

NOVEMBER INCOME REPORT 2006

Budget Categories	CDRP Reporting Period (1)	CDRP Year-To-Date (2)	CDRP Projected for Year (3)	CDRP Approved Budget (4)	PPMP Approved Budget (5)	PPMP Projected for Year (6)	PPMP Year-To Date (7)	PPMP Reporting Period (8)
CDRP Funds		67,531.61	67,531.61	67,531.61		6,000.50	6,000.50	
Agency Funds					1,224.00	652.32		
A. Charlevoix County		15,000.00	15,000.00	15,000.00	8,000.00	8,000.00	8,000.00	
B. Emmet County		15,000.00	15,000.00	15,000.00	8,000.00	8,000.00	8,000.00	
C. Cheboygan County					8,000.00	8,000.00	8,000.00	
D. VORP Charlevoix	625.00	6,875.00	7,500.00	7,500.00				
E. VORP Emmet	625.00	6,875.00	7,500.00	7,500.00				
F. Donations		630.00	650.00	400.00				
G. Fees for Service	80.00	1,707.00	1,747.00	1,500.00				
H. Designated Gifts		680.00	680.00					
I. SPED		1,000.00	1,000.00					
J. Theatre Party								
1. Sponsorships		5,550.00	5,550.00	4,000.00				
2. Ticket Sales		4,430.00	4,430.00	4,000.00				
3. Other		479.80	479.80					
K. Reimbursement/Rebate	44.29	53.28	53.28					
L. Interest		195.48	195.48	120.00				
M. Training								
1. 40-Hour		1,900.00	1,900.00	900.00				
2. Fifer	205.16	2,930.16	2,930.16					
3. LTBB		450.00	1,800.00					
4. Police								
5. Char-Em ISD/SPED		1,331.89	1,331.89					
N. Rent	200.00	200.00	200.00					
Grants								
A. Charlevoix Foundation		300.00	300.00					
B. Petoskey Foundation	950.00	950.00	950.00					
C. Revenue Sharing								
D. Charlevoix Lions								
REAL INCOME	2,729.45	134,069.22	136,729.22	123,451.61	25,224.00	30,652.82	30,000.50	0.00
Fund Balance Previous Year		21,311.35	21,311.35	18,489.34				
PPMP Transfer		6,000.50	6,000.50					
TOTAL INCOME	2,729.45	161,381.07	164,041.07	141,940.95	25,224.00	30,652.82	30,000.50	0.00
In Kind								
A. Accounting Services		400.00	400.00	350.00				
B. Volunteer Mediators	1,700.00	25,833.00	27,000.00	24,000.00	11,400.00	8,000.00	7,075.00	200.00
C. Volunteer Labor		100.00	100.00	1,000.00				
D. Volunteer Training		4,725.00	4,725.00					
E. Mediation Locations	100.00	1,150.00	1,250.00	1,200.00	1,450.00	1,700.00	1,700.00	50.00
F. Rent	1,000.00	11,000.00	12,000.00	12,000.00	3,600.00	3,600.00	3,300.00	300.00
G. Equipment/Supplies		450.00	450.00					
H. Cell Phone	49.02	417.54	467.54	550.00				
I. Theatre Party		1,600.00	1,600.00	3,000.00				
IN KIND INCOME	2,849.02	45,675.54	47,992.54	42,100.00	16,450.00	13,300.00	12,075.00	550.00
TOTAL + INKIND	5,578.47	207,056.61	212,033.61	184,040.95	41,674.00	43,952.82	42,075.50	550.00
Real Income: 1 + 8 = Profit Loss Statement Income for the Month.								
Real Income: (2 + 7) = Profit Loss Statement Income Year-to-Date.								

