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Board of Directors Meeting

Wednesday, March 3, 2021 – 2:30 p.m.

1. Call to Order/ Roll Call
2. Pledge of Allegiance
3. Public Comments
4. Previous Board Meeting Minutes – February 3, 2021
   Review and approval by Board
5. Fiscal Reports-Kristin Kelly, Treasurer
   a. Review January Financials
6. Capital Project Committee Report-Diana Clark
7. Fundraising Committee Report- Vicki Bitnonti-Brown
8. Board Development Update- Rachael McDavid
9. Report from the Executive Director
10. ADJOURN MEETING

Next Meeting: **April 7, 2021 at 2:30 p.m.**
Via Zoom

Ukiah Senior Center
Board of Director's Meeting Minutes
February 3, 2021 – 2:30 pm

Meeting commenced at 2:35 p.m.
The meeting was conducted by President Sharon Marshall

Board Members Present: Kristin Kelly, Sharon Marshall, Vicki Bitonti-Brown, Dale Greenlee, Carolyn Johnson, John McCowen
Board Members Absent: Heidi Hernandez
Staff Present: Rachael McDavid, Debbie Zimmerer
Community Members Present: Liz Crook, Diana Clarke, Eileen Bostwick, Maureen Mulheren, Milli Hickey
Pledge of Allegiance was given.

Previous Board Meeting Minutes: It was noted that Carolyn Johnson was listed absent however, she was present at the February meeting. With that correction, the minutes were approved. Motion to approve given by Dale Greenlee, unanimous approval.

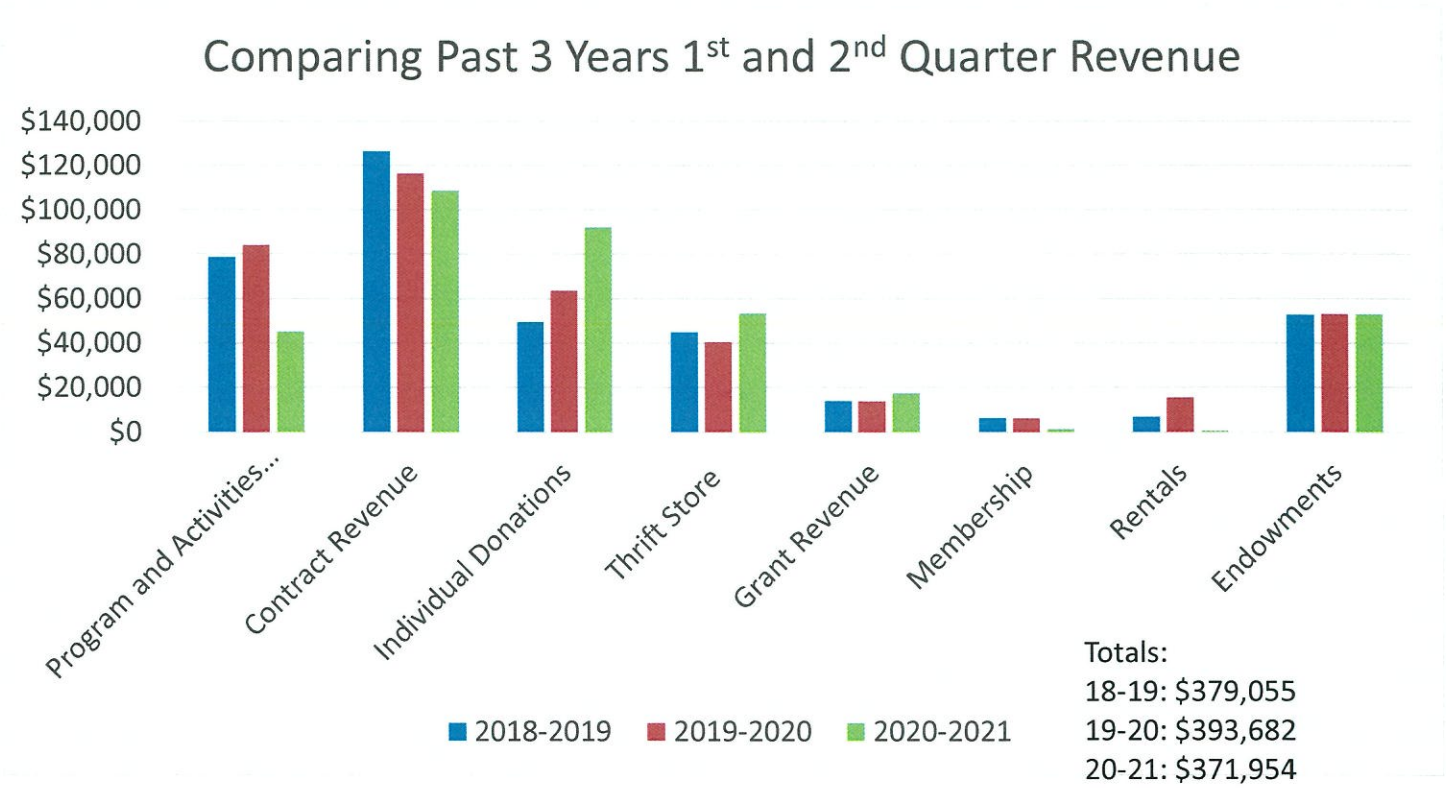
Financial Report:
See attached report by Treasurer Kristin Kelly. Quarterly Financials were reviewed and approved by the board motion to approve given by Carolyn Johnson, unanimous approval.

Capital Project Report: An update was presented by Committee Chair Diana Clarke.

Executive Director's Report:

- Program Report:
  - Meals Program: 1002 Meals for the month of December,
  - 210 for the Veterans Meal and 115 for New Year's Eve
  - Transportation: During December, we provided 296 rides
  - Outreach: 193 Information and Referral and 227 miles providing services
  - Thrift Store: $10,741.55 for the month of December
  - Senior Peer Support: 40.5 client hours logged with 128 miles
  - Lunch Bunch: On hiatus until Spring

- Fundraising
  - California COVID Relief Grant Application ($15,000) -Not Accepted will roll over to next round
  - Received Unrestricted Grant from T.R. Eriksen Trust for $100,000. Recommend moving into savings for Reserve. Ideally a nonprofit has 3 months of expenses covered in Reserve ($190,000).



Meeting adjourned at 3:30 p.m.

