

## DECEMBER INCOME REPORT 2005

Budget Categories	CDRP Reporting Period (1)	CDRP Year-To-Date (2)	CDRP Projected for Year	CDRP Approved Budget
CDRP Funds		64,275.33	64,275.33	64,275.33
Agency Funds				
A. Tax Refund				
B. Adjustment				
C. Meal Deal		65.00	65.00	300.00
D. Donation	50.00	454.62	454.62	400.00
E. VORP Charlevoix	625.00	7,500.00	7,500.00	7,500.00
F. VORP Emmet	625.00	6,875.00	6,875.00	7,500.00
G. Charlevoix County		15,000.00	15,000.00	15,000.00
H. Emmet County		15,000.00	15,000.00	15,000.00
I. Designated Gifts		1,200.00	1,200.00	1,200.00
J. Fees for Service	50.00	1,430.00	1,430.00	1,000.00
K. Theatre Party				6,000.00
1. Sponsorships		4,760.00	4,760.00	
2. Tickets/Other		5,021.53	5,021.53	
L. Reimbursement/Rebate		787.72	787.72	
M. Interest	187.70	214.53	214.53	
N. Training				
1. 40-Hour		100.00	100.00	
2. Fifer		2,400.00	2,400.00	
3. Great Lakes		4,901.83	4,901.83	
4. Police		215.00	215.00	
Grants				
A. Charlevoix Foundation	280.00	2,775.00	2,775.00	
B. Petoskey Foundation		1,000.00	1,000.00	
C. United Way				
D. Petoskey Rotary				
E. Charlevoix Rotary				
F. Revenue Sharing		2,965.00	2,965.00	
G. Charlevoix Lions		750.00	750.00	
Account Transfer		5,279.89	5,279.89	
<b>INCOME</b>	<b>1,817.70</b>	<b>142,970.45</b>	<b>142,970.45</b>	<b>118,175.33</b>
Carry Over From 2004		5,223.47	5,223.47	3,638.62
PPMP Transfer		1,020.15	1,020.15	400.00
<b>ACTUAL INCOME</b>	<b>1,817.70</b>	<b>149,214.07</b>	<b>149,214.07</b>	<b>122,213.95</b>
In Kind				
A. Accounting Services		350.00	350.00	600.00
B. Volunteer Mediators	3,762.50	34,311.50	34,311.50	32,300.00
C. Mileage	1,033.27	1,301.01	1,301.01	
D. Volunteer Training		6,225.00	6,225.00	
E. Mediation Locations	100.00	1,350.00	1,350.00	1,500.00
F. Rent	1,000.00	12,000.00	12,000.00	12,000.00
G. Equipment/Supplies		100.00	100.00	
H. Volunteer Labor	100.00	1,660.00	1,660.00	
I. Cell Phone	46.53	562.50	562.50	
J. Theatre Party		4,666.55	4,666.55	
<b>IN KIND INCOME</b>	<b>6,042.30</b>	<b>62,526.56</b>	<b>62,526.56</b>	<b>46,400.00</b>
<b>ACTUAL + IN KIND</b>	<b>7,860.00</b>	<b>211,740.63</b>	<b>211,740.63</b>	<b>168,613.95</b>
Income: 1 + 8 = Profit Loss Statement Income for the Month.				
Income: (2 + 7) - \$12,651.92 (2nd 6 mos. of 2004 PPMP Income) = Profit Loss Statement Income Year-to-Date.				
\$45,807.67 - \$12,651.92 = \$33,155.75. \$33,155.74 (Received as Reimbursement) + \$2062.50 (Received as Advance) = \$35,218.25 (Total of 2004/2005 Funding received YTD). \$6031.75 of 2004/2005 PPMP Income Will Be Received in 2006.				



