

REDWOOD COAST SENIORS, INC.
Profit & Loss Statement
Budget Versus Actual Variance Report
For the Fiscal Year Ended June 30, 2019

INCOME	Actual	Budget	Favorable (Unfavorable) Variance
Grant Income			
5016 · Mendocino Transit Authority	\$ 153,075	\$ 162,000	\$ (8,925)
5017 · MCDSS Outreach	64,549	64,282	267
5019 · Senior Peer Counseling	45,000	45,000	0
5030 · Area Agency on Aging	180,726	180,726	0
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Total Grant Income	443,350	452,008	(8,658)
Non-Grant Income			
5230 · Adult Day Program	14,461	24,000	(9,539)
5240 · Transportation Fees - MTA	10,902	10,278	624
5250 · Group Meal Fees	996	1,000	(4)
5270 · Meal Donations Dining Room	31,144	42,000	(10,856)
5270 · Meal Donations Meals on Wheels	36,542	43,000	(6,458)
5320 · Gazette	4,430	5,000	(570)
5410 · Sales - The Attic	29,709	22,000	7,709
Note 1 5610 · Rent	8,444	10,000	(1,556)
Note 2 5810 · The Community Foundation	26,054	20,000	6,054
Note 3 5820 · Donations - Cash - Restricted	11,231	25,000	(13,769)
Note 4 5825 · Donations - Cash - Unrestricted	57,135	92,000	(34,865)
Note 5 5830 · Donations - In-kind	209,220	214,000	(4,780)
5910 · Other	50,645	50,500	145
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Total Non-Grant Income	490,913	558,778	(67,865)
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Total Income	934,263	1,010,786	(76,523)
EXPENSES			
Staff Expense			
6010 · Staff Wages	463,078	455,412	(7,666)
6020 · Payroll Taxes	32,456	33,495	1,039
6030 · Benefits	42,431	41,686	(745)
6060 · Staff Training	225	0	(225)
6070 · Employee Drug Testing/Background Check	612	600	(12)
6090 · Mileage Reimbursement	6,401	7,000	599
Note 7 6120 · Contract Labor	17,921	16,000	(1,921)
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Total Staff Expense	563,124	554,193	(8,931)
Volunteer Expense			
Note 6 6015 · Volunteer Wages - In Kind	162,414	180,000	17,586
6130 · Volunteer Mileage Reimbursement	6,777	7,000	223
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Total Volunteer Expense	169,191	187,000	17,809

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	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>
Equipment			
6210 · Equipment Maintenance - Buses	7,843	7,587	(256)
6210 · Equipment Maintenance - Kitchen/Admin	913	1,413	500
6220 · Equipment Purchases	2,720	1,500	(1,220)
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Total Equipment	11,476	10,500	(976)
Food Costs			
Note 8 6610 · Raw Food	88,972	87,000	(1,972)
Note 6 6611 · Raw Food - In-Kind	16,000	16,000	0
6620 · Food Supplies	23,042	22,575	(467)
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Total Food Costs	128,014	125,575	(2,439)
Direct Expense			
7010 · Postage & Delivery	1,123	1,300	177
7015 · Donation Letter Expenses	893	2,000	1,107
7120 · Telephone & Internet Access	7,362	4,900	(2,462)
7210 · Copying/Printing	3,494	1,000	(2,494)
7220 · Publications - Gazette	1,883	1,800	(83)
7250 · Dues & Subscriptions	695	280	(415)
7310 · Office Supplies	2,543	2,200	(343)
7320 · Supplies	9,082	4,800	(4,282)
7750 · Advertising	3,243	3,500	257
7810 · Auto - Fuel	14,198	13,000	(1,198)
7950 · Other	368	1,000	632
Note 6 7951 · Other - In-Kind (The Attic)	29,997	18,000	(11,997)
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Total Direct Expense	74,881	53,780	(21,101)
Utilities			
9040 · Propane	7,533	6,270	(1,263)
9040 · Electricity	1,800	1,800	0
9042 · Water & Sewer	1,800	1,800	0
9044 · Garbage	4,259	4,000	(259)
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Total Utilities	15,392	13,870	(1,522)
Maintenance			
9090 · Building Repairs and Maintenance	7,981	3,000	(4,981)
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Total Maintenance	7,981	3,000	(4,981)