NOVEMBER EXPENSE REPORT 2006

Budget Categories	CDRP				PPMP			
	Reporting Period (1)	CDRP To-Date (2)	Year-CDRP Projected for Year (3)	CDRP Approved Budget (4)	Approved Budget (5)	PPMP Projected for Year (6)	PPMP To-Date (7)	Year-PPMP Reporting Period (8)
1. Personnel								
A. Salaries	5,690.40	73,779.94	73,779.94	73,940.00	19,200.00	7,646.10	7,646.10	1,390.20
B. FICA	435.30	5,643.97	5,643.97	5,656.41		584.87	584.87	106.34
C. Worker's Comp		578.00	578.00	1,109.11				
D. Unemployment		570.06	570.06	739.40				
2. Accounting		4,000.00	4,000.00	4,400.00				
3. Training					250.00	0.00		
A. 40-Hour		1,835.04	1,835.04	1,140.00				
B. LTBB	1,350.00	1,800.00	1,800.00					
C. Char-Em Americorps		731.89	731.89					
D. Fifer		3,073.80	3,073.80					
4. Contractual		1,145.00	1,145.00			11,200.00	11,200.00	
5. Travel					2,179.00	211.80	211.80	
A. Lodging			0.00	390.00				
B. Meals		385.99	385.99	345.00				
C. Mileage	3,860.90	5,609.79	5,609.79	6,000.00		2,364.43	2,364.43	1,457.83
D. Other								
6. Equipment								
A. Purchase		259.97	259.97	1,200.00				
B. Repair & Maintenance	54.28	722.05	722.05	1,500.00		120.00	120.00	
7. Operating Expenses								
A. Occupancy - Rent	300.00	3,600.00	3,600.00	3,600.00	1,200.00	1,200.00	1,200.00	100.00
B. Supplies	202.02	2,884.26	2,884.26	2,500.00	330.00	496.04	496.04	
C. Communications								
1. Telephone	541.37	3,189.37	3,189.37	3,000.00	1,425.00	1,902.62	1,902.62	141.73
2. Internet	69.95	898.80	898.80	800.00				
D. Postage	98.97	2,175.78	2,175.78	1,500.00	300.00	174.58	174.58	
E. Printing		1,582.60	1,582.60	2,550.00	340.00	0.00		
F. Insurance								
1. Employment Practices		224.00	224.00	295.00				
2. Directors & Officers		1,270.00	1,270.00	1,560.00				
3. Commercial Umbrella		400.00	400.00	440.00				
4. Business Protection		460.00	460.00	510.00				
8. Advertising		413.87	413.87	1,000.00				
9. Other								
A. Board		48.31	48.31	100.00				
B. Executive Director	128.46	1,256.87	1,256.87	900.00				
C. Hospitality	413.33	1,401.67	1,401.67	700.00				
D. PD		205.00	205.00	150.00				
E. Licenses, Fees, Dues	240.00	498.50	498.50	250.00				
F. Annual Meeting		773.01	773.01	700.00				
G. Meal Deal								
H. Theatre Party		2,596.92	2,596.92	4,000.00				
I. Account Transfer								
J. Tax		2.99	2.99					
10. Grants								
A. Charlevoix Lions								
B. Charlevoix Foundation		300.00	300.00					
C. Petoskey Foundation	51.78	947.65	947.65					
D. Revenue Sharing			0.00	910.14				
11. Reimbursable								
REAL EXPENSES	13,436.76	125,265.10	125,265.10	121,885.06	25,224.00	25,900.44	25,900.44	3,196.10

NOVEMBER EXPENSE REPORT 2006

12. PPMP Transfer									
A. Training			0.00	250.00					
B. Travel			0.00	714.00					
C. Printing			0.00	260.00					
D. Supplies		166.04	166.04						
E. Telephone		390.40	390.40						
F. Repair & Maintenance		120.00	120.00						
13. Repayment to Center						6,000.50	6,000.50		
14. Replacement Fund		1,200.00	1,200.00	1,200.00					
REAL + 12 + 13 + 14	26,873.52	127,141.54	127,141.54	124,309.06		25,224.00	31,900.94	31,900.94	3,196.10
15. Other									
A. Fund Balance to Next Year			10,772.23	7,631.89					
B. CDs		25,000.00	25,000.00	10,000.00					
TOTAL EXPENSES	26,873.52	152,141.54	162,913.77	141,940.95		25,224.00	31,900.94	31,900.94	3,196.10
Real Expenses: 1 + 8 = Profit Loss Statement Expenses for Month.									
Real Expenses: (2 + 7) = Profit Loss Expenses Year-To-Date									

