

REDWOOD COAST SENIORS, INC.
Profit & Loss Statement
Budget Versus Actual Variance Report
For the Two Quarters Ended December 31, 2017

	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>
INCOME			
Grant Income			
5016 · Mendocino Transit Authority	\$ 77,005	\$ 77,502	\$ (497)
5017 · MCDSS Outreach	39,048	37,500	1,548
5018 · United Way	0	0	0
5019 · Senior Peer Counseling	17,500	19,500	(2,000)
5030 · Area Agency on Aging	81,792	81,792	0
	<u>215,345</u>	<u>216,294</u>	<u>(949)</u>
Total Grant Income			
Non-Grant Income			
5230 · Adult Day Program	11,396	10,002	1,394
5240 · Transportation Fees - MTA	5,172	4,998	174
5250 · Group Meal Fees	508	750	(242)
5270 · Meal Donations Dining Room	18,354	22,500	(4,146)
5270 · Meal Donations Meals on Wheels	19,079	21,000	(1,921)
5270 · Meal Donations Adult Day Program	1,950	1,500	450
5320 · Gazette	2,290	2,600	(310)
5410 · Sales - The Attic	8,542	10,002	(1,460)
Note 2 5610 · Rent	4,990	5,380	(390)
Note 1 5810 · The Community Foundation	19,916	15,000	4,916
Note 3 5820 · Donations - Cash - Restricted	9,887	5,810	4,077
Note 4 5825 · Donations - Cash - Unrestricted	190,669	33,050	157,619
Note 5 5830 · Donations - In-kind	101,695	107,400	(5,705)
5910 · Other	926	1,240	(314)
	<u>395,374</u>	<u>241,232</u>	<u>154,142</u>
Total Non-Grant Income			
Total Income			
	<u>610,719</u>	<u>457,526</u>	<u>153,193</u>
EXPENSES			
Staff Expense			
6010 · Staff Wages	191,310	195,000	3,690
6020 · Payroll Taxes	14,895	14,622	(273)
6030 · Benefits	15,948	15,318	(630)
6070 · Employee Drug Testing/Background Check	135	250	115
6090 · Mileage Reimbursement	3,376	3,000	(376)
Note 7 6120 · Contract Labor	13,516	13,795	279
	<u>239,180</u>	<u>241,985</u>	<u>2,805</u>
Total Staff Expense			

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Volunteer Expense			
Note 6 6015 · Volunteer Wages - In Kind	86,328	92,502	6,174
6130 · Volunteer Mileage Reimbursement	3,477	4,002	525
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Total Volunteer Expense	89,805	96,504	6,699
Equipment			
6210 · Equipment Maintenance - Buses	4,946	3,900	(1,046)
6210 · Equipment Maintenance - Kitchen/Admin	0	200	200
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Total Equipment	4,946	4,100	(846)
Food Costs			
Note 8 6610 · Raw Food	42,620	44,830	2,210
Note 6 6611 · Raw Food - In-Kind	7,998	7,998	0
6620 · Food Supplies	11,773	10,500	(1,273)
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Total Food Costs	62,391	63,328	937
Direct Expense			
7010 · Postage & Delivery	502	800	298
7015 · Donation Letter Expenses	818	1,100	282
7120 · Telephone & Internet Access	2,514	2,496	(18)
7210 · Copying/Printing	587	400	(187)
7220 · Publications - Gazette	893	1,000	107
7250 · Dues & Subscriptions	150	150	0
7310 · Office Supplies	645	1,200	555
7320 · Supplies	2,047	1,800	(247)
7750 · Advertising	1,255	2,020	765
7810 · Auto - Fuel	6,014	4,998	(1,016)
7860 · Adult Day Program Meals Provided	1,850	1,500	(350)
7950 · Other	6,450	1,700	(4,750)
Note 6 7951 · Other - In-Kind (The Attic)	7,369	6,900	(469)
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Total Direct Expense	31,094	26,064	(5,030)
Occupancy			
9040 · Propane	4,200	3,075	(1,125)
9040 · Electricity	900	900	0
9042 · Water & Sewer	900	900	0
9044 · Garbage	1,870	1,902	32
9090 · Building Repairs and Maintenance	1,591	3,000	1,409
9095 · Kitchen Garden Grant Expenses	0	0	0
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Total Occupancy	9,461	9,777	316