USC DECEMBER 2020 FINANCIALS REPORT

Overall Target for Income & Expenses: 50%

DECEMBER INCOME:

$ 100,258

Highlights: $ 5,021 for Contributions for Food Pantry

$ 41,190 for Annual Pledge Drive

$ 7,500 in Grant Revenue

$ 22,262 for Contract Income

$ 6,716 for Dining/Take-Out Meals (Activities)

$ 10,742 for Thrift Store

$ 6,827 various other income

DECEMBER EXPENSES:

$ 71,049

Highlights: $ 53,061 for Payroll & Benefits (Note includes 3 payrolls)

(Note Payroll is for 26 pay periods not 24 for the year)

$ 4,048 in Depreciation expense

$ 3,241 in Activities (Dining Room & Turkey Dinner (addtl. expense)

$ 3,863 in Rental Fees, insurance, pest,repairs, security etc.

$ 1,164 in Office expenses (postage, print costs, communications)

$ 2,273 in Utilities (garbage, gas & electric)

$ 1,206 in vehicle expenses

$ 2,193 various other expenses

NET INCOME OVER EXPENSE: $ 29,209

$ 2,955 Unrealized Gain for December

$ 2,235 Interest Income for December

NET INCOME FOR DECEMBER: $ 34,399

DECEMBER YTD VS. ANNUAL BUDGET 2ND QUARTER HIGHLIGHTS - MID YEAR TARGET OF 50%

INCOME – 52% of Annual Budget ($ 376,501 actual YTD vs. $362,993 budgeted – up $14K)

EXPENSES – 41% of Annual Budget ($ 321,457 actual YTD vs. $ 387,583 budgeted = down $66K)

Payroll less $28,703 in overall expenses (including bonus) compared to budget.

YTD NET ORDINARY INCOME: $ 55,044

Ukiah Senior Center Inc.
January YTD vs. Annual Budget

	Jul 20-Jan 21	Budget	% of Overall Budget
Ordinary Income/Expense			
Income			
5700 · Other Income & Refunds	2,105.14		
Total 4003.2 · Endowment Groups	52,918.00	42,000.00	126%
Total 4000 · Contributions	101,872.69	84,100.00	121%
Total 5000 · Grant Revenue	25,000.00	47,000.00	53%
Total 5100 · Contract Income	123,820.65	234,386.00	53%
Total 5200 · Program Income	9,333.49	61,000.00	15%
Total 5250 · Activities Income	41,116.53	89,500.00	46%
5300 · Thrift Store Income	62,540.18	90,000.00	69%
5400 · Membership Fees	2,080.00	15,000.00	14%
5259 Dance Party Events	0.00	16,000.00	0%
5350 Raffle	209.00	4,000.00	5%
5500 · Rental Income - Facilities	890.00	40,000.00	2%
5600 · Advertising Income	1,440.00	3,000.00	48%
Total Income	423,325.68	725,986.00	58%
Gross Profit	423,325.68	725,986.00	58%
Expense			
7109 · Medical Travel	225.66	1,000.00	23%
66900 · Reconciliation Discrepancies	442.36	0.00	0%
6560 · Payroll Transaction Fees	509.74	1,000.00	51%
7005 · Bank Service Charges	1,247.78	1,000.00	125%
7008 · Depreciation Expense	8,095.04	27,039.36	30%
7009 Program Expenses	395.00	1,000.00	40%
Total 7020 · Activities Expenses	25,415.59	55,350.00	46%
7035 · Equipment Purchase	1,078.74	500.00	216%
Total 7045 · Insurance	8,174.38	14,995.00	55%
7055 · Licenses, Fees, Permits	1,003.65	2,600.00	39%
7058 Special Fundraiser Expense	6,394.60	6,000.00	107%
Total 7060 · Office Occupancy	20,659.29	39,930.00	52%
7066 · Office Supplies	3,475.77	1,500.00	232%
Total 7070 · Payroll Salary & Benefits	259,456.42	496,135.52	52%
7080 · Postage and Shipping	812.40	2,000.00	41%
7085 · Printing	1,401.96	2,000.00	70%
Total 7090 · Professional Fees	229.84	7,800.00	3%
Total 7100 · Repairs & Maintenance	3,334.37	10,365.00	32%
7108 · Senior Peer Counseling Expenses	4,525.00	12,500.00	36%
7103 · Staffing Expense	0.00	1,000.00	0%
7104 · Telephone/Communications	4,765.20	8,000.00	60%
7105 · Travel	929.99	2,800.00	33%
7106 · Training	161.65	0.00	0%
Total 7110 · Utilities	16,001.33	37,350.00	43%
Total 7120 · Vehicle Expense	7,482.32	18,000.00	42%
Total Expense	376,218.08	775,165.00	49%
Net Ordinary Income	47,107.60	-49,179.00	-96%

Ukiah Senior Center Inc.
Profit & Loss Budget vs. Actual
January 2021

	Jan 21	Budget
Ordinary Income/Expense		
Income		
5700 · Other Income & Refunds	50.00	0.00
4003.2 · Endowment Groups		
4003 · Comm Found Endowment Income	0.00	0.00
Total 4003.2 · Endowment Groups	0.00	0.00
4000 · Contributions		
4001 · Contributions raised by/for		
4001.19 · Food for the Pantry	2,745.34	0.00
4001.2 · Annual Pledge Drive	5,540.00	3,000.00
4001.3 · Lunch Bunch Donations	0.00	500.00
4001.6 · Memorial Contributions	0.00	200.00
4001.7 · Monthly Donors	465.00	
4001.9 · PG&E Giving Campaign	0.00	125.00
4001.11 · United Way Annual Campaign	0.00	0.00
4001.14 · Activities Donations	289.76	415.00
4001.17 · Contributions By/For Other	625.98	0.00
Total 4001 · Contributions raised by/for	9,666.08	4,240.00
Total 4000 · Contributions	9,666.08	4,240.00
5000 · Grant Revenue		
5003 · Eriksen Foundation Grant	0.00	1,500.00
5005 · Community Foundation Grant	0.00	1,250.00
5007 · Beulah Grant	7,500.00	
5000 · Grant Revenue - Other	0.00	1,667.00
Total 5000 · Grant Revenue	7,500.00	4,417.00
5100 · Contract Income		
5106 · Outreach - DSS-MCHHS		
5106.1 · Cal Fresh Funding	0.00	0.00
5106 · Outreach - DSS-MCHHS - Other	3,731.55	4,254.17
Total 5106 · Outreach - DSS-MCHHS	3,731.55	4,254.17
5107 · Trans - MTA Contract	11,198.90	11,198.92
5108 · Activities Community Care - ISS	56.00	
5112 · Senior Peer Counseling	961.00	1,050.00
5100 · Contract Income - Other	0.00	30.00
Total 5100 · Contract Income	15,947.45	16,533.09
5200 · Program Income		
5201 · Senior Health Transport	106.00	250.00
5202 · Bus fares - Community Trans.	771.00	1,417.00
5205 · Lunch Bunch		
5205.3 · Lunch Bunch - Program Income	0.00	3,000.00
5205.4 · Lunch Bunch -Transportation	0.00	1,000.00
5205.5 · Lunch Bunch - Meals Income	0.00	1,000.00
Total 5205 · Lunch Bunch	0.00	5,000.00
Total 5200 · Program Income	877.00	6,667.00
5250 · Activities Income		
5252.3 · Sunday Fundraiser to USC Bingo	0.00	250.00
5251 · Bingo Tuesday	0.00	1,180.00
5251.5 · Bingo Food	0.00	635.00
5252 · Bingo Thursday	0.00	100.00
5252.1 · Sunday Bingo Bash	0.00	1,200.00
5252.2 · Sun. Fundraiser to Equip Bingo	0.00	0.00

