

Windom Park Citizens in Action
Balance Sheet
As of May 31, 2021

| | May 31, 21 |
|---|-------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 110 - Checking Acct | 9,032 |
| Total Checking/Savings | 9,032 |
| Other Current Assets | |
| 1100 - Contracts Receivable | |
| 1101 - NRP Contracts Receivable | |
| 1101A - NRP 26602 | 3,228 |
| 1101B - NRP 38251 | 1,700 |
| 1101C - NRP 24530 | 5,400 |
| Total 1101 - NRP Contracts Receivable | 10,328 |
| 1102 - CPP Contracts Receivable | 12,774 |
| Total 1100 - Contracts Receivable | 23,103 |
| 1300 - Prepaid expenses | 766 |
| Total Other Current Assets | 23,868 |
| Total Current Assets | 32,901 |
| TOTAL ASSETS | 32,901 |
| LIABILITIES & NET ASSETS | |
| Liabilities | |
| Current Liabilities | |
| Other Current Liabilities | |
| 2400 - Community Garden Fund | 1,284 |
| 2500 - Advances - Mpls Contracts | |
| 2501 - Advance - CPP | 10,000 |
| 2504 - Advance - Henn Cty Welcome Pkt | 500 |
| 2505 - Advance - Henn Cty Park/Rec | 900 |
| 2506 - Advance - NRP 41244 | 233 |
| Total 2500 - Advances - Mpls Contracts | 11,633 |
| Total Other Current Liabilities | 12,917 |
| Total Current Liabilities | 12,917 |
| Total Liabilities | 12,917 |
| Net Assets | |
| 3200 - Unrestricted Net Assets | |
| 3202 - Desig. for Operating Reserve | 16,500 |
| 3209 - Unrestricted Net Assets-Remain. | 3,484 |
| Total 3200 - Unrestricted Net Assets | 19,984 |
| Total Net Assets | 19,984 |
| TOTAL LIABILITIES & NET ASSETS | 32,901 |

Windom Park Citizens in Action
Budget vs Actual
 May 2021

| | LAST MONTH | | | YEAR-TO-DATE | | | ANNUAL |
|---|--------------|--------------|--------------|---------------|---------------|----------------|---------------|
| | Apr 21 | Budget | Difference | July - Apr | YTD Budget | Difference | Total Budget |
| Income | | | | | | | |
| 401 · Contributions-Individual | - | - | - | - | 100 | (100) | 100 |
| 402 · Contributions-Corporate | 5 | - | 5 | 5 | 100 | (95) | 100 |
| 404 · Contributions-Government | 4,110 | 4,914 | (804) | 62,240 | 54,056 | 8,184 | 58,970 |
| 470 · PPP Forgivable Expenses Earned | - | - | - | 5,151 | - | 5,151 | - |
| Total Income | 4,115 | 4,914 | (799) | 67,396 | 54,256 | 13,140 | 59,170 |
| Expense | | | | | | | |
| 500 · Personnel Expenses | | | | | | | |
| 501 · Wages | 1,911 | 2,077 | (166) | 22,661 | 24,923 | (2,262) | 27,000 |
| 503 · Payroll Tax-FICA/Med Match | 146 | 154 | (8) | 1,757 | 1,846 | (90) | 2,000 |
| 504 · State Unemployment | 4 | 5 | (1) | 46 | 55 | (9) | 60 |
| 510 · Payroll Services | 122 | 173 | (51) | 1,430 | 1,385 | 46 | 1,500 |
| Total 500 · Personnel Expenses | 2,184 | 2,409 | (225) | 25,895 | 28,209 | (2,314) | 30,560 |
| 700 · Occupancy/General Exps | | | | | | | |
| 701 · Rent | 400 | 400 | - | 4,800 | 4,800 | - | 4,800 |
| 702 · Telephone | 125 | 125 | 0 | 1,370 | 1,375 | (5) | 1,500 |
| 703 · Office Supplies | - | 40 | (40) | - | 455 | (455) | 500 |
| 705 · Insurance | - | 270 | (270) | 1,213 | 1,800 | (587) | 1,800 |
| 707 · Equipment Rental | - | - | - | - | 150 | (150) | 200 |
| 820 · Memberships | 50 | - | 50 | 75 | 100 | (25) | 100 |
| 821 · Printing and Reproduction | 950 | 917 | 33 | 10,602 | 10,083 | 519 | 11,000 |
| 823 · Advertising | - | - | - | 99 | 200 | (101) | 200 |
| 824 · Repairs and Maintenance | - | - | - | - | 75 | (75) | 100 |
| 841 · Accounting | - | - | - | 1,720 | 1,450 | 270 | 1,900 |
| 842 · Internet/Website | 16 | 83 | (67) | 495 | 917 | (422) | 1,000 |
| 866 · Bank Service Charges | 2 | - | 2 | 21 | 10 | 11 | 10 |
| Total 700 · Occupancy/General Exps | 1,543 | 1,835 | (292) | 20,396 | 21,415 | (1,019) | 23,110 |
| 800 · Program Expenses | | | | | | | |
| 815 · Community Outreach | 65 | 250 | (185) | 7,680 | 2,750 | 4,930 | 3,000 |
| 850 · Program Supplies | 320 | 125 | 195 | 12,028 | 1,375 | 10,653 | 1,500 |
| 861 · Child Care | - | 35 | (35) | - | 365 | (365) | 400 |
| 862 · Small Area Plan | - | - | - | - | 150 | (150) | 200 |
| 865 · Meeting Expense | - | 40 | (40) | 512 | 360 | 152 | 400 |
| Total 800 · Program Expenses | 385 | 450 | (65) | 20,220 | 5,000 | 15,220 | 5,500 |
| Total Expense | 4,112 | 4,694 | (582) | 66,510 | 54,624 | 11,887 | 59,170 |
| Net Income | 3 | 220 | (217) | 885 | (368) | 1,253 | - |

