

INCOME EXPENSE REPORT JUNE 2015

INCOME CATEGORY	MONTH	2015 YTD	2015 Budget	2015 Project	2014 YTD
CDRP Funds		26,407.11	48,012.92	48,012.92	25,469.23
Agency Funds					
A. Charlevoix County		16,500.00	33,000.00	33,000.00	16,500.00
B. Emmet County		15,450.00	30,900.00	30,900.00	15,450.00
C. VORP Charlevoix	700.00	3,600.00	8,500.00	8,500.00	3,600.00
D. VORP Emmet		2,500.00	7,500.00	7,500.00	2,500.00
E. CDP Charlevoix		8,000.00	8,000.00	8,000.00	8,000.00
E.Fees for Service	125.00	2,525.00	6,500.00	5,760.00	3,760.00
F. ACVS Fees		1,100.00	2,100.00	2,100.00	2,000.00
G. SPED Fees			1,500.00	500.00	2,000.00
H. Donations		46.90	500.00	500.00	53.00
I. Donor Campaign		2,522.50	4,000.00	4,000.00	2,748.50
K. Theatre Party					
1. Sponsorships		6,425.00	5,925.00	6,425.00	5,925.00
2. Ticket Sales		2,375.00	3,185.00	2,375.00	3,185.00
3. Other		1,573.90	1,675.00	1,573.90	1,674.50
L. Reimbursement/Rebate	90.00	343.10		255.00	114.25
M. Interest	8.80	47.94	90.00	80.00	51.00
N. Training					
1. 40-Hour		1,550.00	4,500.00	1,550.00	
2. Advanced - Spring					4,945.00
3. Roundtables					
Grants					
A. Bay Harbor Foundation					
B. Charlevoix Foundation		1,540.00	1,540.00	1,540.00	350.00
C. Petoskey Foundation		1,540.00	1,540.00	1,540.00	1,834.00
D. United Way	1,055.00	2,349.75	1,294.75	3,211.00	2,381.25
E. Charlevoix Lions					
F. Revenue Sharing				1,321.00	4,600.00
G. Women's Club					
Transfer from Savings					
TOTAL INCOME	1,978.80	96,396.20	170,262.67	168,643.82	107,140.73
In Kind					
A. Accounting Services		200.00	400.00	400.00	200.00
B. Volunteer Mediators	9,712.50	66,675.00	155,430.00	133,350.00	83,325.00
C. Volunteer Labor					1,260.00
D. Volunteer Training		600.00	1,200.00	1,200.00	
E. Mediation Locations	200.00	2,500.00	6,250.00	5,000.00	3,400.00
F. Rent	1,300.00	7,800.00	15,600.00	15,600.00	7,800.00
G. Equipment/Supplies		507.21	400.00	525.00	306.50
H. Cell Phone	116.07	734.09	2,109.85	1,470.00	868.01
I. Theatre Party		3,313.00	3,003.00	3,313.00	3,003.00
J. Training Locations		500.00	2,000.00	1,000.00	
K. Mileage			500.00	500.00	
L. GoToMyPC	19.95	147.65	240.00	294.00	119.70
M. Miscellaneous	20.37	209.30		220.00	
IN KIND INCOME	11,368.89	82,986.25	187,132.85	162,872.00	100,282.21
TOTAL + IN KIND INCOME	13,347.69	179,382.45	357,395.52	331,515.82	207,422.94

EXPENSE CATEGORY	MONTH	2015 YTD	2015 Budget	2015 Project	2014 YTD
1. Personnel					
A. Salaries	7,705.62	50,086.53	100,173.00	100,173.00	50,736.40
B. FICA	589.46	4,745.67	7,663.24	7,663.24	4,714.14
C. Worker's Compensation			594.00	594.00	
D. Unemployment		497.90	1,001.73	1,001.73	579.72
E. Insurance/Education		2,057.78	5,500.00	5,500.00	
2. Accounting		955.00	2,735.00	2,735.00	585.00
3. Advertising	30.00	1,410.00	2,345.00	2,345.00	1,486.31
4. Charlevoix Office					
A. Rent	100.00	800.00	1,200.00	1,200.00	600.00
B. Telephone	94.57	581.40	990.00	1,132.00	476.28
5.. Communications					
A. Telephone	211.43	1,272.48	2,611.00	2,536.00	1,328.96
B. Internet	60.00	354.00	540.00	660.00	417.30
6. Contractual	2,060.00	3,093.37	2,060.00	3,200.00	2,277.00
7. Equipment					
A. Purchase		3,561.00	4,204.00	4,204.00	3,661.65
B. Repair & Maintenance			300.00	300.00	172.50
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		10.00	
10. Occupancy - Rent	500.00	3,500.00	6,000.00	6,000.00	3,000.00
11. Other					
A. Board		403.65	728.00	728.00	1,938.15
B. Executive Director	25.00	1,279.24	1,770.00	2,500.00	834.36
C. Hospitality		463.31	755.00	755.00	827.89
D. Licenses, Fees, Dues	10.00	680.91	1,068.00	1,068.00	505.00
E. PD	101.07	141.07	1,460.00	1,460.00	820.00
F. Staff Retreat			125.00	125.00	
G. Theatre Party		4,042.67	2,655.00	4,042.67	4,126.24
12. Postage	167.48	497.51	1,015.00	1,015.00	654.56
13. Printing		822.50	2,893.75	2,893.75	1,843.00
14. Reimbursement		25.00		25.00	
15. Supplies	8.00	1,246.42	3,335.00	3,335.00	2,234.46
16. Training					
A. 40-Hour	69.59	5,690.25	5,067.05	5,620.56	
B. Roundtables			160.00	160.00	
C. Advanced Spring					3981.45
D. Security					696
17. Travel					
A. Lodging			825.00	825.00	435.32
B. Meals			273.00	273.00	281.14
C. Mileage	315.29	913.66	7,215.25	7,215.25	2,171.79
D. Other		80.97		100.00	7.00
TOTAL EXPENSES	12,047.51	89,212.29	169,486.02	173,619.20	91,391.62
18. Gain (Loss)		17,251.91	776.65	-3,835.38	24,802.06
Comparison of Income & Expenses		94,416.69	170,262.67	169,783.82	80,021.55