## DECEMBER EXPENSE REPORT 2005

Budget Categories	CDRP Reporting Period (1)	CDRP To- Date (2)	Year- Date (2)	CDRP Projected for Year	CDRP Approved Budget
1. Personnel					
A. Salaries	5,355.18		69,971.31	69,971.31	72,034.00
B. FICA	409.67		5,352.85	5,352.85	5,510.60
C. Worker's Comp	19.00		597.00	597.00	2,161.02
D. Unemployment			582.52	582.52	720.34
2. Accounting			4,050.00	4,050.00	4,500.00
3. Training					
A. Mediator/40-Hour			567.77	567.77	475.00
B. Technical Assistance			60.00	60.00	
C. Fifer			3,012.78	3,012.78	
D. Great Lakes			3,303.81	3,303.81	
E. Police			157.69	157.69	
4. Contractual			95.00	95.00	
5. Travel					
A. Lodging			71.50	71.50	390.00
B. Meals			45.24	45.24	345.00
C. Mileage	1,926.70		3,037.51	3,037.51	4,200.00
D. Other					25.00
6. Equipment					
A. Purchase			1,077.98	1,077.98	1,200.00
B. Repair & Maintenance	31.78		1,403.07	1,403.07	1,300.00
C. Software					
7. Operating Expenses					
A. Occupancy - Rent	300.00		4,500.00	4,500.00	4,800.00
B. Supplies	117.96		1,750.93	1,750.93	2,700.00
C. Communications					
1. Telephone	191.75		2,714.59	2,714.59	3,000.00
2. Internet	65.95		926.40	926.40	780.00
D. Postage			1,250.62	1,250.62	1,550.00
E. Printing			830.00	830.00	2,550.00
F. Insurance					
1. Employment Practices	224.00		224.00	224.00	321.00
2. Directors & Officers	1,270.00		1,270.00	1,270.00	1,572.00
3. Commercial Umbrella			400.00	400.00	378.00
4. Business Protection			460.00	460.00	497.00
8. Advertising	233.00		646.80	646.80	1,000.00
9. Other					
A. Board			59.12	59.12	450.00
B. Executive Director	432.95		1,239.73	1,239.73	900.00
C. Hospitality	386.52		621.37	621.37	645.00
D. PD	95.00		125.00	125.00	150.00
E. Licenses, Fees, Dues			83.50	83.50	350.00
F. Annual Meeting			554.48	554.48	600.00
G. Meal Deal			84.35	84.35	350.00
H. Theatre Party			3,840.94	3,840.94	3,000.00
I. Account Transfer			5,279.89	5,279.89	
10. Grants					
A. Charlevoix Lions			768.99	768.99	
B. Charlevoix Foundation			2,776.26	2,776.26	
C. Petoskey Foundation			999.00	999.00	
D. Revenue Sharing			2,054.86	2,054.86	

## DECEMBER EXPENSE REPORT 2005

11. Reimbursable					
A. Software		319.00	319.00		
B. Advertising		160.00	160.00		
C. Supplies		19.97	19.97		
D. Travel		256.89	256.89		
<b>REAL EXPENSES</b>	<b>11,059.46</b>	<b>127,602.72</b>	<b>127,602.72</b>	<b>118,453.96</b>	
12. Other					
A. Replacement Fund		300.00	300.00	300.00	
B. Savings		21,311.35	20,412.94	3459.99	
<b>SET ASIDE EXPENSES</b>	<b>0.00</b>	<b>21,611.35</b>	<b>20,712.94</b>	<b>3,759.99</b>	
<b>TOTAL EXPENSES</b>	<b>11,059.46</b>	<b>149,214.07</b>	<b>148,315.66</b>	<b>122,213.95</b>	
Real Expenses: 1 + 8 = Profit Loss Statement Expenses for Month.					
Real Expenses: (2 + 7) - [\$12,941.55 (2nd 6 mos. Of 2004 PPMP Expenses) + \$2,560.99 (PPMP Personnel Expenses)]					
= Profit Loss Expenses Year-to-Date					
\$45 for Supplies + \$65.95 for Printing + \$16.15 for Postage = \$127.10 (Previously Appeared As PPMP Transfer					
And Is Now Recorded Under Appropriate Category)					
Set Aside Expenses = Replacement Fund + Savings.					





01/17/06

NORTHERN COMMUNITY MEDIATION  
Profit & Loss  
December 2005

	Dec '05
<b>Income</b>	
<b>Agency Funds</b>	
Donation	50.00
Fee Divorce	20.00
Fee Employer/Employee	30.00
Interest	187.70
VORP Charlevoix	625.00
VORP Emmet	625.00
<b>Total Agency Funds</b>	<u>1,537.70</u>
<b>Grants</b>	
Charlevoix Foundation	280.00
<b>Total Grants</b>	<u>280.00</u>
<b>Total Income</b>	<u>1,817.70</u>
<b>Expense</b>	
<b>Advertising</b>	233.00
<b>Communications</b>	
Internet	65.95
Telephone	191.75
<b>Total Communications</b>	<u>257.70</u>
<b>Equipment Expense</b>	
Repair & Maintenance	31.78
<b>Total Equipment Expense</b>	<u>31.78</u>
<b>Insurance</b>	
Directors & Officers	1,270.00
Employment Practices	224.00
Worker's Compensation	19.00
<b>Total Insurance</b>	<u>1,513.00</u>
<b>Occupancy</b>	
Rent	300.00
<b>Total Occupancy</b>	<u>300.00</u>
<b>Other</b>	
Executive Director	432.95
Hospitality	386.52
PD	95.00
<b>Total Other</b>	<u>914.47</u>
<b>Payroll Expenses</b>	409.67
<b>PPMP</b>	
Contractual	1,796.00
Mileage	1,555.78
Rent	100.00
Telephone	150.09
Travel	36.91
<b>Total PPMP</b>	<u>3,638.78</u>