Windom Park Citizens in Action
Checking Account Transactions - Last Month
May 2021

| Type | Date | Num | Name | Memo | Account | Class | Debit | Credit |
|-----------------|------------|---------|-----------------|-----------------------|----------------------------------|-----------------------------|----------|----------|
| Check | 05/07/2021 | Auto | ADP | | 110 · Checking Acct | | | 61.20 |
| | | | ADP | ADP payroll | 510 · Payroll Services | CPP:03-Prof. Services | 61.20 | |
| | | | | | | | 61.20 | 61.20 |
| General Journal | 05/14/2021 | payroll | | Wages - Gayle | 501 · Wages | CPP:01-Staff | 955.60 | |
| | | | | Payroll Taxes - Gayle | 503 · Payroll Tax-FICA/Med Match | CPP:01-Staff | 73.11 | |
| | | | | Payroll Taxes - Gayle | 504 · State Unemployment | CPP:01-Staff | 1.95 | |
| | | | | ADP - cash needed | 110 · Checking Acct | | | 779.26 |
| | | | | ADP - cash: taxes | 110 · Checking Acct | | | 251.40 |
| | | | | | | | 1,030.66 | 1,030.66 |
| Deposit | 05/21/2021 | | | Deposit | 110 · Checking Acct | | 470.00 | |
| | | | | Taylor St. garden | 2400 · Community Garden Fund | Community Garden | | 470.00 |
| | | | | | | | 470.00 | 470.00 |
| Check | 05/21/2021 | Auto | ADP | | 110 · Checking Acct | | | 61.20 |
| | | | ADP | ADP payroll | 510 · Payroll Services | CPP:03-Prof. Services | 61.20 | |
| | | | | | | | 61.20 | 61.20 |
| Deposit | 05/24/2021 | | | Deposit | 110 · Checking Acct | | 5.00 | |
| | | | | Amazon Smile | 402 · Contributions-Corporate | General Fund | | 5.00 |
| | | | | | | | 5.00 | 5.00 |
| Check | 05/26/2021 | Auto | Century Link | | 110 · Checking Acct | | | 125.43 |
| | | | Century Link | | 702 · Telephone | CPP:04-Occupancy | 125.43 | |
| | | | | | | | 125.43 | 125.43 |
| General Journal | 05/28/2021 | payroll | | Wages - Gayle | 501 · Wages | CPP:01-Staff | 955.60 | |
| | | | | Payroll Taxes - Gayle | 503 · Payroll Tax-FICA/Med Match | CPP:01-Staff | 73.11 | |
| | | | | Payroll Taxes - Gayle | 504 · State Unemployment | CPP:01-Staff | 1.95 | |
| | | | | ADP - cash needed | 110 · Checking Acct | | | 779.25 |
| | | | | ADP - cash: taxes | 110 · Checking Acct | | | 251.41 |
| | | | | | | | 1,030.66 | 1,030.66 |
| Check | 05/31/2021 | EFT | MDC2000, Inc | | 110 · Checking Acct | | | 401.95 |
| | | | MDC2000, Inc | Rent | 701 · Rent | CPP:04-Occupancy | 400.00 | |
| | | | MDC2000, Inc | Bank fee | 866 · Bank Service Charges | General Fund | 1.95 | |
