

MAY INCOME REPORT REVISED 2005

Budget Categories	CDRP Reporting Period (1)	CDRP Year-To-Date (2)	CDRP Projected for Year	CDRP Approved Budget
CDRP Funds	16,068.83	35,351.43	64,275.33	64,275.33
Agency Funds				
A. Tax Refund				
B. Adjustment				
C. Meal Deal		65.00	300.00	300.00
D. Donation	10.00	264.62	400.00	400.00
E. SPED				
F. VORP Charlevoix	625.00	2,500.00	7,500.00	7,500.00
G. VORP Emmet	625.00	2,500.00	7,500.00	7,500.00
H. Charlevoix County		15,000.00	15,000.00	15,000.00
I. Emmet County		15,000.00	15,000.00	15,000.00
J. Designated Gifts		952.50	1,200.00	1,200.00
K. Fees for Service	40.00	610.00	1,000.00	1,000.00
L. Theatre Party			9,781.53	6,000.00
1. Sponsorships	100.00	4,760.00		
2. Tickets/Other		5,021.53		
N. Reimbursement/Rebate		498.97	500.00	
O. Interest				
P. Training		1,815.00	4,815.00	
Grants				
A. Charlevoix Foundation		1,975.00	1,975.00	
B. Petoskey Foundation		1,000.00	1,000.00	
C. United Way				
D. Petoskey Rotary				
E. Charlevoix Rotary				
F. Revenue Sharing				
G. Charlevoix Lions		750.00	750.00	
INCOME	17,468.83	88,064.05	130,996.86	118,175.33
Carry Over		5,223.47	5,223.47	3,638.62
PPMP Transfer		510.08	400.00	400.00
ACTUAL INCOME	17,468.83	93,797.60	136,620.33	122,213.95
In Kind				
A. Accounting Services			600.00	600.00
B. Volunteer Mediators	2,212.50	8,259.50	24,000.00	32,300.00
C. Volunteer Clerical				
D. Volunteer Training		6,225.00	6,225.00	
E. Mediation Locations	200.00	500.00	1,050.00	1,500.00
F. Rent	1,000.00	5,000.00	12,000.00	12,000.00
G. Equipment/Supplies				
H. Volunteer Labor		1,260.00	1,500.00	
I. Cell Phone	94.51	281.15	558.00	
J. Theatre Party		4,666.55	4,666.55	
IN KIND INCOME	3,507.01	26,192.20	50,599.55	46,400.00
ACTUAL + IN KIND	20,975.84	119,989.80	187,219.88	168,613.95
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.				
Actual Income = Income + Carry Over + PPMP Transfer.				

MAY EXPENSE REPORT REVISED 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	5,200.68	29,951.66		72,034.00	72,034.00
B. FICA	397.85	2,291.30		5,510.60	5,510.60
C. Worker's Comp				2,161.02	2,161.02
D. Unemployment		376.16		720.34	720.34
2. Accounting		350.00		4,500.00	4,500.00
3. Training					
A. Mediator		471.25		475.00	475.00
B. Technical Assistance		60.00		100.00	
C. Other	8.36	1,141.29		3,100.00	
4. Contractual					
5. Travel					
A. Lodging		71.50		390.00	390.00
B. Meals		42.61		345.00	345.00
C. Mileage		410.52		4,200.00	4,200.00
D. Other				25.00	25.00
6. Equipment					
A. Purchase				1,200.00	1,200.00
B. Repair & Maintenance	65.00	647.78		1,300.00	1,300.00
C. Software					
7. Operating Expenses					
A. Occupancy - Rent	300.00	2,400.00		4,800.00	4,800.00
B. Supplies	332.44	872.65		2,700.00	2,700.00
C. Communications					
1. Telephone	152.75	658.20		3,000.00	3,000.00
2. Internet		263.80		780.00	780.00
D. Postage	3.95	483.72		1,550.00	1,550.00
E. Printing				2,550.00	2,550.00
F. Insurance					
1. Employment Practices				321.00	321.00
2. Directors & Officers				1,572.00	1,572.00
3. Commercial Umbrella				378.00	378.00
4. Business Protection				497.00	497.00
8. Advertising		269.25		1,000.00	1,000.00
9. Other					
A. Board				450.00	450.00
B. Executive Director		270.00		900.00	900.00
C. Hospitality	21.59	66.31		645.00	645.00
D. PD		30.00		150.00	150.00
E. Licenses, Fees, Dues		53.50		350.00	350.00
F. Annual Meeting		554.48		554.48	600.00
G. Meal Deal		84.35		350.00	350.00
H. Theatre Party		3,840.94		3,840.94	3,000.00
I. PPMP Transfer					
10. Grants					
A. Charlevoix Lions		768.99		768.99	
B. Charlevoix Foundation	174.26	1,911.26		1,975.00	
C. Petoskey Foundation		999.00		999.00	
11. Reimbursable					
A. Software		319.00		319.00	
B. Advertising		160.00		160.00	
C. Supplies		19.97		19.97	
REAL EXPENSES	6,656.88	49,839.49		126,691.34	118,453.96

