

JULY 2024

INCOME CATEGORY	MONTH	2024 YTD	2024 Budget	2024 Project	2023 YTD
CDRP Funds		34,112.71	62,023.13	62,023.13	43,971.99
Agency Funds					
A. Charlevoix County	10,000.00	30,000.00	40,000.00	40,000.00	28,500.00
B. Emmet County	9,000.00	27,000.00	38,000.00	36,000.00	27,000.00
C. VORP Charlevoix	833.33	5,833.31	10,000.00	10,000.00	4,375.00
D. VORP Emmet	625.00	5,000.00	7,500.00	7,500.00	4,375.00
E. CDP Charlevoix		8,000.00	8,000.00	8,000.00	8,000.00
E. Fees for Service	1,663.57	7,885.17	17,000.00	15,000.00	12,980.19
F. ACVS Fees		250.00	3,000.00	250.00	1,125.00
G. SPED Fees					
H. Donations					776.84
I. Donor Campaign	15.00	2,727.02	8,000.00	8,000.00	2,013.51
K. Theatre Party Petoskey					
L. Theatre Party Charlevoix				6,500.00	
M. Mediaton Celebration	25.00	827.00	15,000.00	827.00	14,312.77
N. Reimbursement/Rebate	206.83	5,327.24		5,327.24	5,096.43
O. Relocation Expenses					8,476.83
P. Interest	6,951.12	10,009.41	6,000.00	12,000.00	4,064.40
Q. Training					
1. March Round Table					
2. 40-Hour			2,100.00	0.00	
3. October Round Table					
Grants					
A. Charlevoix Foundation	1,500.00	1,500.00		1,500.00	11,000.00
B. Petoskey Foundation		5,780.00		5,780.00	2,000.00
C. BHMS	2,500.98	8,753.43	15,005.00	15,005.00	9,668.71
D. MAMP		2,500.00	5,000.00	5,000.00	200.00
E. Petoskey Rotary					2,000.00
F. 941-X Refund			19,842.26		
G. 941-X Refund			14,097.11		
OPERATIONAL INCOME	33,320.83	155,505.29	270,567.50	238,712.37	189,936.67
CAPITAL CAMPAIGN	11,855.00	22,466.65	40,000.00	40,000.00	2,000.00
E. 941-X Refund				19,842.26	
F. 941-X Refund				14,097.11	
TOTAL CAPTAL CAMPAIGN	11,855.00	22,466.65	40,000.00	73,939.37	
TOTAL INCOME	45,175.83	177,971.94	310,567.50	312,651.74	191,936.67
	MONTH	2024 YTD	2024 Budget	2024 Project	2023 YTD
IN-KIND CATEGORY					
A. Accounting Services		400.00	400.00	400.00	111.00
B. Volunteer Mediators	6,307.00	64,081.00	111,750.00	115,000.00	70,684.00
C. Volunteer Labor	400.00	800.00			50.00
D. Volunteer Training			300.00	100.00	
E. Mediation Locations			300.00	0.00	
F. Rent					5,200.00
G. Equipment					
H. Supplies			100.00	100.00	79.95
I. Theatre Party Petoskey					
J. Theatre Party Charlevoix					
J. Mediation Celebration			5,000.00	0.00	
L. Mileage			262.00	262.00	
H. Cell Phone	194.20	999.27	3,048.00	3,048.00	1,446.19
M. GoToMyPC	348.00	348.00	350.00	3,348.00	348.00
N. Executive Director	722.69	3,346.48	5,000.00	5,000.00	3,245.85
O. Relocation Expenses					7,854.97
IN KIND INCOME	7,971.89	69,974.75	126,510.00	127,258.00	89,019.96
TOTAL + IN KIND INCOME	53,147.72	247,946.69	437,077.50	439,909.74	280,956.63

