

INCOME EXPENSE REPORT JUNE 2012

INCOME CATEGORY	MONTH	2012 YTD	2012 Budget	Projected	2011 YTD
CDRP Funds		25,868.13	47,032.97	47,032.97	24,815.76
Agency Funds					
A. Charlevoix County	8,250.00	16,500.00	33,000.00	33,000.00	16,500.00
B. Emmet County		7,725.00	30,900.00	30,900.00	15,450.00
C. VORP Charlevoix	1,400.00	4,300.00	8,500.00	8,500.00	3,500.00
D. VORP Emmet	625.00	3,750.00	7,500.00	7,500.00	3,125.00
E. CDP Charlevoix		8,000.00	8,000.00	8,000.00	8,000.00
E.Fees for Service	300.00	1,620.00	3,500.00	3,200.00	1,455.00
F. ACVS Fees		1,500.00	2,300.00	2,300.00	2,100.00
G. SPED Fees		2,200.00	500.00	2,200.00	
H. Donations	1,000.00	3,200.28	3,000.00	3,500.00	3,010.50
I. Designated Gifts					
J. Donor Campaign			3,000.00	3,000.00	2,050.00
K. Theatre Party					
1. Sponsorships		4,700.00	5,000.00	4,700.00	4,999.01
2. Ticket Sales		2,800.00	3,900.00	2,800.00	3,925.00
3. Other		1,607.60	100.00	1,607.60	210.70
L. Bartending					51.00
M. Reimbursement/Rebate		37.83		37.83	
N. Interest	1.43	38.30	2,000.00	1,000.00	1,501.56
O. Training					
1. 40-Hour					
2. Advanced - Spring			1,200.00	0.00	
3. Advanced - Fall			1,200.00	1,200.00	418.00
Grants					
A. Bay Harbor Foundation					3,663.00
B. Charlevoix Foundation					
C. Petoskey Foundation					
D. United Way	625.00	1,566.25	941.25	1,875.00	1,691.25
E. Charlevoix Lions					200.00
Transfer from Savings			6,391.35	4,851.69	
TOTAL INCOME	12,201.43	85,413.39	167,965.57	167,205.09	96,665.78
In Kind					
A. Accounting Services		200.00	500.00	500.00	145.00
B. Volunteer Mediators	17,362.50	62,610.00	162,072.00	162,072.00	69,997.50
C. Volunteer Labor	20.00	20.00			20.00
D. Volunteer Training			600.00	600.00	600.00
E. Mediation Locations	350.00	2,050.00	6,120.00	6,120.00	2,700.00
F. Rent	1,300.00	4,800.00	15,600.00	15,600.00	6,500.00
G. Equipment/Supplies					160.00
H. Cell Phone	214.52	850.36	715.00	1,615.00	245.27
I. Theatre Party		2,423.50	2,500.00	2,423.50	
J. Training Locations			1,000.00	1,000.00	
K. Mileage			500.00	500.00	70.00
L. GoToMyPC	19.95	119.70	240.00	240.00	99.75
IN KIND INCOME	19,266.97	73,073.56	189,847.00	190,670.50	80,537.52
TOTAL + IN KIND INCOME	31,468.40	158,486.95	357,812.57	357,875.59	177,203.30