Ukiah Senior Center Inc.
Profit & Loss Budget vs. Actual
January 2021

	Jan 21	Budget
5254 · Dining Room		
5254.1 · Meal Ticket Sales	3,710.00	1,085.00
5254.2 · Dining Room Door Lunch Sales	599.00	1,250.00
5254 · Dining Room - Other	0.00	0.00
Total 5254 · Dining Room	4,309.00	2,335.00
5255 · Ice Cream Social	0.00	150.00
5256 · Misc Activities		
5256.1 · Fundraisers	120.00	
5256.2 · Bridge	0.00	250.00
5256.4 · Line Dancing	0.00	150.00
5256.5 · Pinochle	0.00	20.00
5256.7 · Tai Chi	0.00	45.00
5256.8 · Writing Group	0.00	45.00
5256.10 · Computer class	0.00	72.00
5256.18 · Quilters & Sewing Group	0.00	10.00
5256.21 · Exercise Class	0.00	100.00
5256.23 · Square Dancing	0.00	50.00
5256.27 · Bunko	0.00	365.00
5256.28 · Movie matinee	0.00	100.00
5256.30 · Coffee Bar	24.03	75.00
5256 · Misc Activities - Other	0.00	835.00
Total 5256 · Misc Activities	144.03	2,117.00
5259 · Dance Party Events	0.00	4,000.00
Total 5250 · Activities Income	4,453.03	11,967.00
5300 · Thrift Store Income	8,219.19	7,500.00
5350 · Raffle Income		
5350.1 · Bunko Raffle	0.00	100.00
5350.2 · Ice Cream Social Raffle	0.00	100.00
5350.3 · Dance Party Raffle	0.00	500.00
Total 5350 · Raffle Income	0.00	700.00
5400 · Membership Fees	555.00	500.00
5500 · Rental Income - Facilities	180.00	3,333.00
5600 · Advertising Income	240.00	250.00
Total Income	47,687.75	56,107.09
Gross Profit	47,687.75	56,107.09
Expense		
7109 · Medical Travel	0.00	85.00
6560 · Payroll Transaction Fees	147.25	85.00
7005 · Bank Service Charges	284.25	85.00
7008 · Depreciation Expense	0.00	0.00
7009 · Program Expenses		
7012 · Transportation Prog Expenses		
7012.1 · Transportation Program Exp-TAG	235.00	50.00
Total 7012 · Transportation Prog Expenses	235.00	50.00
Total 7009 · Program Expenses	235.00	50.00
7020 · Activities Expenses		
7029.2 · ICS & Bunko Sponsor Expense	0.00	0.00
7021 · Bingo		
7021.2 · Sunday Bingo Food Expense	0.00	100.00
7021.1 · Bingo Food	0.00	350.00
7021 · Bingo - Other	0.00	400.00
Total 7021 · Bingo	0.00	850.00
7022 · Dances Party Events	0.00	1,550.00

Ukiah Senior Center Inc.
Profit & Loss Budget vs. Actual
January 2021

	Jan 21	Budget
7023 · Dining Room		
7023.3 · Catering	1,074.00	1,670.00
7023.2 · Dining Room Equipment	0.00	400.00
7023.1 · Dining Room Food	4,527.14	865.00
7023 · Dining Room - Other	0.00	0.00
Total 7023 · Dining Room	5,601.14	2,935.00
7024 · Ice Cream Social	0.00	25.00
7025 · Thanksgiving Dinner	0.00	0.00
7026 · Thrift Store - Misc. Exp.	0.00	80.00
7027 · Computer Lab Expense	0.00	50.00
7028 · Volunteer Appreciation	0.00	0.00
7029.1 · Bunko Activitie Expense	0.00	50.00
Total 7020 · Activities Expenses	5,601.14	5,540.00
7031 · Advertising Expense	0.00	200.00
7035 · Equipment Purchase	0.00	0.00
7045 · Insurance		
7046 · General Liability & Propety Ins	378.26	500.00
7047 · Directors & Officers	557.40	418.00
7048 · Vehicle	0.00	1,850.00
Total 7045 · Insurance	935.66	2,768.00
7055 · Licenses, Fees, Permits	698.30	500.00
7056 · Newsletter Expense	0.00	100.00
7055.1 · Lunch Bunch Program Expense		
7055.3 · Lunch Bunch - Catered Lunch	0.00	1,875.00
7055.4 · Lunch Bunch - Food Supplies	0.00	50.00
7055.5 · Lunch Bunch - Misc Program Exp	0.00	50.00
7055.6 · Lunch Bunch - Transportation	0.00	685.00
Total 7055.1 · Lunch Bunch Program Expense	0.00	2,660.00
7058 · Special Fundraisers Expense	0.00	100.00
7060 · Office Occupancy		
7061 · Rental Fees	2,679.22	2,750.00
7062 · Building Repairs & Maintenance	116.00	50.00
7063 · Pest Control	180.00	105.00
7064 · Office Occupancy Supplies	280.59	330.00
7065 · Security Alarm	44.95	44.95
7060 · Office Occupancy - Other	0.00	0.00
Total 7060 · Office Occupancy	3,300.76	3,279.95
7066 · Office Supplies	176.38	125.00
7070 · Payroll Salary & Benefits		
7071 · Salaries & Wages	28,270.00	33,089.00
7072 · Vacation	2,322.00	0.00
7073 · Employee Benefits		
7073.1 · Workmans Comp Insurance	1,220.03	1,684.67
7073.2 · Medical Insurance	3,744.54	2,530.25
7073.3 · Dental Insurance	237.23	252.92
7073.4 · Unemployment Insurance	661.67	541.67
7073.6 · Life Insurance	0.00	146.50
Total 7073 · Employee Benefits	5,863.47	5,156.01
7074 · Payroll Taxes	1,617.67	2,640.00
7079 · AFLAC Premiums	-16.55	0.00
7070 · Payroll Salary & Benefits - Other	42.38	0.00
Total 7070 · Payroll Salary & Benefits	38,098.97	40,885.01
7080 · Postage and Shipping	110.00	500.00
7085 · Printing	159.03	400.00

