

OCTOBER INCOME REPORT 2005

Budget Categories	CDRP Reporting Period (1)	CDRP Year-To-Date (2)	CDRP Projected for Year	CDRP Approved Budget
CDRP Funds	16,068.83	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		384.62	400.00	400.00
E. VORP Charlevoix		5,625.00	7,500.00	7,500.00
F. VORP Emmet	625.00	5,625.00	7,500.00	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	60.00	1,010.00	1,350.00	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	256.89	787.72	550.00	
M. Interest	2.72	26.83	26.83	
N. Training				
1. 40-Hour		100.00	100.00	
2. Fifer	150.00	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		2,495.00	2,495.00	
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	5,279.89	
INCOME	22,443.33	138,887.75	142,755.41	118,175.33
Carry Over From 2004		5,223.47	5,223.47	3,638.62
PPMP Transfer		1,020.15	1,020.15	400.00
ACTUAL INCOME	22,443.33	145,131.37	148,999.03	122,213.95
In Kind				
A. Accounting Services		350.00	350.00	600.00
B. Volunteer Mediators	1,350.00	20,939.33	24,000.00	32,300.00
C. Volunteer Clerical				
D. Volunteer Training		6,225.00	6,225.00	
E. Mediation Locations	100.00	1,150.00	1,350.00	1,500.00
F. Rent	1,000.00	10,000.00	12,000.00	12,000.00
G. Equipment/Supplies				
H. Volunteer Labor		1,560.00	1,560.00	
I. Cell Phone	46.36	467.71	558.00	
J. Theatre Party		4,666.55	4,666.55	
IN KIND INCOME	2,496.36	45,358.59	50,709.55	46,400.00
ACTUAL + IN KIND	24,939.69	190,489.96	199,708.58	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.				
\$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.				

OCTOBER EXPENSE REPORT 2005

Budget Categories	CDRP Reporting Period (1)	CDRP Year-To-Date (2)	CDRP Projected for Year	CDRP Approved Budget
1. Personnel				
A. Salaries	5,355.18	59,260.95	72,034.00	72,034.00
B. FICA	409.68	4,533.50	5,510.60	5,510.60
C. Worker's Comp			635.80	2,161.02
D. Unemployment		582.52	582.52	720.34
2. Accounting		3,700.00	4,500.00	4,500.00
3. Training				
A. Mediator/40-Hour		500.43	500.43	475.00
B. Technical Assistance		60.00	100.00	
C. Fifer	1,474.60	1,914.46	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	390.00	390.00
B. Meals		45.24	345.00	345.00
C. Mileage	52.38	909.05	5,200.00	4,200.00
D. Other				25.00
6. Equipment				
A. Purchase	278.99	1,077.98	1,200.00	1,200.00
B. Repair & Maintenance	27.73	1,104.51	1,300.00	1,300.00
C. Software				
7. Operating Expenses				
A. Occupancy - Rent	300.00	3,900.00	4,800.00	4,800.00
B. Supplies	173.93	1,446.40	2,700.00	2,700.00
C. Communications				
1. Telephone	379.05	2,022.84	2,950.00	3,000.00
2. Internet	65.95	794.50	1,060.00	780.00
D. Postage		951.77	1,380.00	1,550.00
E. Printing	150.00	830.00	1,000.00	2,550.00
F. Insurance				
1. Employment Practices			267.30	321.00
2. Directors & Officers			1,415.70	1,572.00
3. Commercial Umbrella			385.00	378.00
4. Business Protection			506.00	497.00
8. Advertising	75.05	348.80	750.00	1,000.00
9. Other				
A. Board			100.00	450.00
B. Executive Director	234.00	701.48	900.00	900.00
C. Hospitality		158.71	500.00	645.00
D. PD		30.00	30.00	150.00
E. Licenses, Fees, Dues		83.50	100.00	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		2,497.26	2,497.26	
C. Petoskey Foundation		999.00	999.00	
D. Revenue Sharing		2,054.86	2,965.00	

OCTOBER 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	256.89		
REAL EXPENSES	8,976.54	105,420.27	135,457.40	118,453.96	
12. Other					
A. Replacement Fund		300.00	300.00	300.00	
B. Savings			13,241.63	3459.99	
SET ASIDE EXPENSES	0.00	300.00	13,541.63	3,759.99	
TOTAL EXPENSES	8,976.54	105,720.27	148,999.03	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) + \$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.					