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**NORTHERN COMMUNITY MEDIATION**  
**Profit & Loss**  
December 2005

	<u>Dec '05</u>
Salaries and Wages	5,355.18
Supplies	117.96
Travel	
Mileage	<u>1,926.70</u>
Total Travel	1,926.70
Void	<u>0.00</u>
Total Expense	<u>14,698.24</u>
Net Income	<u><u>-12,880.54</u></u>





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NORTHERN COMMUNITY MEDIATION  
Expenses by Vendor Summary  
December 2005

	<u>Dec '05</u>
Adolph Cwik	17.25
Bill's Farm Market	22.00
City of Charlevoix	100.00
Culligan	16.50
David Searles	99.52
Deb LeValley	11.58
Dell Weitzel	77.74
Diana Souza	9.97
Dianne Howell	87.91
Dispute Resolution Center of West Michig	95.00
Frankenmuth Insurance	19.00
Gaslight Media	65.95
George Bour	38.69
George Lewis	28.50
Hi-Tech	31.78
Interaction Book Company	38.00
Jane Gootee	87.83
Jane Millar	154.54
Jeff Higgs	42.92
John Campbell	131.59
Josie MacLean	7.50
Judi Doan	132.40
Julienne Tomatoes	274.50
June Jackson	300.25
Karen Tank	21.00
Kathleen Lame	2,993.59
LDMI	263.92
Lou Fantini	33.19
Meyer Hardware	14.99
Nancy Sherman	24.06
Oleson's	77.52
Pat Dull	43.57
Pat Pulver	357.19
Paul Schemanski	66.07
Payroll Distribution	5,764.85
Petoskey Chamber of Commerce	233.00
Richard Hendrian	377.04
Rob Billideau	59.25
Robert Harkness	169.70
Ron Moore	42.76
Sarah Nelson	17.46
SBC	77.92
Sky's the Limit	12.50
St. Francis Xavier	300.00
Stafford's Hospitality	363.74
Waldvogel Insurance	1,494.00
TOTAL	<u>14,698.24</u>

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**NORTHERN COMMUNITY MEDIATION**  
**Profit & Loss**  
 January through December 2005

	Jan - Dec '05
<b>Income</b>	
<b>Agency Funds</b>	
Charlevoix County	15,000.00
Designated Gift	
Rent	1,200.00
<b>Total Designated Gift</b>	<b>1,200.00</b>
Donation	454.62
Emmet County	16,000.00
Fee Breach of Contract	30.00
Fee Civil Rights	150.00
Fee Divorce	430.00
Fee Domestic	40.00
Fee Employer/Employee	630.00
Fee Ord, Statute, Reg.	50.00
Fee SPED	100.00
Interest	214.63
Meal Deal	65.00
Rebate	30.00
Refund	1.86
Reimbursement	
Advertising	160.00
Software	319.00
Supplies	19.97
Reimbursement - Other	256.89
<b>Total Reimbursement</b>	<b>755.86</b>
Theatre Party	
Raffle	339.00
Refund	157.53
Sponsor	4,760.00
Tickets	4,525.00
<b>Total Theatre Party</b>	<b>9,781.53</b>
Training 40-Hour	100.00
Training Fifer	2,400.00
Training Great Lakes	4,901.83
Training Police	215.00
VORP Charlevoix	7,500.00
VORP Emmet	6,875.00
<b>Total Agency Funds</b>	<b>66,926.23</b>
<b>CDRP Funds</b>	
1st Quarter	19,282.60
2nd Quarter	16,068.83
3rd Quarter	12,855.07
4th Quarter	16,068.83
<b>Total CDRP Funds</b>	<b>64,275.33</b>

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## NORTHERN COMMUNITY MEDIATION

