

Finance Committee Minutes October 19, 2015

MEMBERS PRESENT: Dwight L. Hicks, Richard W. Baker, David A. Scharoun
MEMBERS EXCUSED: George W. Chapman
MEMBERS ABSENT: None
STAFF PRESENT: Joseph E. O'Hara, Kathleen O'Brien
GUEST PRESENT: None

CALL TO ORDER

The October 19, 2015 Finance Committee Meeting was called to order at 4:50 pm by Chair Dwight Hicks. It was noted for the record that a quorum was present.

Moment of Silence:

At the request of Chairman Hicks, a moment of silence was observed.

APPROVAL OF PREVIOUS MINUTES

Chairman Hicks requested a motion to approve the September 2015 Finance Committee Meeting minutes. The motion was made by Dick Baker, seconded by Dave Scharoun, and unanimously approved.

FINANCE REPORT

Ms. O'Brien presented the September 2015 monthly financial statements. The Supplemental Information was also distributed and discussed.

The September 2015 Net Surplus before depreciation on page 3 is \$646,054, vs. the year to date budget of \$17,537. Current Assets are \$580,346 higher than Current Liabilities, resulting in a Current ratio of 147.41%.

The following items were available for review by committee members:

- All cost center Statements of Activity
- The First Niagara and M&T operating bank account reconciliations and the credit card statements for August 2015 were reviewed by Finance Committee members.

The Line of Credit balance as of September 30, 2015 is \$450,000. We are expecting a payment from our CSBG grant and DHCR.

The CFO discussed, with the Committee, the corporate budget preparation procedures, and timing of approvals and review by the Finance Committee and Board of Directors. A sample of the budget worksheet for an individual cost center was distributed and discussed.

A discussion was held regarding the Captive Health Insurance accounts and progress to date. PEACE, Inc. is currently paying at least \$303,470 less in health care premiums than it would have paid if we had not transitioned to self-insured.

OLD BUSINESS:

The Executive Director discussed the results of the Champions of Diversity Dinner. The location and format were very well received by attendees, and it was an excellent and profitable event.

New Business:

The Finance Committee meeting scheduled for May 2016 was revised. Due to the Auditors schedule, the May 2016 Finance Committee meeting will be held on Thursday, May 19, 2016 (see attached letter).

ADJOURNMENT

The meeting concluded at 5:30 PM, on a motion by Dick Baker, seconded by Dave Scharoun, and unanimously approved.

Memo

To: Joseph E. O'Hara, Executive Director
From: Nancy Turo, Controller
CC: Kathleen O'Brien, CFO
Date: 10/09/2015
Re: Audit Schedule – 1/31/2016 Financial Statement Audit

Nancy Turo

In the best interest of P.E.A.C.E., Inc., I am requesting the following timeline for the preparation, review and approval of the audited financial statements for the year ending January 31, 2016.

- April 9 - 22, 2016 – P.E.A.C.E., Inc. staff prepare the financial statements and notes to the financial statements
- April 25, 2016 (Monday) – start of fieldwork by auditors (The Bonadio Group) & prepared financial statements are handed to The Bonadio Group.
- May 6, 2016 (Friday) (approximate) – last day of audit fieldwork
- May 17, 2016 (Tuesday) – DRAFT of financial statements will be emailed to Finance Committee members only.
- May 19, 2016 (Thursday) (approximate) – draft of financial statements released by The Bonadio Group & presentation to Finance Committee by Gail Kinsella and/or Jaimee Ashe (this would mean that the regularly scheduled Finance Committee meeting of May 9, 2016 be switched to the date of May 19, 2016)
- May 20, 2016 (Friday) (approximate) – draft of financial statements mailed to Board of Directors **(as long as the draft is approved by the Finance Committee on May 19, 2016 and no changes are necessary).**
- June 27, 2016 (Monday) – Board of Directors meeting – “approves” audited financial statements

