CDRP Funds</b>	<u>24,060.90</u>
<b>County Funding</b>	
Charlevoix	16,500.00
Emmet	16,222.50
<b>Total County Funding</b>	<u>32,722.50</u>
<b>Donation</b>	
Donor Campaign	470.00
Mileage	37.45
Donation - Other	150.00
<b>Total Donation</b>	<u>657.45</u>
<b>Fees</b>	
ACVS	3,000.00
Breach of Contract	1,400.00
Divorce	1,400.00
Domestic	150.00
Employer/Employee	100.00
General Civil	50.00
Ord, Statute, Reg.	100.00
Probate	100.00
Property	350.00
Real Estate	100.00
Shoplifting	150.00
SPED	4,600.00
<b>Total Fees</b>	<u>11,500.00</u>
<b>Fund Raising</b>	
<b>Theatre Party</b>	
Bottle Return	4.00
Donation	733.50
Raffle	364.00
Sponsor	7,075.00
Tickets	4,075.00
Tip Jar	25.00
Theatre Party - Other	400.00
<b>Total Theatre Party</b>	<u>12,676.50</u>
<b>Total Fund Raising</b>	12,676.50
<b>GovPayNet</b>	160.00
<b>Grants</b>	
Charlevoix Foundation	2,384.00
Petoskey Foundation	5,679.00
United Way	500.00
Women Who Care	6,000.00

**NORTHERN COMMUNITY MEDIATION**  
**Profit & Loss**  
January through June 2016

	Jan - Jun 16
<b>Total Grants</b>	14,563.00
<b>Interest</b>	23.25
<b>Refund</b>	269.94
<b>Reimbursement Income</b>	474.70
<b>Training &amp; Workshops</b>	
Oakland	1,000.00
<b>Total Training &amp; Workshops</b>	1,000.00
<b>VORP</b>	
Charlevoix	5,020.00
Emmet	3,681.25
<b>Total VORP</b>	8,701.25
<b>Total Income</b>	115,929.49
<b>Expense</b>	
<b>Accounting</b>	900.00
<b>Advertising</b>	2,382.89
<b>Charlevoix Office</b>	
Rent	700.00
Telephone	565.55
<b>Total Charlevoix Office</b>	1,265.55
<b>Communications</b>	
Internet	450.95
Telephone	1,510.34
<b>Total Communications</b>	1,961.29
<b>Contractual</b>	4,323.00
<b>Fringe Benefits</b>	
Dental Insurance	45.20
Health Insurance	2,229.28
Unemployment	382.55
<b>Total Fringe Benefits</b>	2,657.03
<b>Occupancy</b>	
Rent	3,500.00
<b>Total Occupancy</b>	3,500.00
<b>Other</b>	
Board	722.99
Executive Director	1,047.96
Hospitality	315.39
Licenses, Fees, Dues	607.75
PD	255.00
Theatre Party	4,017.66
Theatre Party Charlevoix	32.86
<b>Total Other</b>	6,999.61
<b>Payroll Expenses</b>	4,863.14
<b>Postage</b>	566.95
<b>Printing</b>	904.00



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**NORTHERN COMMUNITY MEDIATION**

**Profit & Loss**

January through June 2016

	<u>Jan - Jun 16</u>
Reimbursement	
Fees	160.00
Total Reimbursement	160.00
Salaries and Wages	52,645.55 ✓
Supplies	1,839.84
Training	
OMC	519.24
Total Training	519.24
Travel	
Lodging	427.38
Meals	117.29
Mileage	1,677.89
Other	3.50
Total Travel	2,226.06
Void	0.00
Total Expense	87,714.15
Net Income	<u>28,215.34</u>

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**NORTHERN COMMUNITY MEDIATION**  
**Expenses by Vendor Summary**  
January through June 2016

	<u>Jan - Jun 16</u>
Ability Body in Motion	80.00
Abuzz Creative	540.00
Applied Imaging	50.88
AT&T	1,734.06
Boyne Area Chamber of Commerce	45.00
Central Interconnect	932.50
Charlevoix Chamber of Commerce	230.00
Charter Communications	333.91
Charter Communicatons	53.99
Chase Bank	34.95
Chemical Bank	268.86
City of Charlevoix	700.00
City Park Grill	98.80
Conflict Resolution Services	150.00
Dan McGuire	3,499.50
DRER, Inc.	182.98
East Jordan Chamber of Commerce	45.00
Emmet County Recycling	80.00
EPS	564.00
First Bankcard	37.46
First Community Bank	24.39
Gaslight Media	270.00
Gordon Food Service	168.12
GovPayNet	160.00
Harbor Springs Chamber of Commerce	165.00
Jane Millar	3,423.80
Joel Wurster	225.00
Johan's	26.95
John Wiley & Sons, Inc.	360.00
Karen Cole	1,445.36
Kirstyn Horan	1,939.58
Mason & Kammermann	900.00
McCardel Water Conditioning	145.50
MCDRPCA	110.75
Meyer Hardware	12.46
Northern Lakes Economic Alliance	20.00
Northern Michigan Review	1,091.30
Office Max	159.25
Oleson's	70.40
Online Payroll Service Fee	70.00
Payroll Distribution	57,284.69
Petoskey Chamber of Commerce	660.00
Petoskey Cinema	1,412.50
Pitney Bowes	537.47
PMP	224.00
Rotary	296.25
Rotary Club of Petoskey	190.25
Sign & Design	125.00
Sky's the Limit	30.00
Spectrum Business	314.88
St. Francis Xavier	3,500.00
Taylor Rental	499.50
The 501 Alliance	382.55