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
June 2015

	<u>Jun 15</u>
Income	
Agency Funds	
VORP Charlevoix	700.00
Total Agency Funds	<u>700.00</u>
Fees	
Breach of Contract	125.00
Total Fees	<u>125.00</u>
Grants	
United Way	1,055.00
Total Grants	<u>1,055.00</u>
Interest	8.80
Refund	90.00
Total Income	<u>1,978.80</u>
Expense	
Advertising	30.00
Charlevoix Office	
Rent	100.00
Telephone	94.57
Total Charlevoix Office	<u>194.57</u>
Communications	
Internet	60.00
Telephone	211.43
Total Communications	<u>271.43</u>
Contractual	2,060.00
Occupancy	
Rent	500.00
Total Occupancy	<u>500.00</u>
Other	
Executive Director	25.00
Licenses, Fees, Dues	10.00
PD	101.07
Total Other	<u>136.07</u>
Payroll Expenses	589.46
Postage	167.48
Salaries and Wages	7,705.62
Supplies	8.00
Training	
40-Hour	69.59
Total Training	<u>69.59</u>
Travel	
Mileage	315.29
Total Travel	<u>315.29</u>

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
June 2015

	<u>Jun 15</u>
Total Expense	<u>12,047.51</u>
Net Income	<u><u>-10,068.71</u></u>

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NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
June 2015

	<u>Jun 15</u>
AT&T	351.00
City of Charlevoix	100.00
Dan McGuire	1,985.00
EPS	75.00
Gaslight Media	45.00
McCardel Water Conditioning	8.00
Online Payroll Service Fee	10.00
Payroll Distribution	8,295.08
Petoskey Chamber of Commerce	25.00
Pitney Bowes	167.48
St. Francis Xavier	500.00
Terri Sevener	485.95
TOTAL	<u>12,047.51</u>

NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through June 2015

Jan - Jun 15

Income	
Agency Funds	
VORP Charlevoix	700.00
Total Agency Funds	700.00
CDP	8,000.00
CDRP Funds	
1st Quarter	14,403.88
2nd Quarter	12,003.23
Total CDRP Funds	26,407.11
County Funding	
Charlevoix	16,500.00
Emmet	15,450.00
Total County Funding	31,950.00
Donation	
Donor Campaign	2,522.50
Mileage	46.90
Total Donation	2,569.40
Fees	
ACVS	1,100.00
Breach of Contract	425.00
Divorce	1,875.00
Landlord/Tenant	125.00
Real Estate	100.00
Total Fees	3,625.00
Fund Raising	
Theatre Party	
Donation	1,128.90
Raffle	406.00
Sponsor	6,425.00
Tickets	2,375.00
Tip Jar	39.00
Total Theatre Party	10,373.90
Total Fund Raising	10,373.90
Grants	
Charlevoix Foundation	1,540.00
Petoskey Foundation	1,540.00
United Way	2,349.75
Total Grants	5,429.75
Interest	47.94
Refund	343.10
Training & Workshops	
40-Hour	1,550.00
Total Training & Workshops	1,550.00
VORP	

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through June 2015

	Jan - Jun 15
Charlevoix	2,900.00
Emmet	2,500.00
Total VORP	5,400.00
Total Income	96,396.20
Expense	
Accounting	955.00
Advertising	1,410.00
Charlevoix Office	
Rent	800.00
Telephone	581.40
Total Charlevoix Office	1,381.40
Communications	
Internet	354.00
Telephone	1,272.48
Total Communications	1,626.48
Contractual	3,093.37
Equipment Expense	
Purchase	3,561.00
Total Equipment Expense	3,561.00
Fringe Benefits	
Health Insurance	1,830.38
Insurance	227.40
Unemployment	497.90
Total Fringe Benefits	2,555.68
Miscellaneous	10.00
Occupancy	
Rent	3,500.00
Total Occupancy	3,500.00
Other	
Board	403.65
Executive Director	1,279.24
Hospitality	463.31
Licenses, Fees, Dues	680.91
PD	141.07
Theatre Party	4,042.67
Total Other	7,010.85
Payroll Expenses	4,745.67
Postage	497.51
Printing	822.50
Reimbursement	25.00
Salaries and Wages	50,086.53
Supplies	1,246.42
Training	
40-Hour	5,690.25