PEACE, INC.
NON GRANT BUDGETS
FOR YEAR ENDING 1/31/17

PROJECT # 1070
TITLE MIS

FRINGE BENEFIT RATE	ACTUAL Y/E 1/31/15	BUDGET Y/E 1/31/16	ACTUAL	BUDGET 1/31/2017	DESCRIPTION
REVENUE					
4551 INKIND	4,595.66				
	4,595.66				
EXPENSES					
5000 SALARIES	143,906.51	144,175.98			
5075 ALLOC TRANS SALARIES					
5076 ALLOC MAINT SALARIES	100.00				
5105 FICA	10,242.94				
5110 NYS DBL	415.20				
5115 WKRERS COMP	551.73				
5120 NYSUTA	2,741.84				
5125 LIFE INS	233.23				
5130 LT DBL	308.06				
5136 401K	2,746.13				
5140 HEALTH INS	16,112.73				
5145 FRINGE BENE	45,205.91				
5175 ALLOC TRANS FRINGE BENE					
5176 ALLOC MAINT. FRINGE BENE	25.00				
5205 CONTRACTUAL SERVICES	50.00				
5215 PROFESSIONAL SERVICES					
5221 AUDIT					
5225 LEGAL					
5245 MEDICAL EXAMS	20.00				
5305 FOOD					
5310 MEAL ALLOW					
5340 LOCAL TRAVEL/MILEAGE/PARKING					
5352 CONFERENCE/TRAINING REGIS	2,366.65	2,400.00			
5355 OUT OF TOWN TRANSPORTATION	50.00	50.00			
5350 AIRFARE					
5352 CONFERENCE/TRAINING REGIS					
5355 OUT OF TOWN TRANSPORTATION					
5360 HOTEL					
5367 EMPLOYEE RECOGNITION					
5370 COMMUNITY INVOLVEMENT					
5400 RENT	2,568.00	3,000.00			

PEACE, INC.
 NON GRANT BUDGETS
 FOR YEAR ENDING 1/31/17

PROJECT #	MIS	1070	FRINGE BENEFIT RATE	ACTUAL Y/E 1/31/15	BUDGET Y/E 1/31/16	ACTUAL	BUDGET 1/31/2017	DESCRIPTION
			5410 GAS & ELECTRIC	678.84	866.17			
			5415 WATER	14.88	15.00			
			5420 TRASH REMOVAL	201.16	216.00			
			5455 MAINT SUPPLIES	65.86	100.00			
			5460 OCCUPANCY - BLDG & MAINT	70.10	100.00			
			5505 OFFICE SUPPLIES	39.81				
			5510 PROGRAM SUPPLIES	3,926.37	1,500.00			
			5530 HARDWARE	365.00	1,500.00			
			5535 SOFTWARE	299.00	350.00			
			5536 SOFTWARE LIC & REGIS	144.11	250.00			
			5537 SOFTWARE MAINT					
			5542 FURNITURE					
			5605 EQUIP MAINT. AGREE					
			5610 EQUIPMENT LEASE	3,229.96	4,257.00			
			5705 LIABILITY INS					
			5710 VEHICLE INS	1,006.74				
			5805 TELEPHONE	216.48	216.00			
			5810 INTERNET	128.19	120.00			
			5905 POSTAGE & SHIPPING					
			5925 PHOTOCOPIING		25.00			
			5930 ADVERTISING & PRINTING		50.00			
			5940 MEMBERSHIP FEES		350.00			
			5950 SUBSCRIPTIONS		110.00			
			6305 SERVICE FEES					
			6309 FLEX SPENDING FEES					
			6575 ALLOC TRANS OTHER					
			6620 INKIND - SPACE	4,595.66				
			NET INCOME (LOSS)	197,225.18	205,052.06			
				(192,629.52)	(205,052.06)			

CONTROL (192,629.52) (205,052.06)

PEACE, INC.
 NON GRANT BUDGETS
 FOR YEAR ENDING 1/31/17

PROJECT # 1070
 TITLE MIS

FRINGE BENEFIT RATE

REVENUE	ACTUAL Y/E 1/31/15	BUDGET Y/E 1/31/16	ACTUAL	BUDGET 1/31/2017	DESCRIPTION
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	FRINGE BENEFIT RATE							
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				197,225.18	205,052.06			
	NET INCOME (LOSS)			(192,629.52)	(205,052.06)			

CONTROL

(192,629.52) (205,052.06)

P.E.A.C.E., INC.
 SUPPLEMENTAL FINANCIAL INFORMATION
 PREPARED FOR FINANCE COMMITTEE
 AS OF SEPTEMBER 30, 2015

FILE: CONTROLLER/FINANCIALS/SUPPLEMENTAL
 FINANCIAL INFORMATION

NOTE: All cost center Statement of Activities are available for all Finance Committee and Board Meetings
 A copy of the Fiscal Policy and Procedure manuals is present at all Finance Committee and Board Meetings.
 Note - there are no Finance Committee or Board meetings during the months of July and August.

