

REDWOOD COAST SENIORS, INC.
Profit & Loss Statement
Budget Versus Actual Variance Report
For the Quarter Ended September 30, 2017

	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>
INCOME			
Grant Income			
5016 · Mendocino Transit Authority	\$ 38,503	\$ 38,751	\$ (248)
5017 · MCDSS Outreach	20,468	24,999	(4,531)
5018 · United Way	0	0	0
5019 · Senior Peer Counseling	8,750	9,750	(1,000)
5030 · Area Agency on Aging	40,896	40,896	0
	<u>108,617</u>	<u>114,396</u>	<u>(5,779)</u>
Total Grant Income			
Non-Grant Income			
5230 · Adult Day Program	5,038	5,001	37
5240 · Transportation Fees - MTA	2,593	2,499	94
5250 · Group Meal Fees	336	375	(39)
5270 · Meal Donations Dining Room	10,070	11,250	(1,180)
5270 · Meal Donations Meals on Wheels	9,440	10,500	(1,060)
5270 · Meal Donations Adult Day Program	880	750	130
5320 · Gazette	970	1,150	(180)
5410 · Sales - The Attic	4,011	5,001	(990)
Note 2 5610 · Rent	2,516	2,915	(399)
Note 1 5810 · The Community Foundation	19,916	0	19,916
Note 3 5820 · Donations - Cash - Restricted	3,872	2,805	1,067
Note 4 5825 · Donations - Cash - Unrestricted	160,399	8,950	151,449
Note 5 5830 · Donations - In-kind	51,219	53,700	(2,481)
5910 · Other	809	810	(1)
	<u>272,069</u>	<u>105,706</u>	<u>166,363</u>
Total Non-Grant Income			
Total Income			
	<u>380,686</u>	<u>220,102</u>	<u>160,584</u>
EXPENSES			
Staff Expense			
6010 · Staff Wages	93,934	97,500	3,566
6020 · Payroll Taxes	7,183	7,311	128
6030 · Benefits	7,637	7,659	22
6070 · Employee Drug Testing/Background Check	135	100	(35)
6090 · Mileage Reimbursement	1,511	1,500	(11)
Note 7 6120 · Contract Labor	5,753	6,735	982
	<u>116,153</u>	<u>120,805</u>	<u>4,652</u>
Total Staff Expense			

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Volunteer Expense			
Note 6 6015 · Volunteer Wages - In Kind	43,884	46,251	2,367
6130 · Volunteer Mileage Reimbursement	1,768	2,001	233
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Total Volunteer Expense	<u>45,652</u>	<u>48,252</u>	<u>2,600</u>
Equipment			
6210 · Equipment Maintenance - Buses	4,324	1,950	(2,374)
6210 · Equipment Maintenance - Kitchen/Admin	0	0	0
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Total Equipment	<u>4,324</u>	<u>1,950</u>	<u>(2,374)</u>
Food Costs			
Note 8 6610 · Raw Food	20,666	21,545	879
Note 6 6611 · Raw Food - In-Kind	3,999	3,999	0
6620 · Food Supplies	6,124	5,250	(874)
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Total Food Costs	<u>30,789</u>	<u>30,794</u>	<u>5</u>
Direct Expense			
7010 · Postage & Delivery	245	200	(45)
7015 · Donation Letter Expenses	101	650	549
7120 · Telephone & Internet Access	1,256	1,248	(8)
7210 · Copying/Printing	0	100	100
7220 · Publications - Gazette	447	500	53
7250 · Dues & Subscriptions	150	150	0
7310 · Office Supplies	334	600	266
7320 · Supplies	776	900	124
7750 · Advertising	831	895	64
7810 · Auto - Fuel	3,196	2,499	(697)
7860 · Adult Day Program Meals Provided	880	0	(880)
7950 · Other	1,000	150	(850)
Note 6 7951 · Other - In-Kind (The Attic)	3,336	3,450	114
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Total Direct Expense	<u>12,552</u>	<u>11,342</u>	<u>(1,210)</u>
Occupancy			
9040 · Propane	671	675	4
9040 · Electricity	450	450	0
9042 · Water & Sewer	450	450	0
9044 · Garbage	935	951	16
9090 · Building Repairs and Maintenance	582	1,500	918
9095 · Kitchen Garden Grant Expenses	0	0	0
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Total Occupancy	<u>3,088</u>	<u>4,026</u>	<u>938</u>