Ukiah Senior Center Inc.
Profit & Loss Budget vs. Actual
January 2021

	Jan 21	Budget
7090 · Professional Fees		
7095 · Computer Programing	0.00	0.00
7091 · Accounting		
7091.2 · Audit - Tax Preparation	0.00	0.00
Total 7091 · Accounting	0.00	0.00
7092 · Consulting		
7092.3 · Project Developement	0.00	0.00
7092.1 · Web page	0.00	65.00
Total 7092 · Consulting	0.00	65.00
Total 7090 · Professional Fees	0.00	65.00
7100 · Repairs & Maintenance		
7107.1 · Janitorial Supplies	0.00	333.00
7101 · Office Equipment	0.00	150.00
7102 · Kitchen Equipment	0.00	250.00
7107 · Repairs & Maintenance Building	33.77	200.00
Total 7100 · Repairs & Maintenance	33.77	933.00
7108 · Senior Peer Counseling Expenses	1,400.00	750.00
7103 · Staffing Expense		
7103.1 · Volunteer Expense	0.00	0.00
7103 · Staffing Expense - Other	0.00	70.00
Total 7103 · Staffing Expense	0.00	70.00
7104 · Telephone/Communications	495.96	666.00
7105 · Travel	165.55	233.00
7110 · Utilities		
7111 · Garbage	0.00	729.17
7112 · Gas & Electric	1,353.64	1,875.00
7113 · Janitorial	0.00	508.33
Total 7110 · Utilities	1,353.64	3,112.50
7120 · Vehicle Expense		
7121 · Fuel	630.24	1,250.00
7122 · Maintenance	934.90	250.00
Total 7120 · Vehicle Expense	1,565.14	1,500.00
Total Expense	54,760.80	64,692.46
Net Ordinary Income	-7,073.05	-8,585.37
Other Income/Expense		
Other Income		
8001 · Unrealized Invest. Gain (Loss)	-980.10	0.00
9000 · Interest Income	2.47	1.00
Total Other Income	-977.63	1.00
Net Other Income	-977.63	1.00
Net Income	**-8,050.68**	**-8,584.37**

Ukiah Senior Center Inc.
Profit & Loss Budget vs. Actual
January 2021

	$ Over Budget	% of Budget
Ordinary Income/Expense		
Income		
5700 · Other Income & Refunds	50.00	100.0%
4003.2 · Endowment Groups		
4003 · Comm. Found. Endowment Income	0.00	0.0%
Total 4003.2 · Endowment Groups	0.00	0.0%
4000 · Contributions		
4001 · Contributions raised by/for		
4001.19 · Food for the Pantry	2,745.34	100.0%
4001.2 · Annual Pledge Drive	2,540.00	184.7%
4001.3 · Lunch Bunch Donations	-500.00	0.0%
4001.6 · Memorial Contributions	-200.00	0.0%
4001.7 · Monthly Donors		
4001.9 · PG&E Giving Campaign	-125.00	0.0%
4001.11 · United Way Annual Campaign	0.00	0.0%
4001.14 · Activities Donations	-125.24	69.8%
4001.17 · Contributions By/For Other	625.98	100.0%
Total 4001 · Contributions raised by/for	5,426.08	228.0%
Total 4000 · Contributions	5,426.08	228.0%
5000 · Grant Revenue		
5003 · Eriksen Foundation Grant	-1,500.00	0.0%
5005 · Community Foundation Grant	-1,250.00	0.0%
5007 · Beulah Grant		
5000 · Grant Revenue - Other	-1,667.00	0.0%
Total 5000 · Grant Revenue	3,083.00	169.8%
5100 · Contract Income		
5106 · Outreach - DSS-MCHHS		
5106.1 · Cal Fresh Funding	0.00	0.0%
5106 · Outreach - DSS-MCHHS - Other	-522.62	87.7%
Total 5106 · Outreach - DSS-MCHHS	-522.62	87.7%
5107 · Trans - MTA Contract	-0.02	100.0%
5108 · Activities Community Care - ISS		
5112 · Senior Peer Counseling	-89.00	91.5%
5100 · Contract Income - Other	-30.00	0.0%
Total 5100 · Contract Income	-585.64	96.5%
5200 · Program Income		
5201 · Senior Health Transport	-144.00	42.4%
5202 · Bus fares - Community Trans.	-646.00	54.4%
5205 · Lunch Bunch		
5205.3 · Lunch Bunch - Program Income	-3,000.00	0.0%
5205.4 · Lunch Bunch -Transportation	-1,000.00	0.0%
5205.5 · Lunch Bunch - Meals Income	-1,000.00	0.0%
Total 5205 · Lunch Bunch	-5,000.00	0.0%
Total 5200 · Program Income	-5,790.00	13.2%
5250 · Activities Income		
5252.3 · Sunday Fundraiser to USC Bingo	-250.00	0.0%
5251 · Bingo Tuesday	-1,180.00	0.0%
5251.5 · Bingo Food	-635.00	0.0%
5252 · Bingo Thursday	-100.00	0.0%
5252.1 · Sunday Bingo Bash	-1,200.00	0.0%
5252.2 · Sun. Fundraiser to Equip Bingo	0.00	0.0%

