

JULY FINANCIALS 2016

INCOME CATEGORY	MONTH	2016 YTD	2016 Budget	2016 Project	2015 YTD
CDRP Funds		24,060.90	43,747.09	43,747.09	26,407.11
Agency Funds					
A. Charlevoix County	8,250.00	24,750.00	33,000.00	33,000.00	16,500.00
B. Emmet County	8,111.25	24,333.75	30,900.00	32,445.00	15,450.00
C. VORP Charlevoix	830.00	5,850.00	10,000.00	10,000.00	4,300.00
D. VORP Emmet	736.25	4,417.50	8,835.00	8,835.00	3,125.00
E. CDP Charlevoix		9,120.00	9,120.00	9,120.00	8,000.00
E. Fees for Service	150.00	4,050.00	7,000.00	7,000.00	3,200.00
F. ACVS Fees		3,000.00	3,000.00	4,400.00	1,100.00
G. SPED Fees		4,600.00	3,600.00	4,600.00	
H. Donations		187.45	50.00	187.45	46.90
I. Donor Campaign		470.00	3,500.00	2,500.00	2,522.50
K. Theatre Party - Petoskey					
1. Sponsorships		7,075.00	6,425.00	7,075.00	6,425.00
2. Ticket Sales		4,075.00	2,375.00	4,075.00	2,375.00
3. Other		1,526.50	1,573.00	1,526.50	1,573.90
L Theatre Party - Charlevoix					
1. Sponsorships				3,000.00	
2. Ticket Sales				1,000.00	
3. Other					
M. Reimbursement/Rebate		744.64		744.64	343.10
N. Interest	69.43	92.68	95.00	95.00	58.17
O. Training					
1. 40-Hour					1,550.00
2. Roundtables					
3. Oakland Mediation		1,000.00		1,000.00	
4. Agreement Writing	300.00	300.00		300.00	
P. GovPayNet		160.00		160.00	
Grants					
A. Bay Harbor Foundation					
B. Charlevoix Foundation		2,384.00		2,384.00	2,040.00
C. Petoskey Foundation		5,679.00	3,287.00	5,679.00	2,060.00
D. United Way		500.00	500.00	500.00	2,349.75
E. Charlevoix Lions					
F. Revenue Sharing					
G. Women's Club					
H. Women Who Care		6,000.00	6,000.00	6,000.00	
Transfer from Savings					
TOTAL INCOME	18,446.93	134,376.42	173,007.09	189,373.68	99,426.43
In Kind					
A. Accounting Services			300.00	300.00	200.00
B. Volunteer Mediators	2,812.50	79,237.50	123,038.00	123,038.00	56,962.50
C. Volunteer Labor		1,550.00			
D. Volunteer Training					600.00
E. Mediation Locations	50.00	2,600.00	5,020.00	5,020.00	2,300.00
F. Rent	1,300.00	9,100.00	15,600.00	15,600.00	6,500.00
G. Equipment/Supplies		11,143.23	550.00	11,150.00	507.21
H. Cell Phone	107.20	877.04	1,380.00	1,380.00	618.02
I. Theatre Party		3,490.50	3,000.00	3,490.50	3,313.00
J. Training Locations			400.00	400.00	500.00
K. Mileage		46.44	500.00	500.00	
L. GoToMyPC	23.95	181.60	305.00	305.00	127.70
M. Refund					
N. Miscellaneous		271.76		271.76	188.93

JULY FINANCIALS 2016

O. Executive Director		403.54		400.00	
IN KIND INCOME	4,293.65	108,901.61	150,093.00	161,855.26	71,817.36
TOTAL + IN KIND INCOME	22,740.58	243,278.03	323,100.09	351,228.94	171,243.79

