

REDWOOD COAST SENIORS, INC.
Profit & Loss Statement
Budget Versus Actual Variance Report
For the Seven Months Ended January 31, 2019

INCOME	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Grant Income			
5016 · Mendocino Transit Authority	\$ 88,263	\$ 88,263	\$ 0
5017 · MCDSS Outreach	37,939	37,935	4
5019 · Senior Peer Counseling	26,248	26,250	(2)
5030 · Area Agency on Aging	101,847	101,853	(6)
	<hr/>	<hr/>	<hr/>
Total Grant Income	254,297	254,301	(4)
Non-Grant Income			
5230 · Adult Day Program	8,216	13,164	(4,948)
5240 · Transportation Fees - MTA	6,061	5,878	183
5250 · Group Meal Fees	524	581	(57)
5270 · Meal Donations Dining Room	17,859	24,500	(6,641)
5270 · Meal Donations Meals on Wheels	20,335	25,081	(4,746)
5320 · Gazette	2,585	2,980	(395)
5410 · Sales - The Attic	18,607	11,669	6,938
Note 2 5610 · Rent	4,214	5,895	(1,681)
Note 1 5810 · The Community Foundation	26,054	20,000	6,054
Note 3 5820 · Donations - Cash - Restricted	8,358	15,355	(6,997)
Note 4 5825 · Donations - Cash - Unrestricted	38,498	48,250	(9,752)
Note 5 5830 · Donations - In-kind	125,239	122,745	2,494
5910 · Other	50,500	50,500	0
	<hr/>	<hr/>	<hr/>
Total Non-Grant Income	327,050	346,598	(19,548)
	<hr/>	<hr/>	<hr/>
Total Income	581,347	600,899	(19,552)
EXPENSES			
Staff Expense			
6010 · Staff Wages	247,392	265,277	17,885
6020 · Payroll Taxes	17,300	18,950	1,650
6030 · Benefits	23,134	22,936	(198)
6060 · Staff Training	225	0	(225)
6070 · Employee Drug Testing/Background Check	435	400	(35)
6090 · Mileage Reimbursement	3,825	3,850	25
Note 7 6120 · Contract Labor	12,816	13,032	216
	<hr/>	<hr/>	<hr/>
Total Staff Expense	305,127	324,445	19,318
Volunteer Expense			
Note 6 6015 · Volunteer Wages - In Kind	97,422	98,244	822
6130 · Volunteer Mileage Reimbursement	3,677	3,858	181
	<hr/>	<hr/>	<hr/>
Total Volunteer Expense	101,099	102,102	1,003

REDWOOD COAST SENIORS, INC.
Profit & Loss Statement
Budget Versus Actual Variance Report
For the Seven Months Ended January 31, 2019

	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>
Equipment			
2120 · Computer Equipment	2,677	3,500	823
6210 · Equipment Maintenance - Buses	2,452	8,729	6,277
6210 · Equipment Maintenance - Kitchen/Admin	271	271	0
6220 · Equipment Purchases	1,053	875	(178)
	<hr/>	<hr/>	<hr/>
Total Equipment	<u>6,453</u>	<u>13,375</u>	<u>6,922</u>
Food Costs			
Note 8 6610 · Raw Food	52,039	49,837	(2,202)
Note 6 6611 · Raw Food - In-Kind	9,331	9,331	0
6620 · Food Supplies	13,152	13,160	8
	<hr/>	<hr/>	<hr/>
Total Food Costs	<u>74,522</u>	<u>72,328</u>	<u>(2,194)</u>
Direct Expense			
7010 · Postage & Delivery	870	900	30
7015 · Donation Letter Expenses	893	900	7
7120 · Telephone & Internet Access	4,897	2,870	(2,027)
7210 · Copying/Printing	2,022	500	(1,522)
7220 · Publications - Gazette	1,418	1,350	(68)
7250 · Dues & Subscriptions	110	210	100
7310 · Office Supplies	1,541	1,260	(281)
7320 · Supplies	7,836	2,800	(5,036)
7750 · Advertising	2,416	2,125	(291)
7810 · Auto - Fuel	8,274	7,581	(693)
7950 · Other	368	473	105
Note 6 7951 · Other - In-Kind (The Attic)	18,486	10,500	(7,986)
	<hr/>	<hr/>	<hr/>
Total Direct Expense	<u>49,131</u>	<u>31,469</u>	<u>(17,662)</u>
Utilities			
9040 · Propane	2,578	3,136	558
9040 · Electricity	1,050	1,050	0
9042 · Water & Sewer	1,050	1,050	0
9044 · Garbage	2,387	2,331	(56)
	<hr/>	<hr/>	<hr/>
Total Utilities	<u>7,065</u>	<u>7,567</u>	<u>502</u>
Maintenance			
9090 · Building Repairs and Maintenance	4,892	1,750	(3,142)
	<hr/>	<hr/>	<hr/>
Total Maintenance	<u>4,892</u>	<u>1,750</u>	<u>(3,142)</u>