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through June 2015

	<u>Jan - Jun 15</u>
Total Training	5,690.25
Travel	
Mileage	913.66
Other	80.97
Total Travel	<u>994.63</u>
Void	0.00
Total Expense	<u>89,212.29</u>
Net Income	<u>7,183.91</u>

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NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through June 2015

	<u>Jan - Jun 15</u>
AT&T	2,132.88
Bill & Carol's	54.43
Boyer Area Chamber of Commerce	140.00
Cafe Sante	50.00
Charlevoix Chamber of Commerce	330.00
Charlevoix County Community Foundation	50.00
Chase Bank	22.95
Check Supply	22.95
City of Charlevoix	800.00
City Park Grill	35.53
Crossroads Industries	35.00
D&W Fresh Market	43.25
Dan Harris Law Firm	25.00
Dan McGuire	2,621.00
Dixie Bunker	467.52
East Jordan Chamber of Commerce	10.00
Emmet County Recycling	80.00
EPS	2,978.87
Gaslight Media	270.00
Gordon Food Service	447.15
Harbor Springs Chamber of Commerce	110.00
Hi-Tech	1,549.50
Island Airways	80.97
Jane Millar	1,099.33
Jimmy Johns	40.30
Mason & Kammermann	955.00
McCardel Water Conditioning	59.25
MCDRPCA	115.01
Meyer Hardware	90.47
Northern Copy Express	61.84
Northern Lakes Economic Alliance	20.00
Northern Michigan Review	1,471.70
Office Depot	275.74
Office Max	381.87
Oleson's	11.97
Online Payroll Service Fee	60.00
Payroll Distribution	54,832.20
Petoskey Chamber of Commerce	1,015.00
Petoskey Cinema	972.00
Petoskey Public School	280.00
Pitney Bowes	334.96
Postmaster	152.75
Roast & Toast	150.78
Rotary	709.75
Sign & Design	125.00
Sky's the Limit	68.99
St. Francis Xavier	3,500.00
Stafford's Hospitality	439.56
State of Michigan	10.00
Taylor Rental	514.50
Terri Sevener	2,219.06
The 501 Alliance	497.90
The Bistro	155.01

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NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through June 2015

	<u>Jan - Jun 15</u>
The Print Shop	1,472.50
Tne New York Restaurant	100.00
Trophy Case	32.00
United Way	30.00
Wanda Joseph	4,310.27
Weathervane	290.58
TOTAL	<u><u>89,212.29</u></u>

NORTHERN COMMUNITY MEDIATION Balance Sheet Prev Year Comparison

As of June 30, 2015

	Jun 30, 15	Jun 30, 14	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
CD Bank of N. MI 803611	6,557.94	6,538.31	19.63	0.3%
CD Bank of N. MI 804631	6,186.61	6,155.77	30.84	0.5%
CD Bank of N. MI 806536	6,366.52	6,334.79	31.73	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	25,339.55	35,852.85	-10,513.30	-29.3%
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	18,085.25	18,074.11	11.14	0.1%
Savings Chemical Bank	20,277.74	0.00	20,277.74	100.0%
Savings NW Bank 710205349	0.00	10,272.41	-10,272.41	-100.0%
Total Checking/Savings	130,209.79	130,406.19	-196.40	-0.2%
Total Current Assets	130,209.79	130,406.19	-196.40	-0.2%
Fixed Assets				
Accumulated Depreciation	-20,362.95	-18,412.95	-1,950.00	-10.6%
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	299.19	2,249.19	-1,950.00	-86.7%
Other Assets				
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%
Total Other Assets	23,890.00	22,500.53	1,389.47	6.2%
TOTAL ASSETS	154,398.98	155,155.91	-756.93	-0.5%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Federal Income Tax Withheld	638.00	742.00	-104.00	-14.0%
Fica Tax Withheld	1,156.94	1,194.24	-37.30	-3.1%
Michigan Unemployment	1,853.77	832.81	1,020.96	122.6%
State Income Tax Withheld	286.26	316.66	-30.40	-9.6%
Total Other Current Liabilities	3,934.97	3,085.71	849.26	27.5%
Total Current Liabilities	3,934.97	3,085.71	849.26	27.5%
Total Liabilities	3,934.97	3,085.71	849.26	27.5%
Equity				
*Retained Earnings	143,280.11	135,886.80	7,393.31	5.4%
Opening Bal Equity	-0.01	-0.01	0.00	0.0%
Net Income	7,183.91	16,183.41	-8,999.50	-55.6%
Total Equity	150,464.01	152,070.20	-1,606.19	-1.1%
TOTAL LIABILITIES & EQUITY	154,398.98	155,155.91	-756.93	-0.5%