

SEPTEMBER INCOME REPORT 2005

Budget Categories	CDRP Reporting Period (1)	CDRP Year-To- Date (2)	CDRP Projected for Year	CDRP Approved Budget
CDRP Funds	12,855.07	48,206.50	64,275.33	64,275.33
Agency Funds				
A. Tax Refund				
B. Adjustment				
C. Meal Deal		65.00	65.00	300.00
D. Donation	100.00	394.62	400.00	400.00
E. VORP Charlevoix	1,250.00	5,625.00	7,500.00	7,500.00
F. VORP Emmet	625.00	5,000.00	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	80.00	940.00	1,000.00	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		530.83	550.00	
M. Interest		4.82	5.00	
N. Training				
1. 40-Hour		100.00	100.00	
2. Fifer	450.00	2,250.00	2,250.00	
3. Great Lakes		4,901.83	4,901.83	
4. Police		215.00	215.00	
Grants				
A. Charlevoix Foundation	520.00	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	
INCOME	15,880.07	116,425.13	136,953.69	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	15,880.07	122,668.75	143,197.31	122,213.95
In Kind				
A. Accounting Services		350.00	350.00	600.00
B. Volunteer Mediators	2,400.00	19,589.33	24,000.00	32,300.00
C. Volunteer Clerical				
D. Volunteer Training		6,225.00	6,225.00	
E. Mediation Locations	150.00	1,050.00	1,350.00	1,500.00
F. Rent	1,000.00	9,000.00	12,000.00	12,000.00
G. Equipment/Supplies				
H. Volunteer Labor		1,560.00	1,560.00	
I. Cell Phone	46.36	421.35	558.00	
J. Theatre Party		4,666.55	4,666.55	
IN KIND INCOME	3,596.36	42,862.23	50,709.55	46,400.00
ACTUAL + IN KIND	19,476.43	165,530.98	193,906.86	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.				

SEPTEMBER 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	8,032.77	53,905.77	72,034.00	72,034.00
B. FICA	614.52	4,123.82	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	29.18	500.43	471.25	475.00
B. Technical Assistance		60.00	100.00	
C. Fifer		439.86	2,361.00	
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	24.78	67.39	345.00	345.00
C. Mileage	406.49	1,091.41	4,200.00	4,200.00
D. Other			25.00	25.00
6. Equipment				
A. Purchase		798.99	1,200.00	1,200.00
B. Repair & Maintenance	25.00	1,076.78	1,300.00	1,300.00
C. Software				
7. Operating Expenses				
A. Occupancy - Rent	300.00	3,600.00	4,800.00	4,800.00
B. Supplies	134.94	1,272.47	2,700.00	2,700.00
C. Communications				
1. Telephone		1,643.79	2,450.00	3,000.00
2. Internet	65.95	728.55	1,060.00	780.00
D. Postage		951.77	1,550.00	1,550.00
E. Printing		680.00	1,500.00	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	4.50	273.75	750.00	1,000.00
9. Other				
A. Board			450.00	450.00
B. Executive Director	102.20	467.48	900.00	900.00
C. Hospitality	1.05	158.71	645.00	645.00
D. PD		30.00	150.00	150.00
E. Licenses, Fees, Dues	10.00	83.50	250.00	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. PPMP Transfer				
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	70.06	2,054.86	2,965.00	

SEPTEMBER EXPENSE REPORT 2005

11. Reimbursable					
A. Software		319.00	319.00		
B. Advertising		160.00	160.00		
C. Supplies		19.97	19.97		
REAL EXPENSES	9,821.44	91,163.84	129,199.66	118,453.96	
12. Other					
A. Replacement Fund		300.00	300.00	300.00	
B. Savings			3459.99	3459.99	
SET ASIDE EXPENSES	0.00	300.00	3759.99	3,759.99	
TOTAL EXPENSES	9,821.44	91,463.84	132,959.65	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.					