UNRELATED BUSINESS INCOME (TO BE UPDATED PERIODICALLY)

OUTSIDE OF COUNTY:

BBBS OSWEGO CO. GRANT
 MULTIFAMILY PERFORMANCE PROGRAM

NOT UNRELATED BUSINESS PER AUDITORS

OUTSIDE OF LOW INCOME GUIDE:

ASSISTED HOME PERFORMANCE

TOTAL	-
TOTAL REVENUE	13,902,955
%	0%
GUIDE - % OF ALL REVENUE	15% - 30%

BANK ACCOUNTS

BANK	DESCRIPTION	G/L ACCT #	BALANCE AT MONTH END	MONTH LAST RECONCILED
FIRST NIAGARA	Operating	01-1000-00000	211,465.61	9/15
M&T	Tully Mortg. Pmt	01-1002-00000	-	8/15 CLOSED 8/15
KEY BANK	DHCR Landlord Contr.	01-1004-00000	5,340.32	8/15
SYRACUSE CREDIT UNION	Indiv. Devel. Acct.	01-1007-00000	7,253.00	9/15 Qtrly Statements
M&T	Operating for HS	01-1010-00000	33,530.90	9/15
FIRST NIAGARA	Capital Improvement/Repair Account	01-1012-00000	295,220.28	8/15
FIRST NIAGARA	Health Captive Account	01-1015-00000	46,761.57	9/15
All Petty Cash			<u>7,270.00</u>	
			<u>606,841.68</u>	

NOTE: The two main operating accounts for First Niagara and M&T are reconciled before statements are released for the month. The remaining account reconciliations are due by the end of the subsequent month, with the exception of Syracuse Credit Union who changed to quarterly statements. The reconciliation for the quarterly statement is due at the end of the subsequent month.

REVIEW OF OPERATING CASH ACCOUNTS AND CREDIT CARD STATEMENTS:

OPERATING CASH ACCOUNTS:	REVIEWER	AUGUST
FIRST NIAGARA	GEORGE CHAPMAN	AVAIL
M&T	GEORGE CHAPMAN	AVAIL

The above operating bank account reconciliations are presented to the Finance Committee, and a committee member initials upon review. The reconciliations are presented for the prior month, as we close and present monthly financial statements so quickly.

AUGUST

CREDIT CARD STATEMENTS:

FIRST NIAGARA (OPERATING) GENERAL PURCHASES	2589	GEORGE CHAPMAN	<u>AVAIL</u>
FIRST NIAGARA (DMV) VEHICLE REGISTRATIONS	-4753	DICK BAKER	<u>AVAIL</u>
HOME DEPOT USED BY E&H, MAINTENANCE	-5148	DAVE SHAROUN	<u>AVAIL</u>
WEGMANS USED BY HEAD START, FOOD SERVICES	VARIOUS	DWIGHT HICKS	<u>AVAIL</u>
VALVOLINE USED BY VARIOUS DIRECTORS - OIL CHANGES	-4050-6	DICK BAKER	<u>AVAIL</u>

The above credit card statements are presented to the Finance Committee, and a committee member initials upon review. The credit card statements are for the prior month as we close the books quickly.

OTHER TO REVIEW:

Cost Allocation - annual review	11/10/14	FINANCE COMMITTEE REVIEW
NYS Vendor Responsibility Questionnaire (annual) Copy available for review	3/10/2014	
Cash Receipts - periodic	10/20/2014	
Cash Disbursements - periodic	10/20/2014	

AGED ACCOUNTS RECEIVABLE AS OF 7/31/15

	TOTAL	CURRENT	1-30	31-60	61-90	90 +
See statement Attached.	474,433 100%	446,927 94%	708 0%	11,485 2%	- 0%	15,313 3%

Description of items over 90 days old - see attached.

Note: The amounts shown are for the prior month, as the reconciliations are not due until the end of the month after the month reported.

AGED ACCOUNTS PAYABLE AS OF 9/30/15

	TOTAL	CURRENT	1-30	31-60	61-90	90 +
M&T BANK	6,401.92	6,401.92	-	-	-	-
%	N/A	N/A	N/A	N/A	N/A	N/A

Description of items over 90 days old:

None

of invoices over 90 days old 0

FIRST NIAGARA

	189,298.62 100%	33,237.41 18%	108,350.70 57%	43,051.80 23%	4,658.71 2%	- 0%
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Description of items over 90 days old:

None

of invoices over 90 days old 0

ACCOUNTING AND FINANCIAL POLICIES AND PROCEDURES MANUAL and TRAINING

The CFO will review the corporate budget preparation process. This includes the review of both the grant and non grant budgets. A request has been sent to the Program Directors and the fiscal department to meet and go over a "wish list" from the Program Directors to see if items can be incorporated into the budget. The projected depreciation expense is included in the budget, based on fixed assets purchased as September 2015. The fiscal department forwards a list of recurring payments, along with automatic increases for non grant budgets. A 2% salary increase is being incorporated into the corporate budget for fiscal year February 2016 - January 2017.

The completed corporate budget is then reviewed by the Executive Director and CFO, and then forwarded to the Finance Committee for review. It is then forwarded to the Board of Directors for final approval.