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**NORTHERN COMMUNITY MEDIATION**  
**Expenses by Vendor Summary**  
January through June 2016

	<u>Jan - Jun 16</u>
The Print Shop	1,475.00
Trophy Case	31.80
Weathervane	260.51
Zonta	40.00
<b>TOTAL</b>	<u><u>87,714.15</u></u>

## NORTHERN COMMUNITY MEDIATION Balance Sheet Prev Year Comparison

As of June 30, 2016

	Jun 30, 16	Jun 30, 15	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
CD Bank of N. MI 803611	0.00	6,557.94	-6,557.94	-100.0%
CD Bank of N. MI 804631	0.00	6,186.61	-6,186.61	-100.0%
CD Bank of N. MI 806536	0.00	6,366.52	-6,366.52	-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 1st Community Bank	46,034.38	0.00	46,034.38	100.0%
Checking Chase	2,838.77	26,222.75	-23,383.98	-89.2%
Money Market Fifth Third	5,000.21	0.00	5,000.21	100.0%
Money Market PNC	5,000.17	0.00	5,000.17	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	8,092.11	18,085.25	-9,993.14	-55.3%
Savings Chemical Bank	20,287.88	20,280.26	7.62	0.0%
<b>Total Checking/Savings</b>	<b>153,924.57</b>	<b>131,095.51</b>	<b>22,829.06</b>	<b>17.4%</b>
<b>Total Current Assets</b>	<b>153,924.57</b>	<b>131,095.51</b>	<b>22,829.06</b>	<b>17.4%</b>
<b>Fixed Assets</b>				
Accumulated Depreciation	-22,885.95	-20,362.95	-2,523.00	-12.4%
<b>Equipment</b>				
Maintenance	190.00	190.00	0.00	0.0%
Purchase	658.00	658.00	0.00	0.0%
Equipment - Other	20,313.14	19,814.14	499.00	2.5%
<b>Total Equipment</b>	<b>21,161.14</b>	<b>20,662.14</b>	<b>499.00</b>	<b>2.4%</b>
<b>Total Fixed Assets</b>	<b>-1,724.81</b>	<b>299.19</b>	<b>-2,024.00</b>	<b>-676.5%</b>
<b>Other Assets</b>				
Investments - CCCF	11,677.77	12,134.67	-456.90	-3.8%
Investments - PHSACF	13,598.44	13,945.42	-346.98	-2.5%
<b>Total Other Assets</b>	<b>25,276.21</b>	<b>26,080.09</b>	<b>-803.88</b>	<b>-3.1%</b>
<b>TOTAL ASSETS</b>	<b>177,475.97</b>	<b>157,474.79</b>	<b>20,001.18</b>	<b>12.7%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Other Current Liabilities</b>				
Federal Income Tax Withheld	630.00	638.00	-8.00	-1.3%
Fica Tax Withheld	1,177.26	1,156.94	20.32	1.8%
Michigan Unemployment	2,956.87	1,853.77	1,103.10	59.5%
State Income Tax Withheld	636.66	286.26	350.40	122.4%
<b>Total Other Current Liabilities</b>	<b>5,400.79</b>	<b>3,934.97</b>	<b>1,465.82</b>	<b>37.3%</b>
<b>Total Current Liabilities</b>	<b>5,400.79</b>	<b>3,934.97</b>	<b>1,465.82</b>	<b>37.3%</b>
<b>Total Liabilities</b>	<b>5,400.79</b>	<b>3,934.97</b>	<b>1,465.82</b>	<b>37.3%</b>
<b>Equity</b>				
*Retained Earnings	143,859.85	145,470.20	-1,610.35	-1.1%
Opening Bal Equity	-0.01	-0.01	0.00	0.0%
Net Income	28,215.34	8,069.63	20,145.71	249.7%
<b>Total Equity</b>	<b>172,075.18</b>	<b>153,539.82</b>	<b>18,535.36</b>	<b>12.1%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>177,475.97</b>	<b>157,474.79</b>	<b>20,001.18</b>	<b>12.7%</b>