MAY EXPENSE REPORT REVISED 2005

12. Other					
A. Replacement Fund		100.00	300.00	300.00	
B. Savings			3459.99	3459.99	
SET ASIDE EXPENSES	0.00	100.00	3759.99	3,759.99	
TOTAL EXPENSES	6,656.88	49,939.49	130,451.33	122,213.95	
Real Expenses: 1 + 8 = Profit Loss Statement Expenses for Month.					
Real Expenses: (2 + 7) - [\$12,941.55 (2nd 6 mos. Of 2004 PPMP Expenses) + \$2050.92 (PPMP Personnel Expenses)] =					
Profit Loss Expenses Year-to-Date					
Set Aside Expenses = Replacement Fund + Savings.					
Total Expenses = Real Expenses + Set Aside Expenses.					

MAY EXPENSE REPORT REVISED 2005

PPMP Approved Budget	PPMP Projected for Year	PPMP Year-To-Date (7)	PPMP Reporting Period (8)
2,379.00	2,379.00	1,905.18	
181.99	181.99	145.74	
400.00	400.00		
350.00	350.00	161.09	
28,800.00	28,800.00	17,105.86	1,368.00
3,269.01	3,269.01	705.59	38.08
		410.04	
2,250.00	2,250.00	936.63	100.00
500.00	500.00	719.71	
2,160.00	2,160.00	1,073.33	57.85
450.00	450.00	225.18	
510.00	510.00	234.20	6.20
		127.10	
41,250.00	41,250.00	23,749.65	1,570.13

06/03/05

NORTHERN COMMUNITY MEDIATION
Profit & Loss
May 2005

	May '05
Income	
Agency Funds	
Donation	10.00
Fee Divorce	40.00
Theatre Party	
Sponsor	100.00
Total Theatre Party	100.00
VORP Charlevoix	625.00
VORP Emmet	625.00
Total Agency Funds	1,400.00
CDRP Funds	
2nd Quarter	16,068.83
Total CDRP Funds	16,068.83
Total Income	17,468.83
Expense	
Communications	
Telephone	152.75
Total Communications	152.75
Equipment Expense	
Repair & Maintenance	65.00
Total Equipment Expense	65.00
Grant Expense	
Charlevoix Foundation	174.26
Total Grant Expense	174.26
Occupancy	
Rent	300.00
Total Occupancy	300.00
Other	
Hospitality	21.59
Total Other	21.59
Payroll Expenses	397.85
Postage	3.95
PPMP	
Contractual	1,368.00
Printing	6.20
Rent	100.00
Telephone	57.85
Travel	38.08
Total PPMP	1,570.13
Salaries and Wages	5,200.68
Supplies	332.44

06/03/05

NORTHERN COMMUNITY MEDIATION
Profit & Loss
May 2005

	<u>May '05</u>
Training	
Great Lakes	8.36
Total Training	<u>8.36</u>
Total Expense	<u>8,227.01</u>
Net Income	<u><u>9,241.82</u></u>



06/03/05

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
May 2005

	<u>May '05</u>
City of Charlevoix	100.00
Culligan	5.00
Hi-Tech	65.00
Jane Millar	78.84
Janice Elliot	174.26
Kathleen Lame	1,412.28
LDMI	210.60
Michigan Office Ways	8.36
Office Max	254.14
Payroll Distribution	5,598.53
Sky's the Limit	20.00
St. Francis Xavier	300.00
TOTAL	<u><u>8,227.01</u></u>



06/03/05

NORTHERN COMMUNITY MEDIATION
Profit & Loss
 January through May 2005

	Jan - May '05
Income	
Agency Funds	
Charlevoix County	15,000.00
Designated Gift	
Rent	952.50
Total Designated Gift	952.50
Donation	264.62
Emmet County	15,000.00
Fee Civil Rights	150.00
Fee Divorce	120.00
Fee Domestic	40.00
Fee Employer/Employee	300.00
Meal Deal	65.00
Reimbursement	
Advertising	160.00
Software	319.00
Supplies	19.97
Total Reimbursement	498.97
Theatre Party	
Raffle	339.00
Refund	157.53
Sponsor	4,760.00
Tickets	4,525.00
Total Theatre Party	9,781.53
Training	1,815.00
VORP Charlevoix	2,500.00
VORP Emmet	2,500.00
Total Agency Funds	48,987.62
CDRP Funds	
1st Quarter	19,282.60
2nd Quarter	16,068.83
Total CDRP Funds	35,351.43
Grants	
Charlevoix Foundation	1,975.00
Charlevoix Lions	750.00
Petoskey Foundation	1,000.00
Total Grants	3,725.00
PPMP Funds	
1st Quarter	12,941.55
Total PPMP Funds	12,941.55
Total Income	101,005.60
Expense	
Accounting	350.00
Advertising	269.25