11/30/06

NORTHERN COMMUNITY MEDIATION

Profit & Loss

November 2006

	Nov '06
Income	
Fees	
Divorce	60.00
Domestic	20.00
Total Fees	80.00
Grants	
Petoskey Foundation	950.00
Total Grants	950.00
Refund	44.29
Rental income	200.00
Training & Workshops	
Fifer	205.16
Total Training & Workshops	205.16
VORP	
Charlevoix	625.00
Emmet	625.00
Total VORP	1,250.00
Total Income	2,729.45
Expense	
Accounting	350.00
Advertising	65.00
Communications	
Internet	69.95
Total Communications	69.95
Equipment Expense	
Purchase	189.98
Repair & Maintenance	54.13
Total Equipment Expense	244.11
Grant Expense	
Petoskey Foundation	365.77
Total Grant Expense	365.77
Insurance	
Directors & Officers	1,270.00
Employment Practices	224.00
Total Insurance	1,494.00
Occupancy	
Rent	300.00
Total Occupancy	300.00

11/30/06

NORTHERN COMMUNITY MEDIATION
Profit & Loss
November 2006

	Nov '06
Other	
Executive Director	122.96
Hospitality	7.26
PD	180.00
Total Other	310.22
Payroll Expenses	435.30
PPMP	
Mileage	32.04
Payroll Expense	106.34
Rent	100.00
Salaries & Wages	1,390.20
Telephone	140.86
Total PPMP	1,769.44
Printing	150.00
Salaries and Wages	5,690.40
Supplies	247.12
Training	
40-Hour	513.00
Anne Bachle Fifer	2,738.47
Total Training	3,251.47
Travel	
Mileage	24.03
Total Travel	24.03
Void	0.00
Total Expense	14,766.81
Net Income	-12,037.36



11/30/06

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
November 2006

	<u>Nov '06</u>
Ace Hardware	12.98
Anne Bachle Fifer	1,365.54
AT&T	78.58
Bert Rousseau	275.00
City of Charlevoix	100.00
Culligan	15.00
Gaslight Media	69.95
Hi-Tech	54.13
Jane Millar	245.30
Lawyers Weekly	513.00
LDMI	62.28
Mason & Kammermann	350.00
Mediation Services	180.00
Office Max	517.16
Pat Dull	40.05
Payroll Distribution	7,622.24
Petoskey Chamber of Commerce	65.00
Roger Bauer	87.50
Rotary	75.00
St. Francis Xavier	300.00
Stafford's Hospitality	1,094.10
The Print Shop	150.00
Waldvogel Insurance	1,494.00
TOTAL	<u>14,766.81</u>

11/30/06

NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through November 2006

	Jan - Nov '06
Income	
CDRP Funds	
1st Quarter	20,259.48
2nd Quarter	16,882.90
3rd Quarter	13,506.32
4th Quarter	16,882.91
Total CDRP Funds	67,531.61
County Funding	
Charlevoix	15,000.00
Emmet	15,000.00
Total County Funding	30,000.00
Donation	
Designated Gift	680.00
Donation - Other	630.00
Total Donation	1,310.00
Fees	
ACVS	1,000.00
Breach of Contract	40.00
Civil Rights	150.00
Divorce	220.00
Domestic	210.00
Juvenile	30.00
Landlord/Tenant	30.00
Neighbor	27.00
SPED	1,000.00
Total Fees	2,707.00
Fund Raising	
Theatre Party	
Raffle	199.00
Refund	280.80
Sponsor	5,550.00
Tickets	4,430.00
Total Theatre Party	10,459.80
Total Fund Raising	10,459.80
Grants	
Charlevoix Foundation	300.00
Petoskey Foundation	950.00
Total Grants	1,250.00
Interest	195.48
PPMP Funds	
4th Quarter	6,000.50
Charlevoix County	8,000.00
Cheboygan County	8,000.00
Emmet County	8,000.00
Total PPMP Funds	30,000.50