LEGAL ACTIONS

PEACE, Inc. was served a summons on 9/29/14 regarding AR Apartments, LLC. This is regarding the shared water/septic system and the shared driveway at our LaFayette Head Start location (PEACE, Inc. owns this site). AR Apartments, in general, is suing for two items. 1) Interest due of \$2,610.40 for a late repair bill payment and 2) \$26,599.60 for 1/2 of the costs related to driveway repairs and snow removal/salting from 2010-2013. At this time, per the advice of legal counsel and to show good faith negotiations, PEACE, Inc. is paying \$2,610.40.

On November 24, 2014 we were served with a complaint from a volunteer from a volunteer at Eastside Family Resource Center who fell while unloading a CNY Food Bank delivery truck. We have contacted Frant Price, Esq., and our insurance carrier. This incident will be covered by insurance. Our defense counsel, MacKenzie Hughes, filed a response on 12/12/14.

Per correspondence from Mackenzie Hughes on 9/14/15, they believe exposure to PEACE, Inc. is slight to zero, as PEACE neither owned the truck or pallets involved.

TRIAL BALANCE AS OF SEPTEMBER 30, 2015

Balance of Trial Balance at month end (should be \$0) Verified by CFO is \$0

Note: The report is long, so the CFO views the report online and verifies the balance is \$0. This report may be printed at any time if directed by the Board. There will be a copy presented periodically. The CFO prints the final preview page, reflecting the \$0 balance.

Presented: 9/14/09 FOR 8/31/09
3/8/10 FOR 2/28/10
1/10/11 FOR 12/10
10/17/11 FOR 9/11
3/12/12 for 2/12
9/10/12 for 1
2/1/13 FOR 1/31/13 - FIRST CLOSE
9/9/13 FOR 8/13
10/20/14 FOR 9/14

VOUCHERING FOR ALL GRANTS

The CFO maintains a list of due dates for all grant vouchers.

All grant vouchers have been sent during the month

Yes _____

If not, explain:

VOUCHERING FOR ALL OTHER BILLINGS (RENTS, CENTRO, ETC)

The CFO maintains a list of due dates for all vouchers.

All other vouchers have been sent during the month

Yes _____

If not, explain:

REQUIRED TAX FILINGS

The CFO has reviewed that all required tax filings have been submitted on time (payroll and corporate)

Yes _____

CASH FORECAST

We prepare as needed.

As of September 30, 2015 our line of credit balance was \$450,000.

The Head Start/Early Head Start meal counts.

	9/15 Quantity
Breakfast	6,986
Lunch	9,025
Snack	5,869
Total Attended	9,113

PEACE, INC.
 ACCOUNTS RECEIVABLE
 AS OF AUGUST 31, 2015

ACCT #	INCLUDE IN A/R PROJECT/ACCT DESCRIPTION	BALANCE				
		AT 8/31/15	CURRENT	1/30	31-60	61-90 OVER 90
01-1100-00000	2091 USDA CACFP	29,112.56	-	29,112.56		
01-1100-00000	2402 HS	114,118.69	-	114,118.69		
01-1100-00000	2502 EHS	63,192.83	-	63,192.83		
01-1100-00000	2601 SYR CITY UPK	2,400.00	-	2,400.00		
01-1100-00000	3011 UNITED WAY STAY HEALTHY	1,103.70	-	1,103.70		
01-1100-00000	3185 OSWEGO ALTERNATE CERTIFIER	2,310.00	-	34.87	934.81	1,340.32
01-1100-00000	3232 OFA FOOD SERVICES	44,363.86	-	44,363.86		
01-1100-00000	3311 FGP	129.07	-	129.07		
01-1100-00000	3312 FGP ONE TIME	1,443.78	-	1,443.78		
01-1100-00000	3313 FGP CNCS	4,219.74	-	4,219.74		
01-1100-00000	3341 FGP CNYDSO	51.18	-		51.18	
01-1100-00000	3342 FGP CNYDSO	236.73	-	236.73		
01-1100-00000	3351 SYRACUSE CITY FGP	29,119.14	-	29,119.14		
01-1100-00000	3352 SYRACUSE CITY FGP	11,939.90	-	11,939.90		
01-1100-00000	3355 SCSD PARENT LIAISON	3,128.96	-	3,128.96		
01-1100-00000	3356 SCSD PARENT LIAISON	2,616.10	-	2,616.10		
01-1100-00000	3361 FGP ELMCREST	51.75	-	51.75		
01-1100-00000	3475 OFA NEIGH ADV	6,755.81	-	4,799.01	1,893.72	63.08
01-1100-00000	3476 OFA EISEP	10,784.10	-	6,307.84	3,100.23	1,376.03
01-1100-00000	3490 NYS OFFICE FOR AGING	59.07	-	59.07		
01-1100-00000	3554 BBBS OSWEGO CTY	99.93	-	99.93		
01-1100-00000	4011 CSBG	50,678.61	-	50,678.61		
01-1100-00000	9082 CENTRO	57,570.85	-	57,570.85		

(8)