06/03/05

NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through May 2005

	Jan - May '05
Communications	
Internet	263.80
Telephone	658.20
Total Communications	922.00
Equipment Expense	
Repair & Maintenance	647.78
Total Equipment Expense	647.78
Fringe Benefits	
Unemployment	376.16
Total Fringe Benefits	376.16
Grant Expense	
Charlevoix Foundation	1,911.26
Charlevoix Lion's	768.99
Petoskey Foundation	999.00
Total Grant Expense	3,679.25
Meal Deal	84.35
Occupancy	
Rent	2,400.00
Total Occupancy	2,400.00
Other	
Annual Meeting	554.48
Executive Director	270.00
Hospitality	66.31
Licenses, Fees, Dues	53.50
PD	30.00
Theatre Party	3,840.94
Total Other	4,815.23
Payroll Expenses	2,291.30
Postage	483.72
PPMP	
Contractual	6,699.20
Mileage	253.08
Postage	80.20
Printing	32.60
Rent	500.00
Supplies	363.38
Telephone	512.07
Training	108.05
Travel	208.60
Total PPMP	8,757.18



06/03/05

NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through May 2005

	<u>Jan - May '05</u>
Reimbursement	
Advertising	160.00
Software	319.00
Supplies	19.97
Total Reimbursement	<u>498.97</u>
Salaries and Wages	29,951.66
Supplies	872.65
Training	
General	900.00
Great Lakes	83.60
Mediator	471.25
Police	157.69
Technical Assistance	60.00
Total Training	<u>1,672.54</u>
Travel	
Lodging	71.50
Meals	42.61
Mileage	410.52
Total Travel	<u>524.63</u>
Void	0.00
Total Expense	<u>58,596.67</u>
Net Income	<u>42,408.93</u>



06/03/05

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through May 2005

	<u>Jan - May '05</u>
Charlevoix Floral	30.50
Charlevoix Screen Masters	160.00
Chuck's TV & Appliance	519.00
City of Charlevoix	500.00
City Park Grill	120.00
Crime Victim Advocacy Council	30.00
Culligan	68.25
Dianne Howell	79.92
Flat Iron Deli	172.85
Fred Di Martino	900.00
Gaslight Media	263.80
George Bour	78.84
Gordon Food Service	137.98
Grey Gables Inn	50.00
Hi-Tech	3,342.48
Home Depot	19.97
Jane Millar	566.93
Janice Elliot	174.26
Judi Doan	36.00
Julienne Tomatoes	394.35
Kathleen Lame	8,327.80
LDMI	943.85
Mason & Kammermann	350.00
Michigan Association of Court Mediators	20.00
Michigan Office Ways	383.49
Michigan Officeways	62.41
New York Restaurant	40.00
Northwestern Bank Checks	33.50
Office Max	1,298.78
Oleson's	372.74
Pat Dull	331.56
Payroll Distribution	32,242.96
Petoskey Cinema	815.00
Petoskey News Review	446.05
Pitney Bowes	82.25
Rotary	270.00
Sarah Nelson	58.32
SBC	226.42
Sign & Design	169.99
Sky's the Limit	60.00
St. Francis Xavier	1,500.00
Taylor Rental	610.30
The 501 Alliance	376.16
The Print Shop	1,290.00
US Postal Service	600.00
Wal-mart	39.96
TOTAL	<u>58,596.67</u>

06/03/05

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

	May 31, '05	May 31, '04	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
CD-First Community Bank	6,695.99	6,580.93	115.06	1.8%
CD-Northwestern Bank	5,260.60	5,183.74	76.86	1.5%
Charlevoix State Bank Checking	55,760.12	46,542.58	9,217.54	19.8%
Northwestern Bank	2,019.67	1,734.65	285.02	16.4%
Petty Cash	100.00	100.00	0.00	0.0%
Total Checking/Savings	69,836.38	60,141.90	9,694.48	16.1%
Total Current Assets	69,836.38	60,141.90	9,694.48	16.1%
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	75,642.75	62,202.32	13,440.43	21.6%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Accrued Federal Unemp..	-224.00	-224.00	0.00	0.0%
Federal Income Tax Withheld	324.78	391.46	-66.68	-17.0%
Fica Tax Withheld	795.77	760.82	34.95	4.6%
State Income Tax Withheld	468.12	473.40	-5.28	-1.1%
Total Other Current Liabilities	1,364.67	1,401.68	-37.01	-2.6%
Total Current Liabilities	1,364.67	1,401.68	-37.01	-2.6%
Total Liabilities	1,364.67	1,401.68	-37.01	-2.6%
Equity				
*Retained Earnings	31,869.16	26,616.36	5,252.80	19.7%
Opening Bal Equity	-0.01	0.00	-0.01	-100.0%
Net Income	42,408.93	34,184.28	8,224.65	24.1%
Total Equity	74,278.08	60,800.64	13,477.44	22.2%
TOTAL LIABILITIES & EQUITY	75,642.75	62,202.32	13,440.43	21.6%