EXPENSE CATEGORY	MONTH	2012 YTD	2012 Budget	Projected	2011 YTD
1. Personnel					
A. Salaries	11,367.24	50,488.80	99,516.00	99,516.00	45,535.44
B. FICA	949.21	4,036.25	7,612.97	7,612.97	3,483.48
C. Worker's Compensation			498.00	498.00	
D. Unemployment		654.80	986.60	986.60	829.60
E. Insurance/Education		1,099.10	7,500.00	7,500.00	198.59
2. Accounting	250.00	850.00	3,520.00	3,520.00	600.00
3. Advertising	50.00	1,062.43	1,430.00	1,430.00	1,264.52
4. Charlevoix Office					
A. Rent	100.00	600.00	1,200.00	1,200.00	600.00
B. Telephone	59.66	436.72	700.00	700.00	354.47
C. Supplies					
5.. Communications					
A. Telephone	207.29	1,252.15	2,700.00	2,700.00	1,445.42
B. Internet	54.95	329.70	660.00	660.00	323.70
6. Contractual		487.50	2,200.00	2,200.00	2,004.33
7. Equipment					
A. Purchase			500.00	800.00	1,339.00
B. Repair & Maintenance			1,000.00	1,000.00	396.85
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	500.00	3,000.00	6,000.00	6,000.00	3,000.00
10. Other					
A. Board		531.37	696.50	696.50	461.74
B. Dinner Party			0.00	0.00	40.00
C. Executive Director	40.00	615.26	1,927.00	1,927.00	777.52
D. Hospitality		458.07	600.00	800.00	385.08
E. Licenses, Fees, Dues	10.00	407.00	920.00	920.00	160.00
F. PD	370.00	380.00	700.00	700.00	20.00
G. Shoplifting					
H. Staff Retreat			100.00	100.00	
I. Theatre Party		3,452.02	2,577.50	3,452.02	2,470.62
11. Postage	458.00	916.00	1,700.00	1,700.00	616.00
12. Reimbursement					25.00
13. Printing			1,500.00	1,500.00	
14. Supplies	211.66	1,345.98	3,000.00	3,000.00	1,649.15
15. Training					
A. 40-Hour					5,670.11
B. Advanced Spring		150.00	2,500.00	150.00	
C. Advanced Fall			2,800.00	2,800.00	
16. Travel					
A. Lodging	546.54	665.54	585.00	800.00	73.45
B. Meals	21.61	49.93	157.00	157.00	47.65
C. Mileage	503.94	2,038.56	9,955.00	9,955.00	1,548.15
D. Other					7.00
TOTAL EXPENSES	15,700.10	75,307.18	167,965.57	167,205.09	75,326.87
16. Gain (Loss)					
Comparison of Income & Expenses					

07/09/12

NORTHERN COMMUNITY MEDIATION

Profit & Loss

June 2012

	<u>Jun '12</u>
Income	
County Funding	
Charlevoix	8,250.00
Total County Funding	8,250.00
Donation	1,000.00
Fees	
Divorce	300.00
Total Fees	300.00
Grants	
United Way	625.00
Total Grants	625.00
Interest	1.43
VORP	
Charlevoix	1,400.00
Emmet	625.00
Total VORP	2,025.00
Total Income	12,201.43
Expense	
Accounting	250.00
Advertising	50.00
Charlevoix Office	
Rent	100.00
Telephone	59.66
Total Charlevoix Office	159.66
Communications	
Internet	54.95
Telephone	207.29
Total Communications	262.24
Occupancy	
Rent	500.00
Total Occupancy	500.00
Other	
Executive Director	40.00
Licenses, Fees, Dues	10.00
PD	370.00
Total Other	420.00
Payroll Expenses	949.21
Postage	458.00
Salaries and Wages	11,367.24
Supplies	211.66

07/09/12

NORTHERN COMMUNITY MEDIATION
Profit & Loss
June 2012

	<u>Jun '12</u>
Travel	
Lodging	546.54
Meals	21.61
Mileage	<u>503.94</u>
Total Travel	<u>1,072.09</u>
Total Expense	<u>15,700.10</u>
Net Income	<u><u>-3,498.67</u></u>

07/09/12

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
June 2012

	<u>Jun '12</u>
AT&T	266.95
Bert Rousseau	764.76
City of Charlevoix	100.00
Crystal Mountain	300.84
Culligan	25.00
Gaslight Media	84.95
Gordon Food Service	81.43
MACM	370.00
Mason & Kammermann	250.00
Office Max	91.76
Online Payroll Service Fee	10.00
Payroll Distribution	12,316.45
Petoskey Chamber of Commerce	40.00
Pitney Bowes	158.00
Reserve Account	300.00
St. Francis Xavier	500.00
Terri Sevenser	39.96
TOTAL	<u><u>15,700.10</u></u>