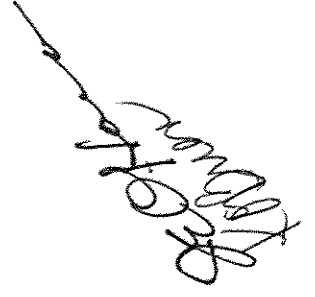
PEACE, INC.
 ACCOUNTS RECEIVABLE
 AS OF AUGUST 31, 2015

	BALANCE AT 8/31/15	CURRENT	1/30	31-60	61-90	OVER 90	
01-1100-00000	8,171.63	-	-	-	-	8,171.63	LeFevere - deemed collectible
01-1100-00000	19,326.69	-	(5,638.55)	8,655.48	-	291.00	\$291.00 being researched, may be a write off
01-1100-00000	1,026.74	-	-	-	-	-	
01-1100-00000	150.00	-	-	50.00	-	100.00	N SYR LATE EACH YEAR
01-1100-00000	1,771.70	-	1,404.70	367.00	-	-	
01-1100-00000	2,500.00	-	-	-	-	2,500.00	Centennial Garden - deemed collectible
01-1100-00101	4,250.00	-	-	-	-	4,250.00	Sterling Renaissance
01-1220-000	1,749.84	-	1,749.84	-	-	-	

474,432.96	-	446,927.03	708.39	11,484.91	-	15,312.63
474,433.00						

**P.E.A.C.E., INC.
MONTHLY FINANCIAL STATEMENTS
FOR SEPTEMBER 2015**

PAGE #	
1	Statement of Financial Position
3	Statement of Activities
6	Current Ratio
7	Comments
11	Captive Health Care Premiums and Expenditures

A handwritten signature in black ink, appearing to read "H. P. ...", is located in the upper right corner of the page.

People's Equal Action and Community Effort, Inc.
Statement of Financial Position
AS OF SEPTEMBER 30, 2015

①

AS OF
SEPTEMBER 30, 2

ASSETS

CURRENT ASSETS

Cash	606,842
Receivables	684,097
Prepaid Expenses	22,720
Inventory	438,420
Other Assets	52,454
Total CURRENT ASSETS	1,804,534

PROPERTY

Land	200,500
Buildings	2,742,270
Leasehold Improvements	4,586,808
Vehicles	2,650,885
Equipment	1,045,043
Construction In Progress	9,948
Accumulated Depreciation	(8,728,463)
Total LONG TERM ASSETS	2,506,990

Total ASSETS

4,311,524

People's Equal Action and Community Effort, Inc.
Statement of Financial Position
AS OF SEPTEMBER 30, 2015

AS OF
SEPTEMBER 30, 2

LIABILITIES & NET ASSETS	
CURRENT LIABILITIES	
Accounts Payable Trade	158,663
Short Term Borrowings	450,000
Accrued Payroll & Related Liabilities	5,415
Accrued Compensated Absences	266,264
Accrued Expenses	13,382
Deferred Revenue	329,926
Custodial Accounts	164
Deposits	375
Total	<u>1,224,188</u>
LONG TERM LIABILITIES	
Long Term Mortgage Payable	0
Total LONG TERM MORTGAGE PAYABLE	<u>0</u>
NET ASSETS	
Unrestricted	3,086,731
Temporarily Restricted	604
Total NET ASSETS	<u>3,087,335</u>
Total LIABILITIES	<u><u>4,311,524</u></u>

People's Equal Action and Community Effort, Inc.
Statement of Activities
For Eight Months Ending September 30, 2015

	Annual Budget	Year To Date Budget	Current Year Year To Date	Prior Year Actual Year To Date
REVENUE:				
Direct Contributions & Fundraising	\$ 219,030	\$ 100,000	\$ 210,849	\$ 194,923
Government Agencies	17,607,508	11,738,338	10,580,961	9,968,716
Rental Income	59,718	39,506	40,877	39,594
Service Fees	773,937	485,909	500,131	511,888
Service Fees - Energy & Housing Fee for Service	716,030	477,353	252,347	493,429
In-Kind Revenue	3,200,697	2,133,798	2,317,570	3,193,596
Dividend, Interest & Other Income	204	136	221	7,256
Total	22,577,124	14,975,040	13,902,955	14,409,402
EXPENSES				
Salaries	10,754,152	7,067,918	6,046,776	5,970,835
Payroll Taxes & Fringe Benefits	3,258,253	2,154,187	1,934,566	1,888,693
Professional Fees & Contract Services	1,065,236	708,277	394,080	452,809
Conferences & Travel	308,913	207,741	156,536	151,307
Occupancy Costs	1,238,555	820,370	827,666	747,655
Consumable Supplies	1,556,083	1,005,907	989,578	1,281,585
Equipment Expense	185,599	131,092	120,053	145,331
Insurance	309,839	207,102	172,179	199,226
Telephone	155,441	103,627	58,386	80,806
Printing, Postage & Dues	172,258	111,558	107,587	69,163
Vehicle Maintenance	236,269	156,421	118,380	141,969
Interest Expense	3,147	2,098	5,630	1,086
Other Costs & Loss on Disposals	111,191	147,408	7,913	(33,600)
In-Kind	3,200,697	2,133,798	2,317,570	3,193,596
Total	22,555,633	14,957,503	13,256,902	14,290,461
NET SURPLUS (DEFICIT)	21,492	17,537	646,054	118,941
DEPRECIATION				
Buildings & Leasehold Improvements	(301,771)	(201,181)	(194,610)	(202,101)
Equipment, Vehicles, and Software	(284,330)	(189,554)	(136,414)	(188,098)
Total	(586,102)	(390,735)	(331,025)	(390,199)
CHANGE IN NET ASSETS	\$ (564,610)	\$ (373,197)	\$ 315,029	\$ (271,258)

