

DECEMBER INCOME REPORT REVISED 2004

Budget Categories	CDRP	CDRP		CDRP	PPMP	PPMP	PPMP	PPMP
	Reporting Period (1)	Year- To-Date (2)	Projected for Year	Approved Budget	Approved Budget	Projected for Year	Year- To Date (7)	Reporting Period (8)
CDRP Funds		67,982.08	67,982.08	67,982.08	41,250.00	41,250.00	12,651.92	
Training Income			0.00	2,000.00				
Agency Funds								
A. Tax Refund		226.43	226.43					
B. Adjustment		45.36	45.36					
C. Meal Deal		261.00	261.00	480.00				
D. Donation	500.00	1,070.00	1,070.00					
E. SPED		700.00	700.00					
F. Interest		120.91	120.91					
G. 90th District Charlevoix								
H. 90th District Emmet								
I. Charlevoix County		15,000.00	15,000.00	15,000.00				
J. Emmet County		15,000.00	15,000.00	15,000.00				
K. Designated Gifts	273.00	3,600.00	3,600.00	2,930.00				
L. Fees for Service		1,060.00	1,060.00	6,150.00				
M. Reimbursement/Rebate	15.00	698.52	698.52					
N. Tenth Anniversary		1,370.00	1,370.00					
O. VORP Charlevoix	625.00	1,875.00	1,875.00					
P. VORP Emmet	1,250.00	1,875.00	1,875.00					
Grants								
A. Charlevoix Foundation		1,200.00	1,200.00					
B. Petoskey Foundation		2,400.00	2,400.00					
C. Lions Club		585.00	585.00					
D. United Way								
E. Petoskey Rotary			0.00	250.00				
F. Charlevoix Rotary			0.00	250.00				
G. Revenue Sharing		7,000.00	7,000.00					
Carry Over		2,459.57	2,459.57	2,459.57				
REAL INCOME	2,663.00	124,528.87	124,528.87	112,501.65	41,250.00	41,250.00	12,651.92	0.00
PPMP Transfer		1,667.94	1,667.94	500.00				
REAL + PPMP	2,663.00	126,196.81	126,196.81	113,001.65	41,250.00	41,250.00	12,651.92	0.00
In Kind								
A. Accounting Services		500.00	500.00	600.00				
B. Volunteer Mediators	1,250.00	27,255.55	27,255.55	18,000.00	17,000.00	17,000.00	4,754.33	983.33
C. Volunteer Clerical			0.00	2,520.00				
D. Volunteer Coordinator		60.00	60.00					
E. Mediation Locations		1,400.00	1,400.00	5,000.00			1,000.00	250.00
F. Rent	1,000.00	12,000.00	12,000.00	12,000.00				
G. Equipment/Supplies	20.00	834.00	834.00					
H. Volunteer Labor		485.00	485.00					
I. Hotel Room Rental		2,000.00	2,000.00					
J. Volunteer Mileage	348.95	348.95	348.95					
IN KIND INCOME	2,618.95	44,883.50	44,883.50	38,120.00	17,000.00	17,000.00	5,754.33	1,233.33
REAL + PPMP + IN KIND	5,281.95	171,080.31	171,080.31	151,121.65	58,250.00	58,250.00	18,406.25	1,233.33

Real Income: 1 + 8 = Profit Loss Statement Income for the Month. (2 + 7) + \$13,476.07 = Profit Loss Statement Income Year-to-Date. Transfer=\$127.10+\$1431.35(salary)+\$109.50(FICA)