OCTOBER EXPENSE REPORT 2005

PPMP Approved Budget	PPMP Projected for Year	PPMP Year-To-Date (7)	PPMP Reporting Period (8)
2,379.00	2,379.00	2,379.00	
181.99	181.99	181.99	
400.00	400.00		
350.00	350.00	161.09	
28,800.00	28,800.00	26,053.32	1,876.00
3,269.01	3,269.01	964.07	60.58
		22.91	
		71.57	
		832.76	65.96
2,250.00	2,250.00	1,436.63	100.00
500.00	500.00	800.65	
2,160.00	2,160.00	1,807.59	146.99
450.00	450.00	400.55	41.00
510.00	510.00	352.85	18.70

11/04/05

NORTHERN COMMUNITY MEDIATION
Profit & Loss
October 2005

	<u>Oct '05</u>
Income	
Agency Funds	
Fee Divorce	60.00
Interest	2.72
Reimbursement	256.89
Training Fifer	150.00
VORP Emmet	625.00
Total Agency Funds	1,094.61
CDRP Funds	
4th Quarter	16,068.83
Total CDRP Funds	16,068.83
PPMP Funds	
3rd Quarter	8,054.35
PPMP Funds - Other	5,719.54
Total PPMP Funds	13,773.89
Total Income	30,937.33
Expense	
Advertising	75.05
Communications	
Internet	66.95
Telephone	379.05
Total Communications	445.00
Equipment Expense	
Purchase	278.99
Repair & Maintenance	27.73
Total Equipment Expense	306.72
Occupancy	
Rent	300.00
Total Occupancy	300.00
Other	
Executive Director	234.00
Total Other	234.00
Payroll Expenses	409.68
PPMP	
Contractual	1,876.00
Mileage	65.96
Postage	41.00
Printing	18.70
Rent	100.00
Telephone	146.99
Travel	60.58
Total PPMP	2,309.23



11/04/05

NORTHERN COMMUNITY MEDIATION
Profit & Loss
October 2005

	<u>Oct '05</u>
Printing	150.00
Salaries and Wages	5,355.18
Supplies	173.93
Training	
Anne Bachle Fifer	1,474.60
Total Training	<u>1,474.60</u>
Travel	
Mileage	52.38
Total Travel	<u>52.38</u>
Total Expense	<u>11,285.77</u>
Net Income	<u>19,651.56</u>



11/07/05

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
October 2005

	<u>Oct '05</u>
Anne Bachle Fifer	1,374.60
City of Charlevoix	100.00
Culligan	21.50
Gaslight Media	65.95
Hi-Tech	246.73
Judi Doan	48.50
Kathleen Lame	1,984.28
LDMI	448.39
Michael Harrington	12.00
Michael Kronk	100.00
Office Max	212.42
Pat Dull	52.38
Payroll Distribution	5,764.86
Phone Guide	75.05
Rotary	234.00
Sarah Nelson	17.46
SBC	77.65
St. Francis Xavier	300.00
The Print Shop	150.00
TOTAL	<u><u>11,285.77</u></u>



11/07/05

NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through October 2005

	<u>Jan - Oct '05</u>
Income	
Agency Funds	
Charlevoix County	15,000.00
Designated Gift	
Rent	1,200.00
Total Designated Gift	1,200.00
Donation	384.62
Emmet County	15,000.00
Fee Civil Rights	150.00
Fee Divorce	370.00
Fee Domestic	40.00
Fee Employer/Employee	300.00
Fee Ord, Statute, Reg.	50.00
Fee SPED	100.00
Interest	26.83
Meal Deal	65.00
Rebate	30.00
Refund	1.86
Reimbursement	
Advertising	160.00
Software	319.00
Supplies	19.97
Reimbursement - Other	256.89
Total Reimbursement	755.86
Theatre Party	
Raffle	339.00
Refund	157.53
Sponsor	4,760.00
Tickets	4,525.00
Total Theatre Party	9,781.53
Training 40-Hour	100.00
Training Fifer	2,400.00
Training Great Lakes	4,901.83
Training Police	215.00
VORP Charlevoix	5,625.00
VORP Emmet	5,625.00
Total Agency Funds	62,122.53
CDRP Funds	
1st Quarter	19,282.60
2nd Quarter	16,068.83
3rd Quarter	12,855.07
4th Quarter	16,068.83
Total CDRP Funds	64,275.33

11/07/05

NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through October 2005

	<u>Jan - Oct '05</u>
Grants	
Charlevoix Foundation	2,495.00
Charlevoix Lions	750.00
Petoskey Foundation	1,000.00
Revenue Sharing	2,965.00
Total Grants	<u>7,210.00</u>
PPMP Funds	
1st Quarter	12,941.55
2nd Quarter	6,440.31
3rd Quarter	8,054.35
PPMP Funds - Other	5,719.54
Total PPMP Funds	<u>33,155.75</u>
Transfer Income	<u>5,279.89</u>
Total Income	<u>172,043.50</u>
Expense	
Accounting	3,700.00
Advertising	348.80
Communications	
Internet	794.50
Telephone	2,022.84
Total Communications	<u>2,817.34</u>
Contractual	95.00
Equipment Expense	
Purchase	1,077.98
Repair & Maintenance	1,104.51
Total Equipment Expense	<u>2,182.49</u>
Fringe Benefits	
Unemployment	582.52
Total Fringe Benefits	<u>582.52</u>
Grant Expense	
Charlevoix Foundation	2,497.26
Charlevoix Lion's	768.99
Petoskey Foundation	999.00
Revenue Sharing	2,054.86
Total Grant Expense	<u>6,320.11</u>
Meal Deal	84.35
Occupancy	
Rent	3,900.00
Total Occupancy	<u>3,900.00</u>