People's Equal Action and Community Effort, Inc.
Statement of Activities
For Eight Months Ending September 30, 2015

	Fundraising	Non-Allocable	Indirect Pool	Trans & Maint
REVENUE:				
Direct Contributions & Fundraising	48,607		469	
Government Agencies				
Rental Income				
Service Fees				
Service Fees - Energy & Housing Fee for Service			5,711	24,819
In-Kind Revenue			83	
Dividend, Interest & Other Income		6		
Total	48,607	6	6,263	24,819
EXPENSES				
Salaries	223		857,605	
Payroll Taxes & Fringe Benefits	24		200,798	
Professional Fees & Contract Services		2,635	38,933	1,213
Conferences & Travel			15,899	1,106
Occupancy Costs			85,051	(18,643)
Consumable Supplies	1,552	146	20,389	3,688
Equipment Expense	2,989		19,605	863
Insurance	6		12,945	8,860
Telephone			12,512	6,854
Printing, Postage & Dues	2,769	1,500	21,505	176
Vehicle Maintenance			917	(4,116)
Interest Expense		5,589		
Other Costs & Loss on Disposals	136	5,585	(1,286,159)	
In-Kind			5,711	
Total	7,699	15,456	5,711	24,819
NET SURPLUS (DEFICIT)	40,908	(15,450)	552	-
DEPRECIATION				
Buildings & Leasehold Improvements		(194,610)		
Equipment, Vehicles, and Software		(136,286)		
Total	-	(330,897)	-	-
CHANGE IN NET ASSETS	40,908	(346,347)	552	-

People's Equal Action and Community Effort, Inc.
Statement of Activities
For Eight Months Ending September 30, 2015

	Grants	Rental Properties	Other
REVENUE:			
Direct Contributions & Fundraising			161,773
Government Agencies	10,580,961		
Rental Income		40,877	
Service Fees			500,131
Service Fees - Energy & Housing Fee for Service			252,347
In-Kind Revenue	2,282,049		4,990
Dividend, Interest & Other Income	14		118
Total	12,863,024	40,877	919,360
EXPENSES			
Salaries	4,604,249	8,059	576,640
Payroll Taxes & Fringe Benefits	1,509,353	4,334	220,056
Professional Fees & Contract Services	345,018	105	6,176
Conferences & Travel	130,658		8,874
Occupancy Costs	662,088	15,632	83,539
Consumable Supplies	1,272,887		(309,084)
Equipment Expense	94,196	357	2,043
Insurance	136,854	2,565	10,949
Telephone	35,253	37	3,729
Printing, Postage & Dues	78,399		3,239
Vehicle Maintenance	103,964		17,615
Interest Expense	41		
Other Costs & Loss on Disposals	1,144,762	2,015	141,574
In-Kind	2,282,049		4,990
	12,399,772	33,104	770,340
NET SURPLUS (DEFICIT)	463,252	7,773	149,020
DEPRECIATION			
Buildings & Leasehold Improvements		(128)	-
Equipment, Vehicles, and Software		(128)	-
Total			
CHANGE IN NET ASSETS	463,252	7,645	149,020

(5)