Ukiah Senior Center Inc.
Profit & Loss Budget vs. Actual
January 2021

	$ Over Budget	% of Budget
5254 · Dining Room		
5254.1 · Meal Ticket Sales	2,625.00	341.9%
5254.2 · Dining Room Door Lunch Sales	-651.00	47.9%
5254 · Dining Room - Other	0.00	0.0%
Total 5254 · Dining Room	1,974.00	184.5%
5255 · Ice Cream Social	-150.00	0.0%
5256 · Misc Activities		
5256.1 · Fundraisers		
5256.2 · Bridge	-250.00	0.0%
5256.4 · Line Dancing	-150.00	0.0%
5256.5 · Pinochle	-20.00	0.0%
5256.7 · Tai Chi	-45.00	0.0%
5256.8 · Writing Group	-45.00	0.0%
5256.10 · Computer class	-72.00	0.0%
5256.18 · Quilters & Sewing Group	-10.00	0.0%
5256.21 · Exercise Class	-100.00	0.0%
5256.23 · Square Dancing	-50.00	0.0%
5256.27 · Bunko	-365.00	0.0%
5256.28 · Movie matinee	-100.00	0.0%
5256.30 · Coffee Bar	-50.97	32.0%
5256 · Misc Activities - Other	-835.00	0.0%
Total 5256 · Misc Activities	-1,972.97	6.8%
5259 · Dance Party Events	-4,000.00	0.0%
Total 5250 · Activities Income	-7,513.97	37.2%
5300 · Thrift Store Income	719.19	109.6%
5350 · Raffle Income		
5350.1 · Bunko Raffle	-100.00	0.0%
5350.2 · Ice Cream Social Raffle	-100.00	0.0%
5350.3 · Dance Party Raffle	-500.00	0.0%
Total 5350 · Raffle Income	-700.00	0.0%
5400 · Membership Fees	55.00	111.0%
5500 · Rental Income - Facilities	-3,153.00	5.4%
5600 · Advertising Income	-10.00	96.0%
Total Income	-8,419.34	85.0%
Gross Profit	-8,419.34	85.0%
Expense		
7109 · Medical Travel	-85.00	0.0%
6560 · Payroll Transaction Fees	62.25	173.2%
7005 · Bank Service Charges	199.25	334.4%
7008 · Depreciation Expense	0.00	0.0%
7009 · Program Expenses		
7012 · Transportation Prog Expenses		
7012.1 · Transportation Program Exp-TAG	185.00	470.0%
Total 7012 · Transportation Prog Expenses	185.00	470.0%
Total 7009 · Program Expenses	185.00	470.0%
7020 · Activities Expenses		
7029.2 · ICS & Bunko Sponsor Expense	0.00	0.0%
7021 · Bingo		
7021.2 · Sunday Bingo Food Expense	-100.00	0.0%
7021.1 · Bingo Food	-350.00	0.0%
7021 · Bingo - Other	-400.00	0.0%
Total 7021 · Bingo	-850.00	0.0%
7022 · Dances Party Events	-1,550.00	0.0%

Ukiah Senior Center Inc.
Profit & Loss Budget vs. Actual
January 2021

	$ Over Budget	% of Budget
7023 · Dining Room		
7023.3 · Catering	-596.00	64.3%
7023.2 · Dining Room Equipment	-400.00	0.0%
7023.1 · Dining Room Food	3,662.14	523.4%
7023 · Dining Room - Other	0.00	0.0%
Total 7023 · Dining Room	2,666.14	190.8%
7024 · Ice Cream Social	-25.00	0.0%
7025 · Thanksgiving Dinner	0.00	0.0%
7026 · Thrift Store - Misc. Exp.	-80.00	0.0%
7027 · Computer Lab Expense	-50.00	0.0%
7028 · Volunteer Appreciation	0.00	0.0%
7029.1 · Bunko Activitie Expense	-50.00	0.0%
Total 7020 · Activities Expenses	61.14	101.1%
7031 · Advertising Expense	-200.00	0.0%
7035 · Equipment Purchase	0.00	0.0%
7045 · Insurance		
7046 · General Liability & Propety Ins	-121.74	75.7%
7047 · Directors & Officers	139.40	133.3%
7048 · Vehicle	-1,850.00	0.0%
Total 7045 · Insurance	-1,832.34	33.8%
7055 · Licenses, Fees, Permits	198.30	139.7%
7056 · Newsletter Expense	-100.00	0.0%
7055.1 · Lunch Bunch Program Expense		
7055.3 · Lunch Bunch - Catered Lunch	-1,875.00	0.0%
7055.4 · Lunch Bunch - Food Supplies	-50.00	0.0%
7055.5 · Lunch Bunch - Misc Program Exp	-50.00	0.0%
7055.6 · Lunch Bunch - Transportation	-685.00	0.0%
Total 7055.1 · Lunch Bunch Program Expense	-2,660.00	0.0%
7058 · Special Fundraisers Expense	-100.00	0.0%
7060 · Office Occupancy		
7061 · Rental Fees	-70.78	97.4%
7062 · Building Repairs & Maintenance	66.00	232.0%
7063 · Pest Control	75.00	171.4%
7064 · Office Occupancy Supplies	-49.41	85.0%
7065 · Security Alarm	0.00	100.0%
7060 · Office Occupancy - Other	0.00	0.0%
Total 7060 · Office Occupancy	20.81	100.6%
7066 · Office Supplies	51.38	141.1%
7070 · Payroll Salary & Benefits		
7071 · Salaries & Wages	-4,819.00	85.4%
7072 · Vacation	2,322.00	100.0%
7073 · Employee Benefits		
7073.1 · Workmans Comp Insurance	-464.64	72.4%
7073.2 · Medical Insurance	1,214.29	148.0%
7073.3 · Dental Insurance	-15.69	93.8%
7073.4 · Unemployment Insurance	120.00	122.2%
7073.6 · Life Insurance	-146.50	0.0%
Total 7073 · Employee Benefits	707.46	113.7%
7074 · Payroll Taxes	-1,022.33	61.3%
7079 · AFLAC Premiums	-16.55	100.0%
7070 · Payroll Salary & Benefits - Other	42.38	100.0%
Total 7070 · Payroll Salary & Benefits	-2,786.04	93.2%
7080 · Postage and Shipping	-390.00	22.0%
7085 · Printing	-240.97	39.8%

Ukiah Senior Center Inc.
Profit & Loss Budget vs. Actual
January 2021

	$ Over Budget	% of Budget
7090 · Professional Fees		
7095 · Computer Programing	0.00	0.0%
7091 · Accounting		
7091.2 · Audit - Tax Preparation	0.00	0.0%
Total 7091 · Accounting	0.00	0.0%
7092 · Consulting		
7092.3 · Project Developement	0.00	0.0%
7092.1 · Web page	-65.00	0.0%
Total 7092 · Consulting	-65.00	0.0%
Total 7090 · Professional Fees	-65.00	0.0%
7100 · Repairs & Maintenance		
7107.1 · Janitorial Supplies	-333.00	0.0%
7101 · Office Equipment	-150.00	0.0%
7102 · Kitchen Equipment	-250.00	0.0%
7107 · Repairs & Maintenance Building	-166.23	16.9%
Total 7100 · Repairs & Maintenance	-899.23	3.6%
7108 · Senior Peer Counseling Expenses	650.00	186.7%
7103 · Staffing Expense		
7103.1 · Volunteer Expense	0.00	0.0%
7103 · Staffing Expense - Other	-70.00	0.0%
Total 7103 · Staffing Expense	-70.00	0.0%
7104 · Telephone/Communications	-170.04	74.5%
7105 · Travel	-67.45	71.1%
7110 · Utilities		
7111 · Garbage	-729.17	0.0%
7112 · Gas & Electric	-521.36	72.2%
7113 · Janitorial	-508.33	0.0%
Total 7110 · Utilities	-1,758.86	43.5%
7120 · Vehicle Expense		
7121 · Fuel	-619.76	50.4%
7122 · Maintenance	684.90	374.0%
Total 7120 · Vehicle Expense	65.14	104.3%
Total Expense	-9,931.66	84.6%
Net Ordinary Income	1,512.32	82.4%
Other Income/Expense		
Other Income		
8001 · Unrealized Invest. Gain (Loss)	-980.10	100.0%
9000 · Interest Income	1.47	247.0%
Total Other Income	-978.63	-97,763.0%
Net Other Income	-978.63	-97,763.0%
Net Income	**533.69**	**93.8%**