SEPTEMBER EXPENSE REPORT 2005

41,250.00	41,250.00	33,155.75	1,793.06
0.00	0.00	0.00	0.00
41,250.00	41,250.00	33,155.75	1,793.06

10/04/05

NORTHERN COMMUNITY MEDIATION
Profit & Loss
September 2005

	<u>Sep '05</u>
Income	
Agency Funds	
Donation	100.00
Fee Divorce	80.00
Training Fifer	450.00
VORP Charlevoix	1,250.00
VORP Emmet	625.00
Total Agency Funds	<u>2,505.00</u>
CDRP Funds	
3rd Quarter	12,855.07
Total CDRP Funds	<u>12,855.07</u>
Grants	
Charlevoix Foundation	520.00
Total Grants	<u>520.00</u>
Total Income	<u>15,880.07</u>
Expense	
Advertising	4.50
Communications	
Internet	65.95
Total Communications	<u>65.95</u>
Equipment Expense	
Repair & Maintenance	25.00
Total Equipment Expense	<u>25.00</u>
Fee	10.00
Grant Expense	
Revenue Sharing	70.06
Total Grant Expense	<u>70.06</u>
Occupancy	
Rent	300.00
Total Occupancy	<u>300.00</u>
Other	
Executive Director	102.20
Hospitality	1.05
Total Other	<u>103.25</u>
Payroll Expenses	614.52

10/04/05

NORTHERN COMMUNITY MEDIATION
Profit & Loss
September 2005

	<u>Sep '05</u>
PPMP	
Contractual	1,424.00
Mileage	36.50
Postage	38.98
Printing	13.40
Rent	100.00
Telephone	118.54
Travel	61.64
Total PPMP	<u>1,793.06</u>
Salaries and Wages	8,032.77
Supplies	134.94
Training	
Mediator	29.18
Total Training	<u>29.18</u>
Travel	
Meals	24.78
Mileage	406.49
Total Travel	<u>431.27</u>
Total Expense	<u>11,614.50</u>
Net Income	<u>4,265.57</u>



10/04/05

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
September 2005

	<u>Sep '05</u>
City of Charlevoix	100.00
Culligan	5.00
Gaslight Media	65.95
Hi-Tech	25.00
Jane Millar	381.37
Janice Elliot	256.89
Judi Doan	36.50
Kathleen Lame	1,526.02
LDMI	62.89
Michael Harrington	12.00
Office Max	129.94
Payroll Distribution	8,647.29
SBC	55.65
St. Francis Xavier	300.00
State of Michigan	10.00
TOTAL	<u>11,614.50</u>



10/04/05

NORTHERN COMMUNITY MEDIATION

Profit & Loss

January through September 2005

	Jan - Sep '05
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	310.00
Fee Domestic	40.00
Fee Employer/Employee	300.00
Fee Ord, Statute, Reg.	50.00
Fee SPED	100.00
Interest	4.82
Meal Deal	65.00
Rebate	30.00
Refund	1.86
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 40-Hour	100.00
Training Fifer	2,250.00
Training Great Lakes	4,901.83
Training Police	215.00
VORP Charlevoix	5,625.00
VORP Emmet	5,000.00
Total Agency Funds	61,008.63
CDRP Funds	
1st Quarter	19,282.60
2nd Quarter	16,068.83
3rd Quarter	12,855.07
Total CDRP Funds	48,206.50

10/04/05

NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through September 2005

	Jan - Sep '05
Grants	
Charlevoix Foundation	2,495.00
Charlevoix Lions	750.00
Petoskey Foundation	1,000.00
Revenue Sharing	2,965.00
Total Grants	7,210.00
PPMP Funds	
1st Quarter	12,941.55
2nd Quarter	6,440.31
Total PPMP Funds	19,381.86
Total Income	135,806.99
Expense	
Accounting	3,700.00
Advertising	273.75
Communications	
Internet	728.55
Telephone	1,643.79
Total Communications	2,372.34
Contractual	95.00
Equipment Expense	
Purchase	798.99
Repair & Maintenance	1,076.78
Total Equipment Expense	1,875.77
Fringe Benefits	
Unemployment	582.52
Total Fringe Benefits	582.52
Grant Expense	
Charlevoix Foundation	2,497.26
Charlevoix Lion's	768.99
Petoskey Foundation	999.00
Revenue Sharing	2,054.86
Total Grant Expense	6,320.11
Meal Deal	84.35
Occupancy	
Rent	3,600.00
Total Occupancy	3,600.00



