

OCTOBER INCOME REPORT 2004

Budget Categories	Reporting Period (1)	Year-To-Date (2)	Projected for Year (3)	Approved Budget (4)	PPMP Approved Budget (11)	PPMP Projected (12)	PPMP Year-To Date (13)	PPMP Reporting Period (14)
CDRP Funds	14,088.32	67,982.08	67,982.08	67,982.08	41,250.00	41,250.00	12,651.92	10,589.42
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	45.00	251.00	235.00	480.00				
D. Donation	60.00	550.00	600.00					
E. SPED		700.00	700.00					
F. Interest		120.91	130.00					
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	358.00	3,295.50	3,884.00	2,930.00				
L. Fees for Service	80.00	970.00	1,030.00	6,150.00				
M. Reimbursement/Rebate	23.52	683.52	683.52					
N. Tenth Anniversary		1,370.00	1,370.00					
O. VORP Charlevoix	625.00	625.00	1,875.00					
P. VORP Emmet			1,875.00					
Grants								
A. Charlevoix Foundation		1,200.00	1,200.00					
B. Petoskey Foundation			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	15,279.84	118,064.37	124,280.96	112,501.65	41,250.00	41,250.00	12,651.92	10,589.42
PPMP Transfer		127.10	127.10	500.00				
REAL + PPMP	15,279.84	118,191.47	124,408.06	113,001.65	41,250.00	41,250.00	12,651.92	10,589.42
In Kind								
A. Accounting Services		500.00	500.00	600.00				
B. Volunteer Mediators	1,295.50	22,522.55	26,922.55	18,000.00	17,000.00	17,000.00	3,000.00	312.50
C. Volunteer Clerical			0.00	2,520.00				
D. Volunteer Coordinator		60.00	60.00					
E. Mediation Locations	50.00	1,250.00	1,500.00	5,000.00			450.00	100.00
F. Rent	1,000.00	10,000.00	12,000.00	12,000.00				
G. Equipment/Supplies		754.00	814.00					
H. Volunteer Labor		135.00	135.00					
I. Hotel Room Rental		2,000.00	2,000.00					
IN KIND INCOME	2,345.50	37,221.55	43,931.55	38,120.00	17,000.00	17,000.00	3,450.00	412.50
REAL + PPMP + IN KIND	17,540.34	155,413.02	171,339.61	151,121.65	58,250.00	58,250.00	16,101.92	11,001.92

Real Income: 1 + 14 = Profit Loss Statement Income for the Month. (2 + 13) + \$13,476.07 = Profit Loss Statement Income Year-to-Date. 3 + 12 = Total Projections for the Year. 4 + 11 = Total Approved Budget. 5 + 6 + 7 = 4