Ukiah Senior Center Inc.
Profit & Loss YTD Comparison
January 2021

	Jan 21	Jul '20 - Jan 21
Ordinary Income/Expense		
Income		
5700 · Other Income & Refunds	50.00	2,105.14
4003.2 · Endowment Groups		
4003 · Comm. Found. Endowment Income	0.00	36,930.00
4003.2 · Endowment Groups - Other	0.00	15,988.00
Total 4003.2 · Endowment Groups	0.00	52,918.00
4000 · Contributions		
4001 · Contributions raised by/for		
4001.20 · Asking Letter Donations	0.00	26,847.00
4001.19 · Food for the Pantry	2,745.34	14,410.07
4001.2 · Annual Pledge Drive	5,540.00	48,476.00
4001.3 · Lunch Bunch Donations	0.00	250.00
4001.6 · Memorial Contributions	0.00	495.00
4001.7 · Monthly Donors	465.00	3,633.00
4001.11 · United Way Annual Campaign	0.00	67.24
4001.14 · Activities Donations	289.76	1,480.12
4001.17 · Contributions By/For Other	625.98	4,214.26
4001 · Contributions raised by/for - Other	0.00	2,000.00
Total 4001 · Contributions raised by/for	9,666.08	101,872.69
Total 4000 · Contributions	9,666.08	101,872.69
5000 · Grant Revenue		
5001 · West America Grant	0.00	2,500.00
5005 · Community Foundation Grant	0.00	15,000.00
5007 · Beulah Grant	7,500.00	7,500.00
Total 5000 · Grant Revenue	7,500.00	25,000.00
5100 · Contract Income		
5106 · Outreach - DSS-MCHHS		
5106.1 · Cal Fresh Funding	0.00	12,500.00
5106 · Outreach - DSS-MCHHS - Other	3,731.55	26,381.36
Total 5106 · Outreach - DSS-MCHHS	3,731.55	38,881.36
5107 · Trans - MTA Contract	11,198.90	78,392.30
5108 · Activities Community Care - ISS	56.00	312.00
5112 · Senior Peer Counseling	961.00	6,235.00
Total 5100 · Contract Income	15,947.45	123,820.66
5200 · Program Income		
5201 · Senior Health Transport	106.00	3,785.99
5202 · Bus fares - Community Trans.	771.00	5,491.50
5205 · Lunch Bunch		
5205.4 · Lunch Bunch -Transportation	0.00	56.00
Total 5205 · Lunch Bunch	0.00	56.00
Total 5200 · Program Income	877.00	9,333.49
5250 · Activities Income		
5254 · Dining Room		
5254.1 · Meal Ticket Sales	3,710.00	29,038.00
5254.2 · Dining Room Door Lunch Sales	599.00	8,051.00
5254 · Dining Room - Other	0.00	592.00
Total 5254 · Dining Room	4,309.00	37,681.00

Ukiah Senior Center Inc.
Profit & Loss YTD Comparison
January 2021

	Jan 21	Jul '20 - Jan 21
5256 · Misc Activities		
5256.1 · Fundraisers	120.00	120.00
5256.3 · Thanksgiving Meal	0.00	2,455.00
5256.22 · Womens Book Gruop	0.00	335.00
5256.30 · Coffee Bar	24.03	525.53
Total 5256 · Misc Activities	144.03	3,435.53
Total 5250 · Activities Income	4,453.03	41,116.53
5300 · Thrift Store Income	8,219.19	62,540.18
5350 · Raffle Income		
5350.4 · Raffle Other	0.00	209.00
Total 5350 · Raffle Income	0.00	209.00
5400 · Membership Fees	555.00	2,080.00
5500 · Rental Income - Facilities	180.00	890.00
5600 · Advertising Income	240.00	1,440.00
Total Income	47,687.75	423,325.69
Gross Profit	47,687.75	423,325.69
Expense		
7109 · Medical Travel	0.00	225.66
6500 · Bad Debt	0.00	0.00
66900 · Reconciliation Discrepancies	0.00	76.14
6560 · Payroll Transaction Fees	147.25	509.74
7005 · Bank Service Charges	284.25	1,247.78
7008 · Depreciation Expense	0.00	8,095.04
7009 · Program Expenses		
7012 · Transportation Prog Expenses		
7012.1 · Transportation Program Exp-TAG	235.00	395.00
Total 7012 · Transportation Prog Expenses	235.00	395.00
Total 7009 · Program Expenses	235.00	395.00
7020 · Activities Expenses		
7023 · Dining Room		
7023.3 · Catering	1,074.00	6,696.78
7023.1 · Dining Room Food	4,527.14	17,506.18
7023 · Dining Room - Other	0.00	349.56
Total 7023 · Dining Room	5,601.14	24,552.52
7025 · Thanksgiving Dinner	0.00	799.57
7026 · Thrift Store - Misc. Exp.	0.00	63.50
Total 7020 · Activities Expenses	5,601.14	25,415.59
7035 · Equipment Purchase	0.00	1,078.74
7045 · Insurance		
7046 · General Liability & Propety Ins	378.26	2,647.82
7047 · Directors & Officers	557.40	3,901.80
7048 · Vehicle	0.00	1,624.76
Total 7045 · Insurance	935.66	8,174.38
7055 · Licenses, Fees, Permits	698.30	1,003.65
7058 · Special Fundraisers Expense	0.00	6,394.60
7060 · Office Occupancy		
7061 · Rental Fees	2,679.22	19,096.38
7062 · Building Repairs & Maintenance	116.00	282.84