10/04/05

NORTHERN COMMUNITY MEDIATION
Profit & Loss
 January through September 2005

	Jan - Sep '05
Other	
Annual Meeting	554.48
Executive Director	467.48
Hospitality	158.71
Licenses, Fees, Dues	83.50
PD	30.00
Theatre Party	3,840.94
	3,840.94
Total Other	5,135.11
Payroll Expenses	4,123.82
Postage	951.77
PPMP	
Contractual	13,770.66
Meals	71.57
Mileage	609.84
Postage	198.42
Printing	66.60
Rent	900.00
Supplies	399.32
Telephone	1,099.34
Training	108.05
Travel	429.41
	17,653.21
Total PPMP	17,653.21
Printing	680.00
Reimbursement	
Advertising	160.00
Software	319.00
Supplies	19.97
	498.97
Total Reimbursement	498.97
Salaries and Wages	53,905.77
Supplies	1,272.47
Training	
Anne Bachle Fifer	439.86
Great Lakes	3,303.81
Mediator	500.43
Police	157.69
Technical Assistance	60.00
	4,461.79
Total Training	4,461.79
Travel	
Lodging	71.50
Meals	67.39
Mileage	1,091.41
	1,230.30
Total Travel	1,230.30
Void	0.00
Total Expense	108,817.05
Net Income	26,989.94

10/04/05

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through September 2005

	<u>Jan - Sep '05</u>
Charlevoix Floral	30.50
Charlevoix Screen Masters	160.00
Chuck's TV & Appliance	519.00
City of Charlevoix	900.00
City Park Grill	120.00
Crime Victim Advocacy Council	30.00
Culligan	120.75
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	728.55
George Bour	78.84
Gordon Food Service	137.98
Grey Gables Inn	50.00
Hi-Tech	3,850.48
Home Depot	19.97
Intelligent Homes	75.00
Jane Millar	1,218.62
Janice Elliot	431.15
Judi Doan	72.50
Julienne Tomatoes	394.35
Kathleen Lame	18,062.74
Keith Lapp	200.00
LDMI	1,967.83
Mason & Kammermann	3,700.00
McLean & Eakin	1,984.80
Meyer Hardware	4.00
Michael Harrington	12.00
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	1,717.69
Oleson's	372.74
Pat Dull	643.80
Paul Schultz	150.00
Payroll Distribution	58,029.59
Petoskey Cinema	815.00
Petoskey News Review	446.05
Pitney Bowes	244.69
Postmaster	135.69
Rotary	354.00
Sarah Nelson	58.32
SBC	532.27
Sears	449.99
Sign & Design	169.99
Sky's the Limit	125.99
Soft Goals	216.00

10/04/05

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through September 2005

	<u>Jan - Sep '05</u>
St. Francis Xavier	2,700.00
State of Michigan	30.00
Taylor Rental	610.30
The 501 Alliance	582.52
The Print Shop	2,340.00
US Postal Service	900.00
Wai-mart	124.97
TOTAL	<u><u>108,817.05</u></u>



10/04/06

NORTHERN COMMUNITY MEDIATION
Balance Sheet Prev Year Comparison
As of September 30, 2005

	Sep 30, '05	Sep 30, '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	40,940.36	26,317.38	14,622.98	55.6%
Northwestern Bank	2,218.88	1,836.76	382.12	20.8%
Petty Cash	100.00	100.00	0.00	0.0%
Total Checking/Savings	55,215.83	40,018.81	15,197.02	38.0%
Total Current Assets	55,215.83	40,018.81	15,197.02	38.0%
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	61,022.20	42,079.23	18,942.97	45.0%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Accrued Federal Unemp..	-224.00	-224.00	0.00	0.0%
Federal Income Tax Withheld	499.80	391.46	108.34	27.7%
Fica Tax Withheld	1,229.11	760.83	468.28	61.6%
State Income Tax Withheld	663.81	554.52	109.29	19.7%
Total Other Current Liabilities	2,168.72	1,482.81	685.91	46.3%
Total Current Liabilities	2,168.72	1,482.81	685.91	46.3%
Total Liabilities	2,168.72	1,482.81	685.91	46.3%
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	26,989.94	13,980.06	13,009.88	93.1%
Total Equity	58,853.48	40,596.42	18,257.06	45.0%
TOTAL LIABILITIES & EQUITY	61,022.20	42,079.23	18,942.97	45.0%