11/30/06

NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through November 2006

	Jan - Nov '06
Refund	53.28
Rental Income	200.00
Training & Workshops	
40-Hour	1,900.00
Char-Em	731.89
Fifer	2,930.16
LTBB	450.00
Special Education	600.00
Total Training & Workshops	6,612.05
VORP	
Charlevoix	6,875.00
Emmet	6,875.00
Total VORP	13,750.00
Total Income	164,069.72
Expense	
Accounting	4,000.00
Advertising	413.87
Communications	
Internet	828.85
Telephone	2,648.00
Total Communications	3,476.85
Contractual	1,145.00
Equipment Expense	
Purchase	69.99
Repair & Maintenance	667.77
Total Equipment Expense	737.76
Fringe Benefits	
Unemployment	570.06
Total Fringe Benefits	570.06
Grant Expense	
Charlevoix Foundation	300.00
Petoskey Foundation	895.87
Total Grant Expense	1,195.87
Insurance	
Business Protector	460.00
Commercial Umbrella	400.00
Directors & Officers	1,270.00
Employment Practices	224.00
Worker's Compensation	578.00
Total Insurance	2,932.00
Occupancy	
Rent	3,300.00
Total Occupancy	3,300.00



11/30/06

NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through November 2006

	Jan - Nov '06
Other	
Annual Meeting	773.01
Board	48.31
Executive Director	1,128.41
Hospitality	988.34
Licenses, Fees, Dues	258.50
PD	205.00
Theatre Party	2,596.92
Total Other	5,998.49
Payroll Expenses	5,208.67
Postage	2,076.81
PPMP	
Contractual	11,200.00
Equipment Repair	120.00
Mileage	906.60
Payroll Expense	478.53
Postage	174.58
Rent	1,100.00
Salaries & Wages	6,255.90
Supplies	496.04
Telephone	1,760.89
Travel	211.80
Total PPMP	22,704.34
Printing	1,582.60
Salaries and Wages	68,089.54
Supplies	2,872.22
Tax	
Sales, Use & Withholding	2.99
Total Tax	2.99
Training	
40-Hour	1,835.04
Americorps	731.89
Anne Bachle Fifer	3,073.80
LTBB	450.00
Total Training	6,090.73
Travel	
Meals	385.99
Mileage	1,748.89
Total Travel	2,134.88
Void	0.00
Total Expense	134,532.68
Net Income	29,537.04

11/30/06

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through November 2006

	<u>Jan - Nov '06</u>
Ace Hardware	12.98
Anne Bachle Fifer	1,365.54
AT&T	725.87
Bay Harbor Foundation	150.00
Bert Rousseau	502.54
Bull Frog	36.75
Charelvoix State Bank	33.50
Charlevoix County Community Foundation	25.00
Charlevoix Screen Masters	279.06
City of Charlevoix	1,100.00
Crooked Tree Arts Center	150.00
Culligan	152.10
Dianne Howell	44.50
Frankenmuth Insurance	1,438.00
Gaslight Media	927.45
Glen's Supermarket	37.75
Gordon Food Service	231.48
Hi-Tech	1,687.77
Home Depot	105.72
Jane Millar	3,203.10
Janice Elliot	71.40
Judi Doan	647.90
Julienne Tomatoes	430.82
Kathleen Lame	13,837.43
Keith Lapp	75.00
Lattitude	90.00
Lawyers Weekly	513.00
LDMI	3,524.61
Mason & Kammermann	4,000.00
McLean & Eakin	20.00
Mediation Services	180.00
Melissa Duggan	8.90
Meyer Hardware	15.16
Michigan Department of Labor & Economic G	20.00
Michigan Office Ways	11.69
Michigan Officeways	225.84
NAFCM	150.00
Northern Michigan Hospital Foundation	15.00
Office Max	2,142.80
Oleson's	578.28
Pat Dull	814.33
Patrick Winter	120.00
Payroll Distribution	80,032.64
Petoskey Chamber of Commerce	110.00
Petoskey Cinema	892.50
Petoskey News Review	264.32
Phone Guide	76.95
Pitney Bowes	1,861.20
Roger Bauer	87.50
Rotary	749.50
SBC	158.41
Sherwin Williams	241.54
Skip's Glass	60.37