Ukiah Senior Center Inc.
Profit & Loss YTD Comparison
January 2021

	Jan 21	Jul '20 - Jan 21
7063 · Pest Control	180.00	450.00
7064 · Office Occupancy Supplies	280.59	515.42
7065 · Security Alarm	44.95	314.65
Total 7060 · Office Occupancy	3,300.76	20,659.29
7066 · Office Supplies	176.38	3,475.77
7070 · Payroll Salary & Benefits		
7071 · Salaries & Wages	28,270.00	197,340.23
7072 · Vacation	2,322.00	8,862.42
7073 · Employee Benefits		
7073.1 · Workmans Comp Insurance	1,220.03	10,190.03
7073.2 · Medical Insurance	3,744.54	21,221.55
7073.3 · Dental Insurance	237.23	1,488.11
7073.4 · Unemployment Insurance	661.67	1,597.42
Total 7073 · Employee Benefits	5,863.47	34,497.11
7074 · Payroll Taxes	1,617.67	14,983.28
7075 · Bonus	0.00	4,000.10
7079 · AFLAC Premiums	-16.55	-269.10
7070 · Payroll Salary & Benefits - Other	42.38	42.38
Total 7070 · Payroll Salary & Benefits	38,098.97	259,456.42
7080 · Postage and Shipping	110.00	812.40
7085 · Printing	159.03	1,401.96
7090 · Professional Fees		
7092 · Consulting		
7092.1 · Web page	0.00	229.84
Total 7092 · Consulting	0.00	229.84
Total 7090 · Professional Fees	0.00	229.84
7100 · Repairs & Maintenance		
7107.1 · Janitorial Supplies	0.00	376.42
7102 · Kitchen Equipment	0.00	383.46
7107 · Repairs & Maintenance Building	33.77	2,574.49
Total 7100 · Repairs & Maintenance	33.77	3,334.37
7108 · Senior Peer Counseling Expenses	1,400.00	4,525.00
7103 · Staffing Expense	0.00	366.22
7104 · Telephone/Communications	495.96	4,765.20
7105 · Travel	165.55	929.99
7106 · Training	0.00	161.65
7110 · Utilities		
7111 · Garbage	0.00	4,390.32
7112 · Gas & Electric	1,353.64	10,982.71
7113 · Janitorial	0.00	628.30
Total 7110 · Utilities	1,353.64	16,001.33
7120 · Vehicle Expense		
7121 · Fuel	630.24	4,609.86
7122 · Maintenance	934.90	2,872.46
Total 7120 · Vehicle Expense	1,565.14	7,482.32
Total Expense	54,760.80	376,218.08
Net Ordinary Income	-7,073.05	47,107.61

Ukiah Senior Center Inc.
Profit & Loss YTD Comparison
January 2021

	Jan 21	Jul '20 - Jan 21
Other Income/Expense		
Other Income		
8001 · Unrealized Invest. Gain (Loss)	-980.10	20,342.11
9000 · Interest Income	2.47	3,360.49
Total Other Income	-977.63	23,702.60
Net Other Income	-977.63	23,702.60
Net Income	**-8,050.68**	**70,810.21**

Ukiah Senior Center Inc.
Profit & Loss by Class
January 2021

	Activities	Admin	Dining Room	Lunch Bunch	Outreach	Transportation	USC Thrift	TOTAL
Ordinary Income/Expense								
Income								
5700 · Other Income & Refunds	0.00	50.00	0.00	0.00	0.00	0.00	0.00	50.00
4000 · Contributions								
4001 · Contributions raised by/for								
4001.19 · Food for the Pantry	0.00	0.00	2,745.34	0.00	0.00	0.00	0.00	2,745.34
4001.2 · Annual Pledge Drive	0.00	5,540.00	0.00	0.00	0.00	0.00	0.00	5,540.00
4001.7 · Monthly Donors	0.00	465.00	0.00	0.00	0.00	0.00	0.00	465.00
4001.14 · Activities Donations	49.00	0.00	74.77	0.00	0.00	0.00	165.99	289.76
4001.17 · Contributions By/For Other	387.50	238.48	0.00	0.00	0.00	0.00	0.00	625.98
Total 4001 · Contributions raised by/for	436.50	6,243.48	2,820.11	0.00	0.00	0.00	165.99	9,666.08
Total 4000 · Contributions	436.50	6,243.48	2,820.11	0.00	0.00	0.00	165.99	9,666.08
5000 · Grant Revenue								
5007 · Beulah Grant	0.00	7,500.00	0.00	0.00	0.00	0.00	0.00	7,500.00
Total 5000 · Grant Revenue	0.00	7,500.00	0.00	0.00	0.00	0.00	0.00	7,500.00
5100 · Contract Income								
5106 · Outreach - DSS-MCHHS	0.00	0.00	0.00	0.00	3,731.55	0.00	0.00	3,731.55
5107 · Trans - MTA Contract	0.00	0.00	0.00	0.00	0.00	11,198.90	0.00	11,198.90
5108 · Activities Community Care - ISS	0.00	0.00	0.00	0.00	56.00	0.00	0.00	56.00
5112 · Senior Peer Counseling	0.00	0.00	0.00	0.00	961.00	0.00	0.00	961.00
Total 5100 · Contract Income	0.00	0.00	0.00	0.00	4,748.55	11,198.90	0.00	15,947.45
5200 · Program Income								
5201 · Senior Health Transport	0.00	0.00	0.00	0.00	106.00	0.00	0.00	106.00
5202 · Bus fares - Community Trans.	0.00	0.00	0.00	0.00	0.00	771.00	0.00	771.00
Total 5200 · Program Income	0.00	0.00	0.00	0.00	106.00	771.00	0.00	877.00
5250 · Activities Income								
5254 · Dining Room								
5254.1 · Meal Ticket Sales	-56.00	0.00	3,766.00	0.00	0.00	0.00	0.00	3,710.00
5254.2 · Dining Room Door Lunch Sales	0.00	0.00	599.00	0.00	0.00	0.00	0.00	599.00
Total 5254 · Dining Room	-56.00	0.00	4,365.00	0.00	0.00	0.00	0.00	4,309.00
5256 · Misc Activities								