REDWOOD COAST SENIORS, INC.
Profit & Loss Statement
Budget Versus Actual Variance Report
For the Seven Months Ended January 31, 2019

	Actual	Budget	Favorable (Unfavorable) Variance
Overhead/Other			
9110 · Bank Charges/Payroll Service/Credit Card Fees	2,749	2,577	(172)
9120 · Finance Charges/Penalties	72	50	(22)
9340 · Licenses/Permits/Filing Fees	410	500	90
9360 · Registration Renewal	0	0	0
9420 · Liability Insurance	6,475	6,475	0
9420 · Directors & Officers Insurance	1,155	1,155	0
9430 · Workers Comp Insurance	10,692	9,919	(773)
9440 · Auto Insurance	4,501	4,501	0
Note 9 9460 · Unemployment Insurance Program	1,750	1,750	0
	Total Overhead	26,927	(877)
	Total Expense	579,963	3,368
	Net Operating Gain (Loss) before Depreciation	\$ 20,936	\$ (15,682)
9930 · Depreciation Expense	8,981		
	Net Operating Gain (Loss)		
5935 · Unrealized Gain (Loss) - Royal Alliance	290		
5051 · Comm Fdn Garden Grant	0		
	Net Income	\$ (3,437)	

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	\$ 1,350	\$ 900	\$ 450
Bridge Club	290	280	10
Class Reunion	0	310	(310)
Cribbage	228	245	(17)
Exercise Class	589	875	(286)
Mendo Writers Conference	0	350	(350)
Soroptimist	524	900	(376)
Other	1,233	2,035	(802)
	\$ 4,214	\$ 5,895	\$ (1,681)

REDWOOD COAST SENIORS, INC.
Profit & Loss Statement
Budget Versus Actual Variance Report
For the Seven Months Ended January 31, 2019

Notes - Continued

Note 3 5820 - Donations - Cash - Restricted

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Adult Day Program	\$ 5,375	\$ 6,625	\$ (1,250)
Dining Room-Coffee	383	280	103
Meals on Wheels	2,500	8,450	(5,950)
Outreach	100	0	100
	<u>\$ 8,358</u>	<u>\$ 15,355</u>	<u>\$ (6,997)</u>

Note 4 5825 - Donations - Cash - Unrestricted

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Donation Letter	\$ 5,792	\$ 21,500	\$ (15,708)
General Donations	17,905	8,750	9,155
Harvest Market Tokens	6,498	7,000	(502)
Fundraiser Meal Donations	8,303	11,000	(2,697)
	<u>\$ 38,498</u>	<u>\$ 48,250</u>	<u>\$ (9,752)</u>

Note 5 5830 - Donations - In-kind

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Volunteer Wages	\$ 97,422	102,914	\$ (5,492)
The Attic	18,486	10,500	7,986
Dining Room & MOW Food	9,331	9,331	0
	<u>\$ 125,239</u>	<u>\$ 122,745</u>	<u>\$ 2,494</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	\$ 8,600	\$ 8,650	\$ 50
Caspar Institute	466	567	101
Senior Advocacy Program	0	0	0
Day Program Music	900	915	15
Dining Room/Meals on Wheels	250	500	250
Computer Consultant	2,600	2,400	(200)
	<u>\$ 12,816</u>	<u>\$ 13,032</u>	<u>\$ 216</u>

REDWOOD COAST SENIORS, INC.
Profit & Loss Statement
Budget Versus Actual Variance Report
For the Seven Months Ended January 31, 2019

Notes - Continued

Note 8 6610 - Raw Food

	Actual	Budget	Favorable (Unfavorable) Variance
Dining Room & Meals on Wheels	\$ 50,919	\$ 47,250	\$ (3,669)
Fundraiser Meals	760	2,312	1,552
Admin/Volunteer Dinner	360	275	(85)
	\$ 52,039	\$ 49,837	\$ (2,202)

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.