11/30/06

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through November 2006

	<u>Jan - Nov '06</u>
Sky's the Limit	170.46
St. Francis Xavier	3,300.00
Stafford's Hospitality	1,152.33
State Bar of Michigan	30.00
State of Michigan	2.99
Taylor Rental	553.20
The 501 Alliance	570.06
The Print Shop	2,182.60
Trophy Case	6.00
United Way	25.00
US Postal Service	300.00
Village Inn	350.00
Wal-mart	35.84
Waldvogel Insurance	1,494.00
Ward & Eis	124.00
TOTAL	<u>134,532.68</u>



11/30/06

NORTHERN COMMUNITY MEDIATION
Balance Sheet Prev Year Comparison
 As of November 30, 2006

	Nov 30, '06	Nov 30, '05	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
CD Bank of Northern Michigan	5,160.63	0.00	5,160.63	100.0%
CD Bank One	5,406.36	5,279.89	126.47	2.4%
CD Charlevoix State Bank	15,000.00	0.00	15,000.00	100.0%
CD First Community Bank	6,754.51	6,695.99	58.52	0.9%
CD National City Bank	5,000.00	0.00	5,000.00	100.0%
Checking Charlevoix State Bank	0.00	48,758.25	-48,758.25	-100.0%
Checking Chase	29,417.86	0.00	29,417.86	100.0%
Petty Cash	100.00	100.00	0.00	0.0%
Savings Chase	10,022.22	0.00	10,022.22	100.0%
Savings Northwestern Bank	3,436.94	2,221.60	1,215.34	54.7%
Total Checking/Savings	80,298.52	63,055.73	17,242.79	27.4%
Total Current Assets	80,298.52	63,055.73	17,242.79	27.4%
Fixed Assets				
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%
Total Fixed Assets	5,439.19	5,806.37	-367.18	-6.3%
TOTAL ASSETS	85,737.71	68,862.10	16,875.61	24.5%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Accrued Federal Unemp..	-224.00	-224.00	0.00	0.0%
Federal Income Tax Withheld	245.28	333.20	-87.92	-26.4%
Federal Income Tax Withheld PPM	277.11	0.00	277.11	100.0%
Fica Tax Withheld	126.26	819.43	-693.17	-84.6%
FICA Tax Withheld PPMP	957.07	0.00	957.07	100.0%
State Income Tax Withheld	288.53	379.32	-90.79	-23.9%
State Income Tax Withheld PPMP	243.99	0.00	243.99	100.0%
Total Other Current Liabilities	1,914.24	1,307.95	606.29	46.4%
Total Current Liabilities	1,914.24	1,307.95	606.29	46.4%
Total Liabilities	1,914.24	1,307.95	606.29	46.4%
Equity				
*Retained Earnings	54,286.44	31,865.35	22,421.09	70.4%
Opening Bal Equity	-0.01	-0.01	0.00	0.0%
Net Income	29,537.04	35,688.81	-6,151.77	-17.2%
Total Equity	83,823.47	67,554.15	16,269.32	24.1%
TOTAL LIABILITIES & EQUITY	85,737.71	68,862.10	16,875.61	24.5%