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	Actual	Budget	Favorable (Unfavorable) Variance
Overhead/Other			
9110 · Bank Charges/Payroll Service/Credit Card Fees	2,266	2,250	(16)
9120 · Finance Charges/Penalties	168	0	(168)
9340 · Licenses/Permits/Filing Fees	110	340	230
9360 · Registration Renewal	0	0	0
9420 · Liability Insurance	5,376	5,100	(276)
9420 · Directors & Officers Insurance	900	900	0
9430 · Workers Comp Insurance	8,004	7,002	(1,002)
9440 · Auto Insurance	5,208	5,208	0
Note 9 9460 · Unemployment Insurance Program	1,500	1,500	0
	<u>23,532</u>	<u>22,300</u>	<u>(1,232)</u>
Total Overhead			
	<u>23,532</u>	<u>22,300</u>	<u>(1,232)</u>
Total Expense	<u>460,409</u>	<u>464,058</u>	<u>3,649</u>
Net Operating Gain (Loss) before Depreciation	150,310	\$ <u>(6,532)</u>	\$ <u>156,842</u>
9930 · Depreciation Expense	10,949		
Net Operating Gain (Loss)	<u>139,361</u>		
5935 · Unrealized Gain - Royal Alliance	21,591		
5051 · Comm Fdn Garden Grant	<u>0</u>		
Net Income	<u>\$ 160,952</u>		

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	\$ 1,850	\$ 800	\$ 1,050
Bridge Club	210	240	(30)
Class Reunion	100	310	(210)
Cribbage	253	210	43
Exercise Class	676	750	(74)
Mendo Writers Conference	120	350	(230)
Nurses Group	0	0	0
Soroptimist	508	750	(242)
Other	1,273	1,970	(697)
	<u>\$ 4,990</u>	<u>\$ 5,380</u>	<u>\$ (390)</u>

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Notes - Continued

Note 3 5820 · Donations - Cash - Restricted

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Adult Day Program	\$ 6,179	\$ 5,630	\$ 549
Dining Room-Coffee	204	180	24
Meals on Wheels	2,500	0	2,500
Outreach	1,004	0	1,004
	<u>\$ 9,887</u>	<u>\$ 5,810</u>	<u>\$ 4,077</u>

Note 4 5825 · Donations - Cash - Unrestricted

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Donation Letter	\$ 11,920	\$ 10,750	\$ 1,170
General Donations	162,232	7,500	154,732
Harvest Market Tokens	6,210	6,000	210
Fundraiser Meal Donations	10,307	8,800	1,507
	<u>\$ 190,669</u>	<u>\$ 33,050</u>	<u>\$ 157,619</u>

Note 5 5830 · Donations - In-kind

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Volunteer Wages	\$ 86,328	92,502	\$ (6,174)
The Attic	7,369	6,900	469
Dining Room & MOW Food	7,998	7,998	0
	<u>\$ 101,695</u>	<u>\$ 107,400</u>	<u>\$ (5,705)</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	\$ 11,400	\$ 10,200	\$ (1,200)
Caspar Institute	746	950	204
Friendly Visitor Program	650	0	(650)
Senior Advocacy Program	0	950	950
Day Program Music	720	720	0
Computer Consultant	0	975	975
	<u>\$ 13,516</u>	<u>\$ 13,795</u>	<u>\$ 279</u>

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Notes - Continued

Note 8 6610 · Raw Food

	Actual	Budget	Favorable (Unfavorable) Variance
Dining Room & Meals on Wheels	\$ 41,246	\$ 42,000	\$ 754
Fundraiser Meals	1,165	2,080	915
Admin/Volunteer Dinner	209	750	541
	\$ 42,620	\$ 44,830	\$ 2,210

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.