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	Actual	Budget	Favorable (Unfavorable) Variance
Overhead/Other			
9110 · Bank Charges/Payroll Service/Credit Card Fees	3,479	2,975	(504)
9120 · Finance Charges/Penalties	129	0	(129)
9340 · Licenses/Permits/Filing Fees	696	800	104
9360 · Registration Renewal	276	400	124
9420 · Liability Insurance	11,050	11,050	0
9420 · Directors & Officers Insurance	1,950	1,950	0
9430 · Workers Comp Insurance	18,436	17,000	(1,436)
9440 · Auto Insurance	7,712	7,500	(212)
Note 9 9460 · Unemployment Insurance Program	3,000	3,000	0
	46,728	44,675	(2,053)
Total Overhead			
	46,728	44,675	(2,053)
Total Expense	1,001,395	992,593	(22,672)
Net Operating Gain (Loss) before Depreciation	(67,132)	\$ 18,193	\$ (85,325)
9930 · Depreciation Expense	37,604		
Net Operating Gain (Loss)	(104,736)		
5935 · Unrealized Gain (Loss) - Royal Alliance	3,150		
Net Income	\$ (101,586)		

Notes

		Actual	Budget	Favorable (Unfavorable) Variance
Note 1	5610 · Rent			
	AA/Pilot Group	\$ 1,200	\$ 1,800	\$ (600)
	Bridge Club	450	480	(30)
	Class Reunion	0	310	(310)
	Cribbage	406	420	(14)
	Exercise Class	1,101	1,500	(399)
	Mendo Writers Conference	0	350	(350)
	Soroptimist	764	1,650	(886)
	Other	4,523	3,490	1,033
		\$ 8,444	\$ 10,000	\$ (1,556)

Note 2 5810 · The Community Foundation

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

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Notes - Continued

Note 3 5820 - Donations - Cash - Restricted

	Actual	Budget	Favorable (Unfavorable) Variance
Adult Day Program	\$ 7,885	\$ 10,020	\$ (2,135)
Dining Room-Coffee	746	480	266
Meals on Wheels	2,500	14,500	(12,000)
Outreach	100	0	100
	\$ 11,231	\$ 25,000	\$ (13,769)

Note 4 5825 - Donations - Cash - Unrestricted

	Actual	Budget	Favorable (Unfavorable) Variance
Donation Letter	\$ 6,962	\$ 43,000	\$ (36,038)
General Donations	27,590	15,000	12,590
Harvest Market Tokens	9,248	12,000	(2,752)
Fundraiser Meal Donations	13,335	22,000	(8,665)
	\$ 57,135	\$ 92,000	\$ (34,865)

Note 5 5830 - Donations - In-kind

	Actual	Budget	Favorable (Unfavorable) Variance
Volunteer Wages	\$ 162,414	180,000	\$ (17,586)
The Attic	29,997	18,000	11,997
Dining Room & MOW Food	16,000	16,000	0
	\$ 208,411	\$ 214,000	\$ (5,589)

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

	Actual	Budget	Favorable (Unfavorable) Variance
Senior Peer Counseling	\$ 10,675	\$ 9,000	\$ (1,675)
Caspar Institute	437	567	130
Dining Room/MOW	279	500	221
Day Program Music	1,530	1,545	15
Computer Consultant	5,000	4,388	(612)
	\$ 17,921	\$ 16,000	\$ (1,921)

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Notes - Continued

Note 8 6610 - Raw Food

	Actual	Budget	Favorable (Unfavorable) Variance
Dining Room & Meals on Wheels	\$ 86,351	\$ 81,000	\$ (5,351)
Fundraiser Meals	1,383	5,200	3,817
Admin/Volunteer Dinner	1,238	800	(438)
	\$ 88,972	\$ 87,000	\$ (1,972)

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.