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	Actual	Budget	Favorable (Unfavorable) Variance
Overhead/Other			
9110 · Bank Charges/Payroll Service/Credit Card Fees	1,145	1,125	(20)
9120 · Finance Charges/Penalties	30	0	(30)
9340 · Licenses/Permits/Filing Fees	27	30	3
9360 · Registration Renewal	0	0	0
9420 · Liability Insurance	2,688	2,550	(138)
9420 · Directors & Officers Insurance	450	450	0
9430 · Workers Comp Insurance	3,501	3,501	0
9440 · Auto Insurance	2,604	2,604	0
Note 9 9460 · Unemployment Insurance Program	750	750	0
	11,195	11,010	(185)
Total Overhead			
	223,753	228,179	4,426
Total Expense			
	156,933	\$ (8,077)	\$ 165,010
Net Operating Gain (Loss) before Depreciation			
9930 · Depreciation Expense	5,474		
Net Operating Gain (Loss)	151,459		
5935 · Unrealized Gain - Royal Alliance	9,599		
5051 · Comm Fdn Garden Grant	0		
Net Income	\$ 161,058		

Notes

Note 1 5810 · The Community Foundation

Budget item 5810, formerly the Johnson Endowment, has been renamed the Community Foundation.

Note 2 5610 · Rent

	Actual	Budget	Favorable (Unfavorable) Variance
AA/Pilot Group	\$ 750	\$ 300	\$ 450
Bridge Club	80	120	(40)
Class Reunion	100	310	(210)
Cribbage	90	105	(15)
Exercise Class	301	375	(74)
Mendo Writers Conference	0	350	(350)
Nurses Group	0	0	0
Soroptimist	336	300	36
Other	859	1,055	(196)
	\$ 2,516	\$ 2,915	\$ (399)

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Notes - Continued

Note 3 5820 · Donations - Cash - Restricted

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Adult Day Program	\$ 1,270	\$ 2,715	\$ (1,445)
Dining Room-Coffee	100	90	10
Meals on Wheels	2,500	0	2,500
Outreach	2	0	2
	<u>\$ 3,872</u>	<u>\$ 2,805</u>	<u>\$ 1,067</u>

Note 4 5825 · Donations - Cash - Unrestricted

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Donation Letter	\$ 250	\$ 0	\$ 250
General Donations	153,671	3,750	149,921
Harvest Market Tokens	3,214	3,000	214
Fundraiser Meal Donations	3,264	2,200	1,064
	<u>\$ 160,399</u>	<u>\$ 8,950</u>	<u>\$ 151,449</u>

Note 5 5830 · Donations - In-kind

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Volunteer Wages	\$ 43,884	46,251	\$ 2,367
The Attic	3,336	3,450	114
Dining Room & MOW Food	3,999	3,999	0
	<u>\$ 51,219</u>	<u>\$ 53,700</u>	<u>\$ 2,481</u>

Note 6 6015 · Volunteer Wages - In Kind
6611 · Raw Food - In Kind
7951 · Other - In Kind

These expenses are offset by Donations - In-Kind.

Note 7 6120 · Contract Labor

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Senior Peer Counseling	\$ 5,100	\$ 5,100	\$ 0
Caspar Institute	294	400	106
Senior Advocacy Program	0	350	350
Day Program Music	360	360	0
Computer Consultant	0	525	525
	<u>\$ 5,754</u>	<u>\$ 6,735</u>	<u>\$ 981</u>

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Notes - Continued

Note 8 6610 · Raw Food

	Actual	Budget	Favorable (Unfavorable) Variance
Dining Room & Meals on Wheels	\$ 20,213	\$ 21,000	\$ 787
Fundraiser Meals	47	520	473
Admin/Volunteer Dinner	406	25	(381)
	\$ 20,666	\$ 21,545	\$ 879

Note 9 9460 · Unemployment Insurance Program

California State Unemployment Insurance claims are administered by 501(c) Agencies Trust. Redwood Coast Seniors qualifies for this program because it is a 501(c)(3) corporation. RCS does not pay State Unemployment Tax through payroll tax deductions but instead pays an estimated amount to 501(c) Agencies Trust. These deposits become part of a pool from other non-profit companies who also participate in this service. Instead of paying estimated amounts of Unemployment Insurance to the state, RCS only pays based on actual claims, which results in a cost savings.

RCS is required to maintain a reserve account based on prior years' state unemployment insurance claims. This reserve account is analyzed as of December 31 every year, and the quarterly amount RCS is required to pay is adjusted accordingly.