EXPENSE CATEGORY	MONTH	2016 YTD	2016 Budget	2016 Project	2015 YTD
1. Personnel					
A. Salaries	8,138.70	60,784.25	105,803.00	105,803.00	59,234.49
B. FICA	640.41	5,503.55	8,093.93	8,093.93	5,445.50
C. Worker's Compensation			594.00	594.00	
D. Unemployment	296.21	678.76	1,058.03	1,058.03	497.90
E. Insurance/Education	201.78	2,476.26	5,460.00	5,460.00	2,405.24
2. Accounting		900.00	2,400.00	2,400.00	955.00
3. Advertising	4,075.00	6,457.89	5,712.00	10,158.79	1,410.00
4. Charlevoix Office					
A. Rent	100.00	800.00	1,200.00	1,200.00	900.00
B. Telephone	29.99	595.54	1,195.00	745.49	685.38
5.. Communications					
A. Telephone	99.96	1,610.30	2,560.00	2,200.00	1,487.41
B. Internet	59.98	510.93	840.00	840.00	534.00
6. Contractual	290.00	4,613.00	2,880.00	4,800.00	3,615.87
7. Equipment					
A. Purchase	499.00	499.00	650.00	650.00	3,561.00
B. Repair & Maintenance			2,800.00	2,800.00	
8. Insurance					
A. Employment Practices			224.00	224.00	
B. Directors & Officers			1,270.00	1,270.00	
C. Commercial Umbrella			300.00	300.00	
D. Business Protection			430.00	430.00	
9. Miscellaneous					10.00
10. Occupancy - Rent	500.00	4,000.00	6,000.00	6,000.00	4,000.00
11. Other					
A. Board		722.99	818.00	818.00	624.59
B. Executive Director	250.25	1,298.21	2,030.00	2,100.00	1,658.73
C. Hospitality		315.39	752.63	752.63	563.31
D. Licenses, Fees, Dues	30.00	637.75	1,045.75	1,045.75	710.91
E. PD		255.00	0.00	500.00	326.47
F. Staff Retreat			200.00	200.00	
G. Theatre Party - Petoskey		4,017.66	2,641.00	4,017.66	4,042.67
H. Theatre Party - Charlevoix		32.86		2,000.00	
12. Postage	467.48	1,034.43	1,515.00	1,615.00	497.51
13. Printing		904.00	2,950.00	2,950.00	822.50
14. Reimbursement		160.00			275.00
15. Supplies	137.79	1,977.63	2,900.00	2,900.00	1,611.40
16. Training					
A. 40-Hour					5,805.65
B. Roundtables			30.00	30.00	
C. General Civil			1,050.00		
D. Oakland Mediation Center		519.24		519.24	
E. Agreement Writing				1,000.00	
17. Travel					
A. Lodging		427.38	180.00	600.00	
B. Meals		117.29	133.00	250.00	
C. Mileage	56.04	1,733.93	7,291.75	7,291.75	1,421.62
D. Other		3.50		5.00	80.97
TOTAL EXPENSES	15,872.59	103,586.74	173,007.09	183,622.27	103,183.12
16. Gain (Loss)	2,574.34	30,789.68		5,751.41	-3,756.69
Comparison of Income & Expenses	18,446.93	134,376.42	173,007.09	189,373.68	99,426.43

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
July 2016

	<u>Jul 16</u>
Ordinary Income/Expense	
Income	
County Funding	
Charlevoix	8,250.00
Emmet	8,111.25
Total County Funding	<u>16,361.25</u>
Fees	
Breach of Contract	50.00
Divorce	100.00
Total Fees	<u>150.00</u>
Interest	69.43
Training & Workshops	
Advanced	300.00
Total Training & Workshops	<u>300.00</u>
VORP	
Charlevoix	830.00
Emmet	736.25
Total VORP	<u>1,566.25</u>
Total Income	<u>18,446.93</u>
Expense	
Advertising	4,075.00
Charlevoix Office	
Rent	100.00
Telephone	29.99
Total Charlevoix Office	<u>129.99</u>
Communications	
Internet	59.98
Telephone	99.96
Total Communications	<u>159.94</u>
Contractual	290.00
Equipment Expense	
Purchase	499.00
Total Equipment Expense	<u>499.00</u>
Fringe Benefits	
Health Insurance	201.78
Unemployment	296.21
Total Fringe Benefits	<u>497.99</u>
Occupancy	
Rent	500.00
Total Occupancy	<u>500.00</u>
Other	
Executive Director	250.25
Licenses, Fees, Dues	30.00

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
July 2016

	<u>Jul 16</u>
Total Other	280.25
Payroll Expenses	640.41
Postage	467.48
Salaries and Wages	8,138.70
Supplies	137.79
Travel	
Mileage	<u>56.04</u>
Total Travel	<u>56.04</u>
Total Expense	<u>15,872.59</u>
Net Ordinary Income	<u>2,574.34</u>
Net Income	<u><u>2,574.34</u></u>

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NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
July 2016

	<u>Jul 16</u>
Charter Communications	174.93
Chemical Bank	63.29
City of Charlevoix	100.00
Dan McGuire	824.00
Gaslight Media	45.00
Kirstyn Horan	257.82
McCardel Water Conditioning	39.50
On The Throttle	2,245.00
Online Payroll Service Fee	10.00
Parrot Film Company	1,800.00
Payroll Distribution	8,779.11
Pitney Bowes	467.48
Rotary Club of Petoskey	250.25
St. Francis Xavier	500.00
State of Michigan	20.00
The 501 Alliance	296.21
TOTAL	<u><u>15,872.59</u></u>