| | | | | | | | 401.95 | 401.95 |
| Check | 05/31/2021 | echeck | Sheryl Sukolsky | | 110 · Checking Acct | | | 132.97 |
| | | | Sheryl Sukolsky | Garden expenses | 2400 · Community Garden Fund | Community Garden | 132.97 | |
| | | | | | | | 132.97 | 132.97 |
| Check | 05/31/2021 | echeck | Chris Pratt | | 110 · Checking Acct | | | 120.00 |
| | | | Chris Pratt | Compost delivery fee | 2400 · Community Garden Fund | Community Garden | 120.00 | |
| | | | | | | | 120.00 | 120.00 |
| Check | 05/31/2021 | echeck | Andrew Emerson | | 110 · Checking Acct | | | 16.18 |
| | | | Andrew Emerson | Zoom sub. reimb. | 842 · Internet/Website | CPP:07-Commun/Outreach | 16.18 | |
| | | | | | | | 16.18 | 16.18 |
| Check | 05/31/2021 | echeck | Ryan Olsen | | 110 · Checking Acct | | | 120.03 |
| | | | Ryan Olsen | Home Security Rebate | 850 · Program Supplies | NRP 26602 - Security Rebate | 120.03 | |
| | | | | | | | 120.03 | 120.03 |

Windom Park Citizens in Action
Checking Account Transactions - Last Month
May 2021

| <u>Type</u> | <u>Date</u> | <u>Num</u> | <u>Name</u> | <u>Memo</u> | <u>Account</u> | <u>Class</u> | <u>Debit</u> | <u>Credit</u> |
|--------------|-------------|------------|---------------------------|----------------------------------|---------------------------------|-----------------------------|------------------------|------------------------|
| Check | 05/31/2021 | echeck | Lynn Cronquist | | 110 · Checking Acct | | | 200.00 |
| | | | Lynn Cronquist | Home Security Rebate | 850 · Program Supplies | NRP 26602 - Security Rebate | 200.00 | |
| | | | | | | | <u>200.00</u> | <u>200.00</u> |
| Check | 05/31/2021 | EFT | Do-Good Biz | | 110 · Checking Acct | | | 949.74 |
| | | | Do-Good Biz | Mailing - inv. #14269-01 | 821 · Printing and Reproduction | CPP:07-Commun/Outreach | 949.74 | |
| | | | | | | | <u>949.74</u> | <u>949.74</u> |
| Check | 05/31/2021 | echeck | Carol Nagan | Inv #1189-01 | 110 · Checking Acct | | | 65.00 |
| | | | Carol Nagan | Postcard layout and design - May | 815 · Community Outreach | CPP:07-Commun/Outreach | 65.00 | |
| | | | | | | | <u>65.00</u> | <u>65.00</u> |
| Check | 05/31/2021 | echeck | MN Council of non Profits | | 110 · Checking Acct | | | 50.00 |
| | | | MN Council of non Profits | Membership | 820 · Memberships | CPP:11-Development | 50.00 | |
| | | | | | | | <u>50.00</u> | <u>50.00</u> |
| TOTAL | | | | | | | <u>4,840.02</u> | <u>4,840.02</u> |