DECEMBER EXPENSE REPORT REVISED - 2004

Budget Categories	CDRP Reporting Period (1)	CDRP Year-To-Date (2)	CDRP Projected for Year	CDRP Approved Budget	PPMP Approved Budget	PPMP Projected for Year	PPMP Year-To-Date (7)	PPMP Reporting Period (8)
1. Personnel								
A. Salaries	6,211.52	66,336.04	66,336.04	64,642.80	2,379.00	2,379.00	1,431.35	1,431.35
B. Payroll Expenses (FICA)	429.38	5,029.12	5,029.12	4,945.18	181.99	181.99	109.49	109.49
C. Unemployment			0.00	646.43				
D. Worker's Compensation			0.00	1,939.28				
2. Accounting		4,430.00	4,430.00	3,500.00	400.00	400.00		
3. Training					350.00	350.00	53.04	
A. Mediator		302.28	302.28	1,000.00				
B. Technical Assistance			0.00	500.00				
4. Contractual	150.00	3,600.00	3,600.00		28,800.00	28,800.00	10,406.66	1,396.00
5. Travel					3,269.01	3,269.01	496.99	54.83
A. Lodging		337.71	337.71	390.00				
B. Meals		289.44	289.44	186.00				
C. Mileage	2,226.90	3,868.14	3,868.14	3,434.00			156.96	
D. Other		22.75	22.75	150.00				
6. Equipment								
A. Purchase		6,480.00	6,480.00	1,500.00				
B. Repair & Maintenance	25.00	1,405.48	1,405.48	1,000.00				
7. Operating Expenses								
A. Occupancy					2,250.00	2,250.00		
1. Rent	600.00	7,200.00	7,200.00	7,200.00			436.63	100.00
2. Electricity		20.65	20.65					
3. Gas								
B. Supplies	114.31	2,666.45	2,666.45	2,000.00	500.00	500.00	356.33	29.36
C. Communications								
1. Telephone	123.60	3,330.79	3,330.79	2,316.00	2,160.00	2,160.00	561.26	127.73
2. Internet	65.95	711.17	711.17	180.00				
D. Postage	82.25	1,484.01	1,484.01	1,440.00	450.00	450.00	144.98	12.77
E. Printing	47.04	2,607.49	2,607.49	2,484.00	510.00	510.00	201.60	158.30
F. Insurance								
1. Audit			0.00	25.00				
2. Employment Practices	243.00	243.00	243.00	296.70				
3. Directors & Officers	1,287.00	1,287.00	1,287.00	1,454.75				
4. Commercial Umbrella		350.00	350.00	529.00				
6. Business Protection		460.00	460.00	463.45				
7. Worker's Comp		1,090.00	1,090.00	632.50				
8. Liability								
9. Mediator								
8. Advertising	97.75	3,169.90	3,169.90	4,000.00				
9. Other								
A. Board		124.86	124.86	1,500.00				
B. Executive Director	379.96	1,025.75	1,025.75	1,040.00				
C. Hospitality	182.40	355.05	355.05	400.00				
D. PD		152.34	152.34	250.00				
E. Licenses, Fees, Dues	301.00	676.94	676.94	300.00				
F. Annual Meeting	63.54	63.54	63.54	1,000.00				
G. Relocation		231.83	231.83	600.00				
H. Tenth Anniversary		1,556.96	1,556.96	1,000.00				
I. Other			0.00	56.56				
J. Meal Deal		189.50	189.50					
K. PPMP Transfer							127.10	
Total	12,630.60	121,098.19	121,098.19	113,001.65	41,250.00	41,250.00	14,482.39	3,419.83
10. Savings	3430.68	3430.68	3430.68					
TOTAL	16,061.28	124,528.87	124,528.87	113,001.65	41,250.00	41,250.00	14,482.39	3,419.83

DECEMBER EXPENSE REPORT REVISED - 2004

1+8=Profit Loss Statement Expense for the Month. (2+7+\$15,362.22) -PPMP Transfer = Profit Loss Statement Expense YTD. Transfer=\$1667.94 [\$45(Supplies)+\$65.95(Printing)+\$16.15(Postage)+\$1431.35(Salary)+ \$109.49(FICA)]	
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01/11/05

NORTHERN COMMUNITY MEDIATION
Balance Sheet Prey Year Comparison

As of December 31, 2004

	Dec 31, '04	Dec 31, '03	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
CD-First Community Bank	6,639.37	6,580.93	58.44	0.9%
CD-Northwestern Bank	5,242.24	5,183.74	58.50	1.1%
Charlevoix State Bank Checking	13,788.76	12,712.46	1,076.30	8.5%
Checking	0.00	1,589.78	-1,589.78	-100.0%
Northwestern Bank	1,911.76	0.00	1,911.76	100.0%
Petty Cash	100.00	0.00	100.00	100.0%
Total Checking/Savings	27,682.13	26,066.91	1,615.22	6.2%
Total Current Assets	27,682.13	26,066.91	1,615.22	6.2%
Fixed Assets				
Accumulated Depreciation	-5,945.00	-4,149.00	-1,796.00	-43.3%
Equipment	11,751.37	6,209.42	5,541.95	89.3%
Total Fixed Assets	5,806.37	2,060.42	3,745.95	181.8%
TOTAL ASSETS	33,488.50	28,127.33	5,361.17	19.1%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Accrued Federal Unemp..	-224.00	-151.86	-72.14	-47.5%
Federal Income Tax Withheld	391.46	338.25	53.21	15.7%
Fica Tax Withheld	858.80	745.51	113.29	15.2%
State Income Tax Withheld	675.97	579.07	96.90	16.7%
Total Other Current Liabilities	1,702.23	1,510.97	191.26	12.7%
Total Current Liabilities	1,702.23	1,510.97	191.26	12.7%
Total Liabilities	1,702.23	1,510.97	191.26	12.7%
Equity				
*Retained Earnings	26,616.36	42,625.17	-16,008.81	-37.6%
Net Income	5,169.91	-16,008.81	21,178.72	132.3%
Total Equity	31,786.27	26,616.36	5,169.91	19.4%
TOTAL LIABILITIES & EQUITY	33,488.50	28,127.33	5,361.17	19.1%