Ukiah Senior Center Inc.
Profit & Loss by Class
January 2021

	Activities	Admin	Dining Room	Lunch Bunch	Outreach	Transportation	USC Thrift	TOTAL
5256.1 · Fundraisers	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
5256.30 · Coffee Bar	24.03	0.00	0.00	0.00	0.00	0.00	0.00	24.03
Total 5256 · Misc Activities	144.03	0.00	0.00	0.00	0.00	0.00	0.00	144.03
Total 5250 · Activities Income	88.03	0.00	4,365.00	0.00	0.00	0.00	0.00	4,453.03
5300 · Thrift Store Income	0.00	0.00	0.00	0.00	0.00	0.00	8,219.19	8,219.19
5400 · Membership Fees	495.00	60.00	0.00	0.00	0.00	0.00	0.00	555.00
5500 · Rental Income - Facilities	180.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
5600 · Advertising Income	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Total Income	1,439.53	13,853.48	7,185.11	0.00	4,854.55	11,969.90	8,385.18	47,687.75
Gross Profit	1,439.53	13,853.48	7,185.11	0.00	4,854.55	11,969.90	8,385.18	47,687.75
Expense								
6560 · Payroll Transaction Fees	0.00	147.25	0.00	0.00	0.00	0.00	0.00	147.25
7005 · Bank Service Charges	0.00	284.25	0.00	0.00	0.00	0.00	0.00	284.25
7009 · Program Expenses								
7012 · Transportation Prog Expenses								
7012.1 · Transportation Program Exp-TAG	0.00	0.00	0.00	0.00	0.00	235.00	0.00	235.00
Total 7012 · Transportation Prog Expenses	0.00	0.00	0.00	0.00	0.00	235.00	0.00	235.00
Total 7009 · Program Expenses	0.00	0.00	0.00	0.00	0.00	235.00	0.00	235.00
7020 · Activities Expenses								
7023 · Dining Room								
7023.3 · Catering	0.00	0.00	1,074.00	0.00	0.00	0.00	0.00	1,074.00
7023.1 · Dining Room Food	1,825.58	0.00	2,701.56	0.00	0.00	0.00	0.00	4,527.14
Total 7023 · Dining Room	1,825.58	0.00	3,775.56	0.00	0.00	0.00	0.00	5,601.14
Total 7020 · Activities Expenses	1,825.58	0.00	3,775.56	0.00	0.00	0.00	0.00	5,601.14
7045 · Insurance								
7046 · General Liability & Propety Ins	238.30	60.52	0.00	37.83	22.70	18.91	0.00	378.26
7047 · Directors & Officers	139.35	139.35	0.00	83.61	55.74	139.35	0.00	557.40
Total 7045 · Insurance	377.65	199.87	0.00	121.44	78.44	158.26	0.00	935.66
7055 · Licenses, Fees, Permits	442.30	0.00	0.00	0.00	238.00	18.00	0.00	698.30
7060 · Office Occupancy								
7061 · Rental Fees	476.75	1,154.24	0.00	677.49	75.28	125.46	170.00	2,679.22

Ukiah Senior Center Inc.
Profit & Loss by Class
January 2021

	Activities	Admin	Dining Room	Lunch Bunch	Outreach	Transportation	USC Thrift	TOTAL
7062 · Building Repairs & Maintenance	116.00	0.00	0.00	0.00	0.00	0.00	0.00	116.00
7063 · Pest Control	135.00	0.00	0.00	0.00	0.00	0.00	45.00	180.00
7064 · Office Occupancy Supplies	0.00	280.59	0.00	0.00	0.00	0.00	0.00	280.59
7065 · Security Alarm	20.00	0.00	0.00	0.00	0.00	0.00	24.95	44.95
Total 7060 · Office Occupancy	747.75	1,434.83	0.00	677.49	75.28	125.46	239.95	3,300.76
7066 · Office Supplies	21.39	112.45	0.00	0.00	0.00	0.00	42.54	176.38
7070 · Payroll Salary & Benefits								
7071 · Salaries & Wages	5,610.00	9,629.00	1,237.00	681.00	1,866.00	6,971.00	2,276.00	28,270.00
7072 · Vacation	0.00	711.00	450.00	681.00	480.00	0.00	0.00	2,322.00
7073 · Employee Benefits								
7073.1 · Workmans Comp Insurance	181.80	36.36	0.00	193.92	60.60	654.48	92.87	1,220.03
7073.2 · Medical Insurance	1,087.02	1,538.83	0.00	0.00	0.00	0.00	1,118.69	3,744.54
7073.3 · Dental Insurance	51.62	103.24	18.45	0.00	12.30	0.00	51.62	237.23
7073.4 · Unemployment Insurance	122.26	220.04	36.34	32.69	52.92	155.01	42.41	661.67
Total 7073 · Employee Benefits	1,442.70	1,898.47	54.79	226.61	125.82	809.49	,305.59	5,863.47
7074 · Payroll Taxes	316.82	638.55	103.33	105.55	138.87	262.58	51.97	1,617.67
7079 · AFLAC Premiums	8.08	12.11	0.00	0.00	-39.12	0.00	2.38	-16.55
7070 · Payroll Salary & Benefits - Other	0.00	0.00	0.00	0.00	42.38	0.00	0.00	42.38
Total 7070 · Payroll Salary & Benefits	7,377.60	12,889.13	1,845.12	1,694.16	2,613.95	8,043.07	3,635.94	38,098.97
7080 · Postage and Shipping	0.00	110.00	0.00	0.00	0.00	0.00	0.00	110.00
7085 · Printing	0.00	159.03	0.00	0.00	0.00	0.00	0.00	159.03
7100 · Repairs & Maintenance								
7107 · Repairs & Maintenance Building	33.77	0.00	0.00	0.00	0.00	0.00	0.00	33.77
Total 7100 · Repairs & Maintenance	33.77	0.00	0.00	0.00	0.00	0.00	0.00	33.77
7108 · Senior Peer Counseling Expenses	0.00	0.00	0.00	0.00	1,400.00	0.00	0.00	1,400.00
7104 · Telephone/Communications	81.48	216.45	0.00	16.65	49.95	49.95	81.48	495.96
7105 · Travel	0.00	66.07	0.00	0.00	99.48	0.00	0.00	165.55
7110 · Utilities								
7112 · Gas & Electric	1,174.98	0.00	0.00	0.00	0.00	0.00	178.66	1,353.64
Total 7110 · Utilities	1,174.98	0.00	0.00	0.00	0.00	0.00	178.66	1,353.64
7120 · Vehicle Expense								

Ukiah Senior Center Inc.
Profit & Loss by Class
January 2021

	Activities	Admin	Dining Room	Lunch Bunch	Outreach	Transportation	USC Thrift	TOTAL
7121 · Fuel	0.00	0.00	0.00	0.00	0.00	630.24	0.00	630.24
7122 · Maintenance	0.00	0.00	0.00	0.00	0.00	934.90	0.00	934.90
Total 7120 · Vehicle Expense	0.00	0.00	0.00	0.00	0.00	1,565.14	0.00	1,565.14
Total Expense	12,082.50	15,619.33	5,620.68	2,509.74	4,555.10	10,194.88	4,178.57	54,760.80
Net Ordinary Income	-10,642.97	-1,765.85	1,564.43	-2,509.74	299.45	1,775.02	4,206.61	-7,073.05
Other Income/Expense								
Other Income								
8001 · Unrealized Invest. Gain (Loss)	0.00	-980.10	0.00	0.00	0.00	0.00	0.00	-980.10
9000 · Interest Income	0.00	2.47	0.00	0.00	0.00	0.00	0.00	2.47
Total Other Income	0.00	-977.63	0.00	0.00	0.00	0.00	0.00	-977.63
Net Other Income	0.00	-977.63	0.00	0.00	0.00	0.00	0.00	-977.63
Net Income	**-10,642.97**	**-2,743.48**	**1,564.43**	**-2,509.74**	**299.45**	**1,775.02**	**4,206.61**	**-8,050.68**