07/09/12

NORTHERN COMMUNITY MEDIATION

Profit & Loss

January through June 2012

	<u>Jan - Jun '12</u>
Income	
Agency Funds	
Reimbursement	37.83
Total Agency Funds	<u>37.83</u>
CDP	8,000.00
CDRP Funds	
1st Quarter	14,109.89
2nd Quarter	11,758.24
Total CDRP Funds	<u>25,868.13</u>
County Funding	
Charlevoix	16,500.00
Emmet	7,725.00
Total County Funding	<u>24,225.00</u>
Donation	
Mileage	130.28
Donation - Other	3,070.00
Total Donation	<u>3,200.28</u>
Fees	
ACVS	1,500.00
Breach of Contract	80.00
Cancellation	40.00
Divorce	850.00
Shoplifting	650.00
SPED	2,200.00
Total Fees	<u>5,320.00</u>
Fund Raising	
Theatre Party	
Donation	1,000.00
Raffle	203.00
Refund	404.60
Sponsor	4,700.00
Tickets	2,800.00
Total Theatre Party	<u>9,107.60</u>
Total Fund Raising	9,107.60
Grants	
United Way	1,566.25
Total Grants	<u>1,566.25</u>
Interest	38.30
VORP	
Charlevoix	4,300.00
Emmet	3,750.00
Total VORP	<u>8,050.00</u>
Total Income	<u>85,413.39</u>

07/09/12

NORTHERN COMMUNITY MEDIATION

Profit & Loss

January through June 2012

	<u>Jan - Jun '12</u>
Expense	
Accounting	850.00
Advertising	1,062.43
Charlevoix Office	
Rent	600.00
Telephone	436.72
Total Charlevoix Office	<u>1,036.72</u>
Communications	
Internet	329.70
Telephone	1,252.15
Total Communications	<u>1,581.85</u>
Contractual	487.50
Fringe Benefits	
Education	1,099.10
Unemployment	654.80
Total Fringe Benefits	<u>1,753.90</u>
Occupancy	
Rent	3,000.00
Total Occupancy	<u>3,000.00</u>
Other	
Board	531.37
Executive Director	615.26
Hospitality	458.07
Licenses, Fees, Dues	407.00
PD	380.00
Theatre Party	3,452.02
Total Other	<u>5,843.72</u>
Payroll Expenses	4,036.25
Postage	916.00
Salaries and Wages	50,488.80
Supplies	1,345.98
Training	
Update	150.00
Total Training	<u>150.00</u>
Travel	
Lodging	665.54
Meals	49.93
Mileage	2,038.56
Total Travel	<u>2,754.03</u>
Void	0.00
Total Expense	<u>75,307.18</u>
Net Income	<u><u>10,106.21</u></u>

07/09/12

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through June 2012

	<u>Jan - Jun '12</u>
AT&T	1,688.87
Bay Harbor Golf Club	250.00
Bert Rousseau	1,317.87
Bill & Carol's	16.42
Charlevoix Chamber of Commerce	250.00
City of Charlevoix	600.00
City Park Grill	147.09
Crystal Mountain	300.84
Culligan	106.00
Emmet County Department of Public Works	72.00
Gaslight Media	509.70
Gordon Food Service	315.18
Hi-Tech	622.50
Jane Millar	1,502.18
Kiwanis	50.00
MACM	370.00
Marsha Harrison	106.56
Mason & Kammermann	850.00
MSU Extension	10.00
North Central Michigan College	874.00
Northern Credit Bureau	22.00
Northern Michigan Review	1,382.03
Office Max	255.46
Online Payroll Service Fee	60.00
Payroll Distribution	54,525.05
Petoskey Chamber of Commerce	690.00
Petoskey Cinema	793.50
Pitney Bowes	316.00
Reserve Account	600.00
Rotary	273.50
Sky's the Limit	61.98
Sreve Tresidder	150.00
St. Francis Xavier	3,000.00
Taylor Rental	427.00
Terri Sevener	39.96
The 501 Alliance	654.80
The Print Shop	1,002.00
Trophy Case	60.00
Wayne Tri	172.09
Weathervane	296.10
Wiley Subscription Services	166.50
TOTAL	<u>74,907.18</u>