JULY 2024

EXPENSE CATEGORY	MONTH	2024 YTD	2024 Budget	2024 Project	2023 YTD
1. Personnel					
A. Salaries	11,869.32	93,902.19	155,275.63	156,291.20	94,409.82
B. FICA	919.04	7,410.89	11,878.59	11,956.28	7,441.15
C. Worker's Compensation		32.00	505.00	505.00	14.00
D. Unemployment	8.09	68.84	165.30	165.30	51.30
E. Insurance/Education/IRA	320.80	6,326.90	8,717.53	8,748.00	8,016.35
2. Accounting		3,915.00	5,200.00	5,200.00	3,540.00
3. Capital Campaign		2,830.05	5,000.00	5,000.00	
4.. Communications					
A. Telephone	171.75	1,418.67	2,147.00	2,500.00	1,142.23
B. Internet	104.99	679.86	876.00	1,300.00	858.84
5. Contractual	176.68	6,595.01	3,245.00	7,000.00	4,331.63
6. Equipment		3,804.00	1,150.00	4,000.00	
7. Fund Raising					
A. Mediation Celebration		25.00	5,875.00	25.00	14,016.95
B. Theatre Party Charlevoix				3,500.00	57.00
C. Theatre Party Petoskey					
8. Insurance					
A. Directors, Officers, Emp.Prac.			1,199.00	1,199.00	
B. Business Protection			1,636.00	1,636.00	427.00
C. Commercial Umbrella			500.00	500.00	
9. Occupancy					
A. Mortgage Interest	982.06	7,210.03	10,340.00	10,340.00	4,448.90
B. Utilities	937.16	2,832.62	3,961.00	3,961.00	1,844.33
C. Assessment		1,681.64	1,608.00	1,681.84	1,608.30
D. Fees/Dues		3,079.54	6,159.00	6,159.00	4,199.37
E. Mortgage Principal			5,521.00	5,521.00	
E. St. Francis Rent					1,950.00
10. Other					
A. Board		598.64	870.00	1,000.00	1,058.32
B. Executive Director		759.00	2,375.00	2,000.00	1,286.10
C. Hospitality		757.22	1,300.00	1,300.00	1,904.74
D. Licenses, Fees, Dues	190.00	2,930.00	3,355.00	3,355.00	2,785.00
E. Staff	110.10	1,472.94	350.00	1,500.00	104.48
F. Annual Meeting		61.27		61.27	
G. Miscellaneous					
11. Outreach	385.00	1,605.95	1,445.00	1,700.00	925.96
12. Postage		1,620.49	1,975.00	1,975.00	1,089.68
13. Printing		881.99	2,795.00	2,795.00	958.47
14. Reimbursement/Refund		75.00		75.00	315.00
15. Supplies	254.75	1,002.03	2,000.00	1,700.00	838.71
16. Training					
A. March Round Table					
B. 40-Hour			500.00	0.00	
C. October Round Table					
17. Transfer into Savings		100.00			
18. Travel					
A. Lodging			260.00	260.00	
B. Meals			110.00	110.00	
C. Mileage		393.23	2,292.50	2,292.50	985.04
D. Other					26.80
19. Relocation (1st Year Only)					39,459.05
A. Taxes					891.25
TOTAL EXPENSES	16,429.74	154,070.00	250,586.55	257,312.39	200,985.77
Income Minus Expenses	16,891.09	1,435.29	19,980.95	-18,600.02	-11,049.10
Comparison of Income & Expenses	33,320.83	155,505.29	270,567.50	238,712.37	189,936.67