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through July 2016

	Jan - Jul 16
Ordinary Income/Expense	
Income	
CDP	9,120.00
CDRP Funds	
1st Quarter	13,124.13
2nd Quarter	10,936.77
Total CDRP Funds	24,060.90
County Funding	
Charlevoix	24,750.00
Emmet	24,333.75
Total County Funding	49,083.75
Donation	
Donor Campaign	470.00
Mileage	37.45
Donation - Other	150.00
Total Donation	657.45
Fees	
ACVS	3,000.00
Breach of Contract	1,450.00
Divorce	1,500.00
Domestic	150.00
Employer/Employee	100.00
General Civil	50.00
Ord, Statute, Reg.	100.00
Probate	100.00
Property	350.00
Real Estate	100.00
Shoplifting	150.00
SPED	4,600.00
Total Fees	11,650.00
Fund Raising	
Theatre Party	
Bottle Return	4.00
Donation	733.50
Raffle	364.00
Sponsor	7,075.00
Tickets	4,075.00
Tip Jar	25.00
Theatre Party - Other	400.00
Total Theatre Party	12,676.50
Total Fund Raising	12,676.50
GovPayNet	160.00
Grants	
Charlevoix Foundation	2,384.00
Petoskey Foundation	5,679.00
United Way	500.00
Women Who Care	6,000.00

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through July 2016

	<u>Jan - Jul 16</u>
Total Grants	14,563.00
Interest	92.68
Refund	269.94
Reimbursement Income	474.70
Training & Workshops	
Advanced	300.00
Oakland	1,000.00
Total Training & Workshops	1,300.00
VORP	
Charlevoix	5,850.00
Emmet	4,417.50
Total VORP	10,267.50
Total Income	134,376.42
Expense	
Accounting	900.00
Advertising	6,457.89
Charlevoix Office	
Rent	800.00
Telephone	595.54
Total Charlevoix Office	1,395.54
Communications	
Internet	510.93
Telephone	1,610.30
Total Communications	2,121.23
Contractual	4,613.00
Equipment Expense	
Purchase	499.00
Total Equipment Expense	499.00
Fringe Benefits	
Dental Insurance	45.20
Health Insurance	2,431.06
Unemployment	678.76
Total Fringe Benefits	3,155.02
Occupancy	
Rent	4,000.00
Total Occupancy	4,000.00
Other	
Board	722.99
Executive Director	1,298.21
Hospitality	315.39
Licenses, Fees, Dues	637.75
PD	255.00
Theatre Party	4,017.66
Theatre Party Charlevoix	32.86

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NORTHERN COMMUNITY MEDIATION

Profit & Loss

January through July 2016

	<u>Jan - Jul 16</u>
Total Other	7,279.86
Payroll Expenses	5,503.55
Postage	1,034.43
Printing	904.00
Reimbursement Fees	<u>160.00</u>
Total Reimbursement	160.00
Salaries and Wages	60,784.25
Supplies	1,977.63
Training OMC	<u>519.24</u>
Total Training	519.24
Travel	
Lodging	427.38
Meals	117.29
Mileage	1,733.93
Other	<u>3.50</u>
Total Travel	2,282.10
Void	<u>0.00</u>
Total Expense	<u>103,586.74</u>
Net Ordinary Income	<u>30,789.68</u>
Net Income	<u><u>30,789.68</u></u>

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through July 2016

	<u>Jan - Jul 16</u>
Ability Body in Motion	80.00
Abuzz Creative	540.00
Applied Imaging	50.88
AT&T	1,734.06
Boyne Area Chamber of Commerce	45.00
Central Interconnect	932.50
Charlevoix Chamber of Commerce	230.00
Charter Communications	508.84
Charter Communicatons	53.99
Chase Bank	34.95
Chemical Bank	332.15
City of Charlevoix	800.00
City Park Grill	98.80
Conflict Resolution Services	150.00
Dan McGuire	4,323.50
DRER, Inc.	182.98
East Jordan Chamber of Commerce	45.00
Emmet County Recycling	80.00
EPS	564.00
First Bankcard	37.46
First Community Bank	24.39
Gaslight Media	315.00
Gordon Food Service	168.12
GovPayNet	160.00
Harbor Springs Chamber of Commerce	165.00
Jane Millar	3,423.80
Joel Wurster	225.00
Johan's	26.95
John Wiley & Sons, Inc.	360.00
Karen Cole	1,445.36
Kirstyn Horan	2,197.40
Mason & Kammermann	900.00
McCardel Water Conditioning	185.00
MCDRPCA	110.75
Meyer Hardware	12.46
Northern Lakes Economic Alliance	20.00
Northern Michigan Review	1,091.30
Office Max	159.25
Oleson's	70.40
On The Throttle	2,245.00
Online Payroll Service Fee	80.00
Parrot Film Company	1,800.00
Payroll Distribution	66,063.80
Petoskey Chamber of Commerce	660.00
Petoskey Cinema	1,412.50
Pitney Bowes	1,004.95
PMP	224.00
Rotary	296.25
Rotary Club of Petoskey	440.50
Sign & Design	125.00
Sky's the Limit	30.00
Spectrum Business	314.88
St. Francis Xavier	4,000.00