PEACE, INC.
CURRENT RATIO
AS OF SEPTEMBER 30, 2015

	CURRENT ASSETS	CURRENT LIABILITIES	CURRENT RATIO	DIFFERENCE IN DOLLARS
1/31/05	2,029,803	2,184,983	92.90%	(155,180)
1/31/06	1,589,391	1,792,909	88.65%	(203,518)
1/31/07	1,775,617	1,891,171	93.89%	(115,554)
1/31/08	2,321,076	2,355,826	98.52%	(34,750)
1/31/09	1,576,343	1,754,019	89.87%	(177,676)
1/31/10	3,286,876	3,284,011	100.09%	2,865
1/31/11	3,744,177	3,631,750	106.01%	212,427
1/31/12	2,306,292	1,886,324	122.26%	419,968
1/31/13 - FIRST CLOSE	1,949,478	1,278,319	152.50%	671,159
1/31/14 - FIRST	1,493,007	895,712	166.68%	597,295
1/31/15 FINAL	2,679,027	2,135,917	125.43%	543,110
2/28/15	NOT CALCULATED DUE AS 1/31/15 NOT CLOSED FOR FISCAL YEAR END			
3/31/15	2,237,043	1,697,920	131.75%	539,123
4/30/15	1,827,041	1,271,295	143.71%	555,746
5/31/15	1,779,511	1,206,455	147.50%	573,056
6/30/15	1,756,219	1,174,074	149.58%	582,145
7/31/15	1,726,384	1,163,882	148.33%	562,502
8/31/15	1,674,443	1,149,687	145.64%	524,756
9/30/15	1,804,534	1,224,188	147.41%	580,346

AS OF:

PEACE, INC.
 FINANCIAL STATEMENT NOTES AND COMMENTS
 AS OF SEPTEMBER 30, 2015

CURRENT RATIO STATUS

The current ratio is an analysis of current assets divided by current liabilities. The goal is to have at least 100%, to ensure we have enough current assets to cover our current liabilities.

The current ratio for September 2015 is 147.41%, which equates to current assets \$580,346 higher than current liabilities.

NET SURPLUS (DEFICIT) BEFORE DEPRECIATION

The budgeted net income before depreciation year to date is \$17,537 and actual is \$646,054. The change in net assets after depreciation is \$351,029.

An overview of the components making up this \$646,054 is:

From Normal Operations:	
Senior Nutrition	13,006
Non-Allocable	(15,450)
Centro	45,283
Rental Properties	7,773
Energy & Housing Fee for Service	12,592
Transportation & Maint. (due to deprec)	-
Fundraising	40,908
Other	(3,850)
Indirect Cost not allowed on grant	(39,042)
	<u>61,200</u>
From "Timing Differences" (over period of more than one year the net effect is \$0)	
Fixed Asset Purchases	593,021
Special Donation Accounts	(8,166)
	<u>584,855</u>
	<u><u>646,055</u></u>

LINE OF CREDIT

BALANCE BEGINNING OF MONTH \$ 450,000.00

BALANCE AT END OF MONTH \$ 450,000.00

Current month interest expense \$ 1,259.38

Date interest paid 9/30/15

CAPITAL IMPROVEMENT/REPAIR CASH ACCOUNT

Balance at Beginning of Month \$ 295,220.28

Deposits:

Interest

Balance at End of Month \$ 295,220.28

Total Deposits Fiscal Year to Date:
4 @ \$10,000

\$ 40,000.00

INDIRECT RATE

The provisional rate for the year ending 1/31/15 is 24.8%

9/30/15
9/30/14

24.84%
26.08%

ANALYSIS OF IN-KIND AND HEAD START ADMINISTRATIVE RATES:

Unless otherwise stated, the booked In-Kind includes entries are through the previous month, due to the quick close of financial statements each month. Therefore, the In-Kind below includes an estimate for the current month based on actual for the prior month.

IN-KIND (MAJOR GRANTS)	IN-KIND	EXPENDITURES	%	REQUIRED
2402 Head Start (2/15 - 1/16)	1,130,153	4,609,803		
2502 Early Head Start (2/15 - 1/16)	637,903	1,690,613		
TOTAL HS & EHS	1,768,057	6,300,416	0.28	0.25

This is the end of the summer months when many classes are not in session, so In-Kind should increase with new school year.

4011 CSBG (10/14-9/15)	1,712,558	1,356,132	1.26	0.25
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ADMINISTRATIVE RATE

2402 Head Start (2/15 - 1/16)	0.12	0.15
2502 Early Head Start (2/15 - 1/16)	0.11	0.15

WEATHERIZATION FEE FOR SERVICE PROGRAMS

Net income for Fee for Service programs is:

	Current Month	Year To Date
9120 Assisted Home Performance	-	153
9125 Empower New York	(520)	(4,168)
9310 DEHS Fee for Service	273	15,629
9600 Multifamily Performance	-	978
	(247)	12,592

ACCRUAL ACCOUNTING

We are accruing invoices for not only the indirect pool, but also any projects that are not cash basis. This includes projects such as the rental locations and temporarily restricted accounts. This change will give a more precise picture each month of our financial status, rather than waiting for year end.

DEPRECIATION

Purchases with grant funds - we recognize the revenue when we purchase the fixed asset. Then in subsequent years, we must reflect the depreciation as an expense that hits our "Change in Net Assets".