OCTOBER EXPENSE REPORT 2004

Budget Categories	Reporting Period (1)	Year-To Date (2)	Projected for Year (3)	Approved Budget (4)	PPMP Approved (8)	PPMP Projected (9)	PPMP To Date (10)	PPMP Reporting Period (11)
1. Personnel								
A. Salaries	7,458.78	54,672.00	65,832.00	64,642.80	2,379.00	2,379.00		
B. Payroll Expenses (FICA)	570.63	4,182.60	6,170.38	4,945.18	181.99	181.99		
C. Unemployment			0.00	646.43				
D. Worker's Compensation			0.00	1,939.28				
2. Accounting		4,080.00	4,500.00	3,500.00	400.00	400.00		
3. Training					350.00	350.00		
A. Mediator		302.28	302.28	1,000.00				
B. Technical Assistance			0.00	500.00				
4. Contractual	1,200.00	1,200.00	3,570.00		28,800.00	28,800.00	7,084.00	1,444.00
5. Travel					3,269.01	3,269.01	214.68	41.67
A. Lodging	66.24	303.15	433.15	390.00				
B. Meals	110.65	289.44	339.44	186.00				
C. Mileage	150.84	1,602.36	5,215.20	3,434.00			156.96	38.88
D. Other		22.75	150.00	150.00				
6. Equipment								
A. Purchase	1,742.00	6,301.35	6,500.00	1,500.00				
B. Repair & Maintenance	282.10	924.78	1,000.00	1,000.00				
7. Operating Expenses								
A. Occupancy					2,250.00	2,250.00		
1. Rent	600.00	6,000.00	7,200.00	7,200.00			236.63	236.63
2. Electricity		20.65	20.65					
3. Gas								
B. Supplies	472.15	2,298.44	2,800.00	2,000.00	500.00	500.00	279.71	11.47
C. Communications								
1. Telephone	360.05	2,339.46	3,939.00	2,316.00	2,160.00	2,160.00	379.49	220.91
2. Internet	52.00	417.00	527.00	180.00				
D. Postage	313.65	1,388.11	1,600.00	1,440.00	450.00	450.00	95.21	
E. Printing	465.70	2,344.27	2,505.00	2,484.00	510.00	510.00	30.80	2.60
F. Insurance								
1. Audit			25.00	25.00				
2. Employment Practices			296.70	296.70				
3. Directors & Officers			1,454.75	1,454.75				
4. Commercial Umbrella	350.00	350.00	350.00	529.00				
6. Business Protection	460.00	460.00	460.00	463.45				
7. Worker's Compensation	578.00	1,090.00	1,123.60	632.50				
8. Liability								
9. Mediator								
8. Advertising	285.20	3,072.15	3,572.15	4,000.00				
9. Other								
A. Board		124.86	124.86	1,500.00				
B. Executive Director	119.39	611.87	940.00	1,040.00				
C. Hospitality		143.65	493.65	400.00				
D. PD	91.14	152.34	152.34	250.00				
E. Licenses, Fees, Dues	20.00	375.94	400.00	300.00				
F. Annual Meeting			0.00	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	46.70	161.50	181.50					
K. PPMP Transfer							127.10	
L. Savings			440.62					
TOTAL	15,795.22	97,019.74	124,408.06	113,001.65	41,250.00	41,250.00	8,604.58	1,996.16

TOTAL:(1+1)-PPMP Transfer=Profit Loss Statement Expense for the Month. 2+10+\$15,362.22 (1st 6 mos. of 2004 PPMP expenses)-PPMP Transfer = Profit Loss Statement Expense Year-to-Date. Transfer=\$45(Supplies)+\$65.95(Printing)+\$16.15(Postage)

11/02/04

NORTHERN COMMUNITY MEDIATION
Balance Sheet Prey Year Comparison

As of October 31,2004

	Oct 31, '04	Oct 31, '03	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
CD-First Community Bank	6,637.55	6,358.08	279.47	4.4%
CD-Northwestern Bank	5,202.10	5,094.00	108.10	2.1%
Charlevoix State Bank Checking	35,893.89	35,080.70	813.19	2.3%
Checking	.00	1,589.78	-1,589.78	-100.0%
Northwestern Bank	1,836.76	0.00	1,836.76	100.0%
Petty Cash	100.00	0.00	100.00	100.0%
Total Checking/Savings	49,670.30	48,122.56	1,547.74	3.2%
Total Current Assets	49,670.30	48,122.56	1,547.74	3.2%
Fixed Assets				
Accumulated Depreciation	-4,149.00	-581.00	-3,568.00	-614.1%
Equipment	6,209.42	6,209.42	0.00	0.0%
Total Fixed Assets	2,060.42	5,628.42	-3,568.00	-63.4%
TOTAL ASSETS	51,730.72	53,750.98	-2,020.26	-3.8%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Accrued Federal Unemp..	-224.00	-151.86	-72.14	-47.5%
Federal Income Tax Withheld	587.19	426.00	161.19	37.8%
Fica Tax Withheld	1,141.29	1,023.82	117.47	11.5%
State Income Tax Withheld	276.96	239.03	37.93	15.9%
Total Other Current Liabilities	1,781.44	1,536.99	244.45	15.9%
Total Current Liabilities	1,781.44	1,536.99	244.45	15.9%
Total Liabilities	1,781.44	1,536.99	244.45	15.9%
Equity				
*Retained Earnings	26,616.36	44,951.17	-18,334.81	-40.8%
Net Income	23,332.92	7,262.82	16,070.10	221.3%
Total Equity	49,949.28	52,213.99	-2,264.71	-4.3%
TOTAL LIABILITIES & EQUITY	51,730.72	53,750.98	-2,020.26	-3.8%