NORTHERN COMMUNITY MEDIATION
Profit & Loss
July 2024

	<u>Jul 24</u>
Ordinary Income/Expense	
Income	
County Funding	
Charlevoix	10,000.00
Emmet	9,000.00
Total County Funding	<u>19,000.00</u>
Donation	
Donor Campaign	
Board Member	15.00
Total Donor Campaign	<u>15.00</u>
Total Donation	15.00
Fees	
DIK	250.00
DIV	744.53
Domestic	98.51
Landlord/Tenant	75.00
Ord, Statute, Reg.	75.00
Post Judgement	420.53
Total Fees	<u>1,663.57</u>
Grants	
Behavioral Health	2,500.98
Charlevoix Foundation	1,500.00
Total Grants	<u>4,000.98</u>
Interest	6,951.12
Refund	
Mediation Celebration	25.00
Pitney Bowes	206.83
Total Refund	<u>231.83</u>
VORP	
Charlevoix	833.33
Emmet	625.00
Total VORP	<u>1,458.33</u>
Total Income	33,320.83
Expense	
Outreach	385.00
Utilities	
Gas	114.10
Electricity	823.06
Total Utilities	<u>937.16</u>
Communications	
Internet	104.99
Telephone	171.75
Total Communications	<u>276.74</u>

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
July 2024

	<u>Jul 24</u>
Contractual	176.68
Fringe Benefits	
IRA	102.80
Vision Insurance	110.00
Health Insurance	108.00
Unemployment	8.09
Total Fringe Benefits	328.89
Occupancy	
Mortgage Interest	982.06
Total Occupancy	982.06
Other	
Staff	110.10
Licenses, Fees, Dues	190.00
Total Other	300.10
Payroll Expenses	919.04
Salaries and Wages	11,869.32
Supplies	254.75
Total Expense	16,429.74
Net Ordinary Income	16,891.09
Other Income/Expense	
Other Income	
Donations - Capital Campaign	11,855.00
Total Other Income	11,855.00
Net Other Income	11,855.00
Net Income	28,746.09

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NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
July 2024

	<u>Jul 24</u>
Boyne Area Chamber of Commerce	190.00
BSB Communications	171.75
Charter Communications	104.99
City of Petoskey	823.06
Dan McGuire	50.00
DTE	114.10
FNBO	388.85
Honor Bank	982.06
Laura Buckingham	218.00
McCardel Water Conditioning	11.00
Payroll Distribution	12,891.16
Petoskey Chamber of Commerce	350.00
The 501 Alliance	8.09
Van's Business Machines	126.68
TOTAL	<u><u>16,429.74</u></u>

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through July 2024

	<u>Jan - Jul 24</u>
Ordinary Income/Expense	
Income	
CDP	8,000.00
CDRP Funds	
1st Quarter	18,606.93
2nd Quarter	15,505.78
Total CDRP Funds	<u>34,112.71</u>
County Funding	
Charlevoix	30,000.00
Emmet	27,000.00
Total County Funding	<u>57,000.00</u>
Donation	
Memory of Bill Millar	175.00
Donor Campaign	
Board Member	402.02
Community	2,075.00
Mediator	75.00
Total Donor Campaign	<u>2,552.02</u>
Total Donation	2,727.02
Fees	
DIK	1,108.08
DIV	2,137.32
Estate	250.00
ACVS	250.00
Breach of Contract	691.08
Domestic	147.02
Landlord/Tenant	448.02
Ord, Statute, Reg.	371.04
Post Judgement	863.08
Probate	494.53
Property	1,150.00
Real Estate	225.00
Total Fees	<u>8,135.17</u>
Fund Raising	
Mediation Celebration	827.00
Total Fund Raising	<u>827.00</u>
Grants	
MAMP	2,500.00
Behavioral Health	8,753.43
Charlevoix Foundation	1,500.00
Petoskey Foundation	5,780.00
Total Grants	<u>18,533.43</u>
Interest	10,009.41
Refund	
Telephone	179.21
Pay Check	4,609.37