NORTHERN COMMUNITY MEDIATION
Balance Sheet Prev Year Comparison

As of June 30, 2012

	Jun 30, '12	Jun 30, '11	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
CD Bank of N. MI 803611	6,495.93	6,466.83	29.10	0.5%
CD Bank of N. MI 804631	6,071.68	6,011.17	60.51	1.0%
CD Char State Bank 18756	5,825.93	5,742.46	83.47	1.5%
CD Char State Bank 18910	12,021.96	11,846.10	175.86	1.5%
CD First Comm. Bank 60302215	7,752.07	7,705.80	46.27	0.6%
CD First Comm. Bank 60302716	5,527.11	5,502.20	24.91	0.5%
CD PNC Bank 22013275839	6,259.21	6,223.33	35.88	0.6%
Checking Chase	22,219.95	29,302.22	-7,082.27	-24.2%
Petty Cash	100.00	100.00	0.00	0.0%
Savings Bay Winds	15,542.95	15,501.31	41.64	0.3%
Savings Chase	18,038.04	18,020.07	17.97	0.1%
Savings NW Bank 710205349	10,260.88	10,254.81	6.07	0.1%
Total Checking/Savings	116,115.71	122,676.30	-6,560.59	-5.4%
Total Current Assets	116,115.71	122,676.30	-6,560.59	-5.4%
Fixed Assets				
Accumulated Depreciation	-15,437.00	-13,177.00	-2,260.00	-17.2%
Equipment				
Equipment Repair	150.00	0.00	150.00	100.0%
Purchase	886.95	658.00	228.95	34.8%
Equipment - Other	19,814.14	19,814.14	0.00	0.0%
Total Equipment	20,851.09	20,472.14	378.95	1.9%
Total Fixed Assets	5,414.09	7,295.14	-1,881.05	-25.8%
Other Assets				
Investments - CCCF	10,543.37	10,664.57	-121.20	-1.1%
Investments - PHSACF	10,608.41	10,794.43	-186.02	-1.7%
Total Other Assets	21,151.78	21,459.00	-307.22	-1.4%
TOTAL ASSETS	142,681.58	151,430.44	-8,748.86	-5.8%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Accrued Federal Unemp..	-224.00	-224.00	0.00	0.0%
Accrued State Unemp.	173.86	0.00	173.86	100.0%
Federal Income Tax Withheld	-2,020.36	672.28	-2,692.64	-400.5%
Fica Tax Withheld	4,617.47	1,009.40	3,608.07	357.5%
Processing Fee	6.00	6.00	0.00	0.0%
State Income Tax Withheld	134.23	-48.69	182.92	375.7%
Total Other Current Liabilities	2,687.20	1,414.99	1,272.21	89.9%
Total Current Liabilities	2,687.20	1,414.99	1,272.21	89.9%
Total Liabilities	2,687.20	1,414.99	1,272.21	89.9%
Equity				
*Retained Earnings	129,888.18	130,102.54	-214.36	-0.2%
Opening Bal Equity	-0.01	-0.01	0.00	0.0%
Net Income	10,106.21	19,912.92	-9,806.71	-49.3%
Total Equity	139,994.38	150,015.45	-10,021.07	-6.7%
TOTAL LIABILITIES & EQUITY	142,681.58	151,430.44	-8,748.86	-5.8%