11/07/05

NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through October 2005

	Jan - Oct '05
Other	
Annual Meeting	554.48
Executive Director	701.48
Hospitality	158.71
Licenses, Fees, Dues	83.50
PD	30.00
Theatre Party	3,840.94
Total Other	5,369.11
Payroll Expenses	4,533.50
Postage	951.77
PPMP	
Contractual	15,646.66
Meals	71.57
Mileage	675.80
Postage	239.42
Printing	85.30
Rent	1,000.00
Supplies	399.32
Telephone	1,246.33
Training	108.05
Travel	489.99
Total PPMP	19,982.44
Printing	830.00
Reimbursement	
Advertising	160.00
Software	319.00
Supplies	19.97
Travel	256.89
Total Reimbursement	755.86
Salaries and Wages	59,260.95
Supplies	1,446.40
Training	
Anne Bachle Fifer	1,914.46
Great Lakes	3,303.81
Mediator	500.43
Police	157.69
Technical Assistance	60.00
Total Training	5,936.39
Transfer	5,279.89
Travel	
Lodging	71.50
Meals	45.24
Mileage	909.05
Total Travel	1,025.79



11/07/05

NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through October 2005

	<u>Jan - Oct '05</u>
Void	0.00
Total Expense	<u>125,382.71</u>
Net Income	<u>46,660.79</u>



11/07/05

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through October 2005

	Jan - Oct '05
Anne Bachle Fifer	1,374.60
Charlevoix Floral	30.50
Charlevoix Screen Masters	160.00
Chuck's TV & Appliance	519.00
City of Charlevoix	1,000.00
City Park Grill	120.00
Crime Victim Advocacy Council	30.00
Culligan	142.25
David Breck	150.00
Diana Souza	137.52
Dianne Howell	79.92
Dick Arlen	165.00
Flat Iron Deli	172.85
Fred Di Martino	900.00
Gaslight Media	794.50
George Bour	78.84
Gordon Food Service	137.98
Grey Gables Inn	50.00
Hi-Tech	4,097.21
Home Depot	19.97
Intelligent Homes	75.00
Jane Millar	1,218.62
Janice Elliot	431.15
Judi Doan	121.00
Julienne Tomatoes	394.35
Kathleen Lame	20,047.02
Keith Lapp	200.00
LDMI	2,416.22
Mason & Kammermann	3,700.00
McLean & Eakin	1,984.80
Meyer Hardware	4.00
Michael Harrington	24.00
Michael Kronk	100.00
Michigan Association of Court Mediators	20.00
Michigan Office Ways	437.19
Michigan Officeways	62.41
New York Restaurant	40.00
Northwestern Bank Checks	33.50
Office Max	1,930.11
Oleson's	372.74
Pat Dull	696.18
Paul Schultz	150.00
Payroll Distribution	63,794.45
Petoskey Cinema	815.00
Petoskey News Review	446.05
Phone Guide	75.05
Pitney Bowes	244.69
Postmaster	135.69
Rotary	588.00
Sarah Nelson	75.78
SBC	609.92
Sears	449.99



11/07/05

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through October 2005

	<u>Jan - Oct '05</u>
Sign & Design	169.99
Sky's the Limit	125.99
Soft Goals	216.00
St. Francis Xavier	3,000.00
State of Michigan	30.00
Taylor Rental	610.30
The 501 Alliance	582.52
The Print Shop	2,490.00
US Postal Service	900.00
Wal-mart	124.97
TOTAL	<u><u>120,102.82</u></u>



11/07/05

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

	Oct 31, '05	Oct 31, '04	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
CD Bank One	5,279.89	0.00	5,279.89	100.0%
CD First Community Bank	6,695.99	6,580.93	115.06	1.8%
CD Northwestern Bank	0.00	5,183.74	-5,183.74	-100.0%
Checking Charlevoix State Bank	59,538.75	35,893.89	23,644.86	65.9%
Petty Cash	100.00	100.00	0.00	0.0%
Savings Northwestern Bank	2,221.60	1,836.76	384.84	21.0%
Total Checking/Savings	73,836.23	49,595.32	24,240.91	48.9%
Total Current Assets	73,836.23	49,595.32	24,240.91	48.9%
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	79,642.60	51,655.74	27,986.86	54.2%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Accrued Federal Unemp..	-224.00	-224.00	0.00	0.0%
Federal Income Tax Withheld	333.20	587.19	-253.99	-43.3%
Fica Tax Withheld	819.41	1,141.29	-321.88	-28.2%
State Income Tax Withheld	189.66	276.96	-87.30	-31.5%
Total Other Current Liabilities	1,118.27	1,781.44	-663.17	-37.2%
Total Current Liabilities	1,118.27	1,781.44	-663.17	-37.2%
Total Liabilities	1,118.27	1,781.44	-663.17	-37.2%
Equity				
*Retained Earnings	31,863.55	26,616.36	5,247.19	19.7%
Opening Bal Equity	-0.01	0.00	-0.01	-100.0%
Net Income	46,660.79	23,257.94	23,402.85	100.6%
Total Equity	78,524.33	49,874.30	28,650.03	57.4%
TOTAL LIABILITIES & EQUITY	79,642.60	51,655.74	27,986.86	54.2%