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through July 2024

	<u>Jan - Jul 24</u>
Pitney Bowes	413.66
Refund - Other	125.00
Total Refund	5,327.24
VORP	
Charlevoix	5,833.31
Emmet	5,000.00
Total VORP	10,833.31
Total Income	155,505.29
Expense	
Transfer into Savings	100.00
Outreach	1,605.95
Utilities	
Gas	1,287.37
Electricity	1,545.25
Total Utilities	2,832.62
Accounting	3,915.00
Communications	
Internet	679.86
Telephone	1,418.67
Total Communications	2,098.53
Contractual	6,595.01
Equipment Expense	
Purchase	3,804.00
Total Equipment Expense	3,804.00
Fringe Benefits	
IRA	3,072.00
Vision Insurance	330.00
Supplemental Insurance	221.70
Dental Insurance	1,115.00
Health Insurance	1,588.20
Unemployment	68.84
Total Fringe Benefits	6,395.74
Insurance	
Worker's Compensation	32.00
Total Insurance	32.00
Occupancy	
Mortgage Interest	7,210.03
Assessment	1,681.64
Fees & Dues	3,079.54
Total Occupancy	11,971.21
Other	
Reimbursement/Refund	75.00
Staff	1,472.94
Capital Campaign	2,830.05

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through July 2024

	<u>Jan - Jul 24</u>
Mediation Celebration	25.00
Annual Meeting	61.27
Board	598.64
Executive Director	759.00
Hospitality	757.22
Licenses, Fees, Dues	<u>2,930.00</u>
Total Other	9,509.12
Payroll Expenses	7,410.89
Postage	1,620.49
Printing	881.99
Salaries and Wages	93,902.19
Supplies	1,002.03
Travel	
Mileage	<u>393.23</u>
Total Travel	393.23
Void	<u>0.00</u>
Total Expense	<u>154,070.00</u>
Net Ordinary Income	1,435.29
Other Income/Expense	
Other Income	
Donations - Capital Campaign	<u>22,466.65</u>
Total Other Income	<u>22,466.65</u>
Net Other Income	<u>22,466.65</u>
Net Income	<u><u>23,901.94</u></u>

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NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through July 2024

	<u>Jan - Jul 24</u>
Abuzz Creative	2,940.00
American Fund	2,249.20
Bay Area Clean Care	168.50
Boyne Area Chamber of Commerce	190.00
BSB Communications	1,418.67
Charlevoix Chamber of Commerce	200.00
Charlevoix County News	108.00
Charter Communications	551.81
City of Petoskey	1,545.25
Culligan	11.00
Dan McGuire	6,491.00
Decka Digital	1,481.99
DocuSign	1,299.99
DTE	1,287.37
Elise Borow	1,115.00
Emmet County Recycling	150.00
EPS	455.46
First Community Bank	29.39
FNBO	4,338.49
Frankenmuth Insurance	32.00
Gordon Food Service	29.97
Harbor Light	60.00
Harbor Springs Chamber of Commerce	205.00
Honor Bank	7,210.03
Jane Millar	719.32
Kammerman & Bascom	2,950.00
Kammermann & Bascom	965.00
Kerry Thompson	75.00
Kurt Grangood	68.74
Laura Buckingham	2,221.96
Magnum Hospitality	100.00
McCardel Water Conditioning	99.00
MCMA	2,000.00
Mitchell Park Center Association	4,761.18
Online Payroll Service Fee	50.00
Payroll Distribution	102,135.88
Petoskey Chamber of Commerce	765.00
Pitney Bowes	1,620.49
Rotary	263.50
Rotary Club of Petoskey	330.50
Spectrum	128.05
Stafford's Hospitality	500.00
State of Michigan	25.00
Terrace Inn	100.00
The 501 Alliance	68.84
Trophy Case	232.00
Van's Business Machines	319.94
Withdrawal	100.00
TOTAL	<u>154,167.52</u>

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 Cash Basis

NORTHERN COMMUNITY MEDIATION
Balance Sheet Prev Year Comparison
 As of July 31, 2024