Purchases made with unrestricted funds or from non grant sources are analyzed to determine how much of the depreciation expense can be covered by the grants. Because the grant resources are so tight, this is not always accomplished.

PEACE, INC.
CAPTIVE HEALTH CARE PREMIUMS AND EXPENDITURES
AS OF SEPTEMBER 30, 2015

Captive Health began October 2014

10/14 - 1/15 Feb 15 Mar 15 Apr 15 May 15 Jun 15 Jul 15 Aug 15 Sept 15 LIFE TO DATE TOTAL

PREMIUMS
ADDITIONAL PAYMENTS FROM PEACE

	10/14 - 1/15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul 15	Aug 15	Sept 15	LIFE TO DATE TOTAL
TOTAL DEPOSITS	608,166.54	153,004.81	150,968.42	250,418.05	236,750.00	253,900.00	128,000.00	116,442.21		1,897,550.03
Weekly Claims										
Week 1	19,654.74	11,248.25	27,253.60	57,447.40	27,755.06	18,199.30	14,394.80	8,625.23	7,956.53	192,534.91
Week 2	60,331.32	2,549.15	24,307.35	28,526.15	36,830.00	38,042.86	18,274.25	28,472.68	7,420.95	244,754.89
Week 3	52,072.71	16,172.85	25,963.13	96,274.95	30,864.31	104,474.11	7,661.63	7,174.05	36,074.87	375,432.61
Week 4	92,443.17	91,005.56	32,273.45	46,935.80	60,307.59	68,839.76	18,267.21	11,236.98	4,257.53	433,567.65
Week 5	8,124.64			40,270.41		15,435.28			18,625.60	91,455.93
Reimbursement from Roundstone - over Cap	232,626.50	129,975.81	109,797.53	277,454.71	163,756.96	158,774.38	74,033.17	(117,593.11)	(61,476.70)	(249,553.46)
								(62,084.19)	12,658.78	1,088,193.73

Biweekly Non-Claims

1st Biweek	27,471.25	7,209.64	8,944.54	7,510.20	8,204.80	8,596.94	9,712.17	14,468.81	7,429.02	99,547.37
2nd Biweek	36,868.38	13,600.69	14,520.08	18,153.98	30,706.72	21,918.36	31,288.52	9,755.04	17,207.35	194,899.12
3rd Biweek	7,407.00									7,407.00

Step Loss

	104,909.87	27,563.59	27,000.96	26,579.07	26,719.79	27,000.96	25,955.28	26,395.20	23,169.12	315,293.75
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TPA Fee

	49,256.00	12,576.00	12,838.00	12,248.50	12,248.50	12,838.00	11,069.50	11,593.50	10,742.00	145,410.00
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Printing fee for deposit slips

	37.49									37.49
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TOTAL EXPENDITURES

	458,376.57	182,005.73	173,101.11	342,946.46	241,636.68	229,128.64	152,058.64	128.36	71,406.27	1,850,786.46
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CHANGE FOR MONTH

	149,789.97	(29,000.92)	(22,132.69)	(92,528.41)	(4,388.68)	24,671.36	(24,058.64)	116,313.85	(71,406.27)	46,761.57
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CASH BALANCE

	120,789.05	120,789.05	98,656.36	6,127.95	1,241.27	25,912.63	1,863.99	118,167.84	46,761.57	
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COMPARISON WITH OLD RATES:

PREMIUMS FROM 1 YEAR AGO	658,272.07	165,582.64	144,438.14	144,438.14	149,539.70	160,208.60	151,989.11	143,877.20	146,945.99	1,965,270.79
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ADD: 18% ANTICIPATED INCREASE

	118,488.97	29,804.88	25,998.87	25,998.87	26,917.16	28,837.55	27,354.44	25,897.91	26,450.12	335,748.74
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TOTAL PRIOR YEAR PREMIUM WITH ANTICIPATED INCREASE

	776,761.04	195,387.52	170,437.01	170,437.01	176,456.85	189,046.15	179,343.55	169,775.21	173,396.21	2,291,019.53
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PREMIUMS PAID INTO ACCOUNT

	608,166.54	153,004.81	150,968.42	150,418.05	147,280.89	140,841.51	172,295.34	116,442.21		1,639,417.77
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ADD: ADDITIONAL DEPOSITS MADE TO COVER CLAIMS

		106,000.00	89,469.11	112,958.49	(44,295.34)					258,132.26
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TOTAL PAYMENTS TO FUND

	608,166.54	153,004.81	150,968.42	250,418.05	236,750.00	253,900.00	128,000.00	116,442.21		1,897,550.03
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SAVINGS

	168,944.50	42,382.71	19,468.59	(79,981.04)	(60,293.15)	(64,752.85)	51,323.55	53,333.60	173,396.21	303,485.56
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