## Profit &amp; Loss

January through December 2005

	Jan - Dec '05
<b>Grants</b>	
Charlevoix Foundation	2,775.00
Charlevoix Lions	750.00
Petoskey Foundation	1,000.00
Revenue Sharing	2,965.00
<b>Total Grants</b>	7,490.00
<b>PPMP Funds</b>	
1st Quarter	12,941.55
2nd Quarter	6,440.31
3rd Quarter	8,054.35
PPMP Funds - Other	5,719.54
<b>Total PPMP Funds</b>	33,155.75
<b>Transfer Income</b>	5,279.89
<b>Total Income</b>	176,126.20
<b>Expense</b>	
Accounting	4,050.00
Advertising	646.80
Communications	
Internet	926.40
Telephone	2,714.59
<b>Total Communications</b>	3,640.99
Contractual	95.00
Equipment Expense	
Purchase	1,077.98
Repair & Maintenance	1,403.07
<b>Total Equipment Expense</b>	2,481.05
Fringe Benefits	
Unemployment	582.52
<b>Total Fringe Benefits</b>	582.52
<b>Grant Expense</b>	
Charlevoix Foundation	2,776.26
Charlevoix Lion's	768.99
Petoskey Foundation	999.00
Revenue Sharing	2,054.86
<b>Total Grant Expense</b>	6,599.11
<b>Insurance</b>	
Business Protector	460.00
Commercial Umbrella	400.00
Directors & Officers	1,270.00
Employment Practices	224.00
Worker's Compensation	597.00
<b>Total Insurance</b>	2,951.00
Meal Deal	84.35

01/17/06

**NORTHERN COMMUNITY MEDIATION**  
**Profit & Loss**  
 January through December 2005

	Jan - Dec '05
Occupancy	
Rent	4,500.00
<b>Total Occupancy</b>	<b>4,500.00</b>
Other	
Annual Meeting	554.48
Board	59.12
Executive Director	1,239.73
Hospitality	621.37
Licenses, Fees, Dues	83.50
PD	125.00
Theatre Party	3,840.94
<b>Total Other</b>	<b>6,524.14</b>
Payroll Expenses	5,352.85
Postage	1,250.62
PPMP	
Contractual	19,266.66
Meals	71.57
Mileage	2,231.58
Postage	277.71
Printing	85.30
Rent	1,200.00
Supplies	399.32
Telephone	1,475.82
Training	108.05
Travel	599.20
<b>Total PPMP</b>	<b>25,715.21</b>
Printing	830.00
Reimbursement	
Advertising	160.00
Software	319.00
Supplies	19.97
Travel	256.89
<b>Total Reimbursement</b>	<b>755.86</b>
Salaries and Wages	69,971.31
Supplies	1,750.93
Training	
40-Hour	67.34
Anne Bachle Fifer	3,012.78
Great Lakes	3,303.81
Mediator	500.43
Police	157.69
Technical Assistance	60.00
<b>Total Training</b>	<b>7,102.05</b>
Transfer	5,279.89

01/17/06

**NORTHERN COMMUNITY MEDIATION**  
**Profit & Loss**  
January through December 2005

	<u>Jan - Dec '05</u>
Travel	
Lodging	71.50
Meals	45.24
Mileage	<u>3,037.51</u>
Total Travel	3,154.25
Void	0.00
Total Expense	<u>153,317.93</u>
Net Income	<u>22,808.27</u>



01/17/06

**NORTHERN COMMUNITY MEDIATION**  
**Expenses by Vendor Summary**  
 January through December 2005

	Jan - Dec '05
Adolph Cwik	17.25
Anne Bachle Fifer	1,374.60
Bill's Farm Market	22.00
Charlevoix Floral	30.50
Charlevoix Screen Masters	160.00
Chuck's TV & Appliance	519.00
City of Charlevoix	1,200.00
City Park Grill	120.00
Crime Victim Advocacy Council	30.00
Culligan	180.25
David Breck	150.00
David Searles	99.52
Deb LeValley	11.58
Dell Weitzel	77.74
Diana Souza	147.49
Dianne Howell	167.83
Dick Arlen	165.00
Dispute Resolution Center of West Michig	95.00
Flat Iron Deli	172.85
Frankenmuth Insurance	1,457.00
Fred Di Martino	900.00
Gaslight Media	926.40
George Bour	117.53
George Lewis	28.50
Gordon Food Service	137.98
Grey Gables Inn	50.00
Hi-Tech	4,395.77
Home Depot	19.97
Intelligent Homes	75.00
Interaction Book Company	38.00
It Starts With Us, Inc.	279.00
Jane Gootee	87.83
Jane Millar	1,662.36
Janice Elliot	431.15
Jeff Higgs	42.92
John Campbell	131.59
Josie MacLean	7.50
Judi Doan	253.40
Julienne Tomatoes	766.63
June Jackson	300.25
Karen Tank	24.00
Kathleen Lame	24,975.20
Keith Lapp	700.00
LDMI	2,679.14
Lou Fantini	33.19
Mason & Kammermann	4,050.00
McLean & Eakin	1,984.80
Meyer Hardware	31.97
Michael Harrington	24.00
Michael Kronk	100.00
Michigan Association of Court Mediators	20.00
Michigan Office Ways	437.19



