

SEPTEMBER 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		56,353.33	67,982.08	67,982.08	41,250.00	41,250.00	2,062.50	
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	25.00	206.00	260.00	480.00				
D. Donation	30.00	500.00	600.00					
E. SPED		700.00	700.00					
F. Interest		118.66	178.00					
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	281.50	2,937.50	3,837.50	2,930.00				
L. Fees for Service	50.00	930.00	1,240.00	6,150.00				
M. Reimbursement/Rebate		660.00	660.00					
N. Tenth Anniversary		1,370.00	1,370.00					
Grants								
A. Charlevoix Foundation			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				
REAL INCOME	386.50	101,632.28	120,743.94	112,501.65	41,250.00	41,250.00	2,062.50	0.00
PPMP Transfer		127.10	500.00	500.00				
REAL + PPMP	386.50	101,759.38	121,243.94	113,001.65	41,250.00	41,250.00	2,062.50	0.00
In Kind								
A. Accounting Services		500.00	600.00	600.00				
B. Volunteer Mediators	1,291.50	21,227.05	28,353.00	18,000.00	17,000.00	17,000.00	2,687.50	746.00
C. Volunteer Clerical			0.00	2,520.00				
D. Volunteer Coordinator		60.00	60.00					
E. Mediation Locations	150.00	1,200.00	1,600.00	5,000.00			350.00	150.00
F. Rent	1,000.00	9,000.00	12,000.00	12,000.00				
G. Equipment/Supplies	50.00	754.00	800.00					
H. Volunteer Labor		135.00	200.00					
I. Hotel Room Rental		2,000.00	2,000.00					
IN KIND INCOME	2,491.50	34,876.05	45,613.00	38,120.00	17,000.00	18,000.00	3,037.50	896.00
REAL + PPMP + IN KIND	2,878.00	136,635.43	166,856.94	151,121.65	58,250.00	59,250.00	5,100.00	896.00

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

SEPTEMBER 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	4,972.52	47,213.22	64,642.80	64,642.80	2,379.00	2,379.00		
B. Payroll Expenses (FICA)	380.42	3,611.97	4,945.18	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	4,770.00	3,500.00	400.00	400.00		
3. Training					350.00	350.00		
A. Mediator	100.84	302.28	500.00	1,000.00				
B. Technical Assistance			0.00	500.00				
4. Contractual			3,450.00		28,800.00	28,800.00	5,640.00	2,184.00
5. Travel					3,269.01	3,269.01	173.01	53.29
A. Lodging		236.91	470.00	390.00				
B. Meals		178.79	280.00	186.00				
C. Mileage	12.96	1,451.52	5,215.20	3,434.00			118.08	
D. Other		22.75	150.00	150.00				
6. Equipment								
A. Purchase		4,559.35	6,186.35	1,500.00				
B. Repair & Maintenance	27.70	642.68	856.00	1,000.00				
7. Operating Expenses								
A. Occupancy					2,250.00	2,250.00		
1. Rent	600.00	5,400.00	7,200.00	7,200.00				
2. Electricity		20.65	20.65					
3. Gas								
B. Supplies	79.55	1,826.29	2,800.00	2,000.00	500.00	500.00	268.24	143.45
C. Communications								
1. Telephone	197.17	1,979.41	3,139.00	2,316.00	2,160.00	2,160.00	158.58	51.73
2. Internet	26.00	365.00	443.00	180.00				
D. Postage	97.22	1,074.46	1,600.00	1,440.00	450.00	450.00	95.21	74.00
E. Printing	370.00	1,878.57	2,505.00	2,484.00	510.00	510.00	28.20	8.20
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			529.00	529.00				
6. Business Protection			463.45	463.45				
7. Worker's Compensation		512.00	512.00	632.50				
8. Liability								
9. Mediator								
8. Advertising	73.15	2,786.95	2,808.00	4,000.00				
9. Other								
A. Board		124.86	500.00	1,500.00				
B. Executive Director		492.48	940.00	1,040.00				
C. Hospitality		143.65	493.65	400.00				
D. PD	30.00	61.20	101.20	250.00				
E. Licenses, Fees, Dues		355.94	400.00	300.00				
F. Annual Meeting			0.00	1,000.00				
G. Relocation	23.04	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	31.55	114.80	153.00					
K. PPMP Transfer							127.10	127.10
L. Savings			1,605.22					
TOTAL	7,022.12	81,224.52	121,243.94	113,001.65	41,250.00	41,250.00	6,608.42	2,641.77

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)

10/04/04

NORTHERN COMMUNITY MEDIATION
Balance Sheet Prey Year Comparison
As of September 30, 2004

	Sep 30, '04	Sep 30, '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	26,367.38	38,758.18	-12,390.80	-32.0%
Checking	0.00	1,589.78	-1,589.78	-100.0%
Northwestern Bank	1,834.51	0.00	1,834.51	100.0%
Petty Cash	100.00	0.00	100.00	100.0%
Total Checking/Savings	40,141.54	51,800.04	-11,658.50	-22.5%
Total Current Assets	40,141.54	51,800.04	-11,658.50	-22.5%
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	42,201.96	57,428.46	-15,226.50	-26.5%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Accrued Federal Unemp..	-224.00	-151.86	-72.14	-47.5%
Federal Income Tax Withheld	391.46	1,028.38	-636.92	-61.9%
Fica Tax Withheld	760.83	1,584.52	-823.69	-52.0%
State Income Tax Withheld	554.52	691.36	-136.84	-19.8%
Total Other Current Liabilities	1,482.81	3,152.40	-1,669.59	-53.0%
Total Current Liabilities	1,482.81	3,152.40	-1,669.59	-53.0%
Total Liabilities	1,482.81	3,152.40	-1,669.59	-53.0%
Equity				
*Retained Earnings	26,616.36	44,951.17	-18,334.81	-40.8%
Net Income	14,102.79	9,324.89	4,777.90	51.2%
Total Equity	40,719.15	54,276.06	-13,556.91	-25.0%
TOTAL LIABILITIES & EQUITY	42,201.96	57,428.46	-15,226.50	-26.5%