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Cash Basis

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through July 2016

	<u>Jan - Jul 16</u>
State of Michigan	20.00
Taylor Rental	499.50
The 501 Alliance	678.76
The Print Shop	1,475.00
Trophy Case	31.80
Weathervane	260.51
Zonta	40.00
TOTAL	<u>103,586.74</u>

NORTHERN COMMUNITY MEDIATION
Balance Sheet Prev Year Comparison
As of July 31, 2016

	Jul 31, 16	Jul 31, 15	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
CD Bank of N. MI [REDACTED]	0.00	6,557.94	-6,557.94	-100.0%
CD Bank of N. MI [REDACTED]	0.00	6,194.32	-6,194.32	-100.0%
CD Bank of N. MI [REDACTED]	0.00	6,366.52	-6,366.52	-100.0%
CD Char State Bank [REDACTED]	5,964.49	5,940.69	23.80	0.4%
CD Char State Bank [REDACTED]	12,208.47	12,165.82	42.65	0.4%
CD Chemical Bank [REDACTED]	6,577.67	0.00	6,577.67	100.0%
CD Chemical Bank [REDACTED]	6,225.39	0.00	6,225.39	100.0%
CD Chemical Bank [REDACTED]	6,406.41	0.00	6,406.41	100.0%
CD First Comm. Bank [REDACTED]	7,844.98	7,821.49	23.49	0.3%
CD First Comm. Bank [REDACTED]	5,593.36	5,576.60	16.76	0.3%
Checking 1st Community Bank	50,957.89	0.00	50,957.89	100.0%
Checking Chase	1,031.53	15,679.88	-14,648.35	-93.4%
Money Market Fifth Third	5,000.21	0.00	5,000.21	100.0%
Money Market PNC	5,000.25	0.00	5,000.25	100.0%
Petty Cash	100.00	100.00	0.00	0.0%
Savings Bay Winds	15,815.22	15,791.58	23.64	0.2%
Savings Chase	8,092.11	18,086.01	-9,993.90	-55.3%
Savings Chemical Bank	20,291.26	20,280.26	11.00	0.1%
Total Checking/Savings	157,109.24	120,561.11	36,548.13	30.3%
Total Current Assets	157,109.24	120,561.11	36,548.13	30.3%
Fixed Assets				
Accumulated Depreciation	-27,646.79	-24,925.79	-2,721.00	-10.9%
Equipment				
Purchase	12,327.70	6,022.00	6,305.70	104.7%
Equipment - Other	26,910.05	26,910.05	0.00	0.0%
Total Equipment	39,237.75	32,932.05	6,305.70	19.2%
Total Fixed Assets	11,590.96	8,006.26	3,584.70	44.8%
Other Assets				
Investments - CCCF	11,677.77	11,150.00	527.77	4.7%
Investments - PHSACF	13,457.15	12,740.00	717.15	5.6%
Total Other Assets	25,134.92	23,890.00	1,244.92	5.2%
TOTAL ASSETS	193,835.12	152,457.37	41,377.75	27.1%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Federal Income Tax Withheld	653.00	777.00	-124.00	-16.0%
Fica Tax Withheld	1,232.35	1,383.79	-151.44	-10.9%
Michigan Unemployment	985.99	914.04	71.95	7.9%
State Income Tax Withheld	650.26	334.48	315.78	94.4%
Total Other Current Liabilities	3,521.60	3,409.31	112.29	3.3%
Total Current Liabilities	3,521.60	3,409.31	112.29	3.3%
Total Liabilities	3,521.60	3,409.31	112.29	3.3%
Equity				
*Retained Earnings	159,523.85	151,920.80	7,603.05	5.0%
Opening Bal Equity	-0.01	-0.01	0.00	0.0%
Net Income	30,789.68	-2,872.73	33,662.41	1,171.8%
Total Equity	190,313.52	149,048.06	41,265.46	27.7%
TOTAL LIABILITIES & EQUITY	193,835.12	152,457.37	41,377.75	27.1%