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**NORTHERN COMMUNITY MEDIATION**  
**Expenses by Vendor Summary**  
January through December 2005

	<u>Jan - Dec '05</u>
Michigan Officeways	62.41
Nancy Sherman	24.06
New York Restaurant	40.00
Northwestern Bank Checks	33.50
Office Max	2,011.56
Oleson's	450.26
Pat Dull	774.67
Pat Pulver	357.19
Paul Schemanski	66.07
Paul Schultz	150.00
Payroll Distribution	75,324.16
Petoskey Chamber of Commerce	298.00
Petoskey Cinema	815.00
Petoskey News Review	446.05
Phone Guide	75.05
Pitney Bowes	326.94
Postmaster	135.69
Richard Hendrian	377.04
Rob Billideau	69.25
Robert Harkness	169.70
Ron Moore	42.76
Rotary	663.00
Sarah Nelson	93.24
SBC	768.24
Sears	449.99
Sign & Design	169.99
Sky's the Limit	138.49
Soft Goals	216.00
St. Francis Xavier	3,600.00
Stafford's Hospitality	1,462.06
State of Michigan	30.00
Taylor Rental	610.30
The 501 Alliance	582.52
The Print Shop	2,490.00
US Postal Service	1,200.00
Wal-mart	124.97
Waldvogel Insurance	1,494.00
<b>TOTAL</b>	<b>148,038.04</b>

02/03/06

**NORTHERN COMMUNITY MEDIATION**  
**Balance Sheet Prev Year Comparison**  
 As of December 31, 2005

	Dec 31, '05	Dec 31, '04	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
CD Bank One	5,406.36	0.00	5,406.36	100.0%
CD First Community Bank	6,754.51	6,695.99	58.52	0.9%
CD Northwestern Bank	0.00	5,260.60	-5,260.60	-100.0%
Checking Charlevoix State Bank	35,710.25	13,790.56	21,919.69	159.0%
Petty Cash	100.00	100.00	0.00	0.0%
Savings Northwestern Bank	2,224.31	1,914.06	310.25	16.2%
<b>Total Checking/Savings</b>	<b>50,195.43</b>	<b>27,761.21</b>	<b>22,434.22</b>	<b>80.8%</b>
<b>Total Current Assets</b>	<b>50,195.43</b>	<b>27,761.21</b>	<b>22,434.22</b>	<b>80.8%</b>
<b>Fixed Assets</b>				
Accumulated Depreciation	-7,806.00	-5,945.00	-1,861.00	-31.3%
Equipment	13,245.19	11,751.37	1,493.82	12.7%
<b>Total Fixed Assets</b>	<b>5,439.19</b>	<b>5,806.37</b>	<b>-367.18</b>	<b>-6.3%</b>
<b>TOTAL ASSETS</b>	<b>55,634.62</b>	<b>33,567.58</b>	<b>22,067.04</b>	<b>65.7%</b>
<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	318.60	391.46	-72.86	-18.6%
Fica Tax Withheld	819.41	858.80	-39.39	-4.6%
State Income Tax Withheld	564.18	675.97	-111.79	-16.5%
<b>Total Other Current Liabilities</b>	<b>1,478.19</b>	<b>1,702.23</b>	<b>-224.04</b>	<b>-13.2%</b>
<b>Total Current Liabilities</b>	<b>1,478.19</b>	<b>1,702.23</b>	<b>-224.04</b>	<b>-13.2%</b>
<b>Total Liabilities</b>	<b>1,478.19</b>	<b>1,702.23</b>	<b>-224.04</b>	<b>-13.2%</b>
<b>Equity</b>				
*Retained Earnings	31,865.35	26,618.16	5,247.19	19.7%
Opening Bal Equity	-0.01	0.00	-0.01	-100.0%
Net Income	22,291.09	5,247.19	17,043.90	324.8%
<b>Total Equity</b>	<b>54,156.43</b>	<b>31,865.35</b>	<b>22,291.08</b>	<b>70.0%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>55,634.62</b>	<b>33,567.58</b>	<b>22,067.04</b>	<b>65.7%</b>