	Jul 31, 24	Jul 31, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
US Treasury 4	29,964.30	29,964.30	0.00	0.0%
US Treasury 3	29,914.13	29,914.13	0.00	0.0%
US Treasury 2	29,859.71	29,859.71	0.00	0.0%
US Treasury 1	29,620.83	29,620.83	0.00	0.0%
i Bond	10,156.00	10,156.00	0.00	0.0%
Savings First Comm	20,435.94	20,333.90	102.04	0.5%
Checking 1st Community Bank	70,950.38	52,763.20	18,187.18	34.5%
Petty Cash	100.00	100.00	0.00	0.0%
Transfer from Checking	-100.00	0.00	-100.00	-100.0%
Total Checking/Savings	220,901.29	202,712.07	18,189.22	9.0%
Total Current Assets	220,901.29	202,712.07	18,189.22	9.0%
Fixed Assets				
Office Building	223,079.95	223,079.95	0.00	0.0%
Accumulated Depreciation	-48,095.03	-43,738.23	-4,356.80	-10.0%
Equipment				
Equipment Repair	85.00	85.00	0.00	0.0%
Purchase	44,688.75	44,688.75	0.00	0.0%
Equipment - Other	-1,777.01	-1,788.00	10.99	0.6%
Total Equipment	42,996.74	42,985.75	10.99	0.0%
Total Fixed Assets	217,981.66	222,327.47	-4,345.81	-2.0%
Other Assets				
Investments - CCCF	18,622.33	16,200.28	2,422.05	15.0%
Investments - PHSACF	25,644.69	18,614.09	7,030.60	37.8%
Total Other Assets	44,267.02	34,814.37	9,452.65	27.2%
TOTAL ASSETS	483,149.97	459,853.91	23,296.06	5.1%

NORTHERN COMMUNITY MEDIATION
Balance Sheet Prev Year Comparison
As of July 31, 2024

	Jul 31, 24	Jul 31, 23	\$ Change	% Change
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Simple IRA Withheld	14,538.78	9,166.80	5,371.98	58.6%
BC State Income Tax Withheld	363.33	363.33	0.00	0.0%
BC Federal Income Tax Withheld	13.00	13.00	0.00	0.0%
BC Michigan Unemployment	222.72	222.72	0.00	0.0%
BF State Income Tax Withheld	975.77	975.77	0.00	0.0%
BF Michigan Unemployment	11.01	11.01	0.00	0.0%
BF FICA Tax Withheld	4,956.02	4,956.02	0.00	0.0%
BF Federal Income Tax Withheld	1,068.69	1,068.69	0.00	0.0%
BC FICA Tax Withheld	175.80	175.80	0.00	0.0%
RP Michigan Unemployment	97.81	97.81	0.00	0.0%
RP State Income Tax Withheld	-171.32	-171.32	0.00	0.0%
RP FICA Tax Withheld	-568.27	-568.27	0.00	0.0%
RP Federal Income Tax Withheld	-90.00	-90.00	0.00	0.0%
Federal Income Tax Withheld	-304.41	-434.69	130.28	30.0%
Fica Tax Withheld	-4,008.19	-4,162.85	154.66	3.7%
Michigan Unemployment	2,665.49	2,402.03	263.46	11.0%
Payroll Tax Expense	-42.00	0.00	-42.00	-100.0%
State Income Tax Withheld	-551.21	-594.75	43.54	7.3%
Total Other Current Liabilities	19,353.02	13,431.10	5,921.92	44.1%
Total Current Liabilities	19,353.02	13,431.10	5,921.92	44.1%
Long Term Liabilities				
Mortgage - Building	169,817.88	174,073.25	-4,255.37	-2.4%
Total Long Term Liabilities	169,817.88	174,073.25	-4,255.37	-2.4%
Total Liabilities	189,170.90	187,504.35	1,666.55	0.9%
Equity				
*Retained Earnings	270,077.14	281,186.80	-11,109.66	-4.0%
Opening Bal Equity	-0.01	-0.01	0.00	0.0%
Net Income	23,901.94	-8,837.23	32,739.17	370.5%
Total Equity	293,979.07	272,349.56	21,629.51	7.9%
TOTAL LIABILITIES & EQUITY	483,149.97	459,853.91	23,296.06	5.1%