



Finance Committee Minutes

Monday, December 6, 2021

Part 1 of 3

Finance Committee Meeting Minutes

via zoom/telephone/in person
Monday, December 6, 2021

MEMBERS PRESENT: Patricia Usherwood Fitzpatrick, Eric J.T. Caballero David A. Scharoun

MEMBERS EXCUSED: Robert T. Tackman (Chair)

MEMBERS ABSENT: None

STAFF PRESENT: Carolyn D. Brown, Kathleen O'Brien, Nancy Turo

GUEST PRESENT: None

CALL TO ORDER

The December 6, 2021 Finance Committee Meeting was called to order at 4:48 pm by the Board President David Scharoun. It was noted for the record that a quorum was present.

APPROVAL OF PREVIOUS MINUTES

President Scharoun requested a motion to approve the November 2021 Finance Committee Meeting minutes. The motion was made by Eric Caballero, seconded by Patricia Usherwood Fitzpatrick, and unanimously approved.

FINANCE REPORT

Kathleen O'Brien, CFO, discussed the monthly financial statements for November 2021. The Supplemental Information was also sent to the Finance Committee members.

Ms. O'Brien stated that net income before depreciation year to date presented on page 3 is \$142,389 vs a budget of (\$171,037). The net income from normal operations presented on page 7 is \$19,251. This number is the net of "timing differences" of fixed asset purchases, revenue recognition grants and donation cost centers.

The line of credit balance at November 30, 2021 is \$0.

The indirect rate as of November 30, 2021 is 23.46%, and we are approved for 24%.

The current ratio for November 30, 2021 is 144%.
Current assets are higher than current liabilities by \$968,663.

Indirect Rate Projection

The CFO discussed the "Indirect Rate Projection" worksheet that was forwarded to the committee members. Both the shortage of employment position candidates and a possible vaccine mandate have an effect on the indirect rate. We are approved for a 24% indirect rate, and we are projecting 23.22% as of January 31, 2022 at this time. The CFO is continually monitoring this rate.

Analysis Of Self Insurance Reserve

The CFO also discussed the "Analysis of Self Insurance Reserve" that was forwarded to the committee members. Our original projection of the November 2021 balance was \$508,784, and

the actual balance is \$574,628. The CFO will be reviewing the reserve balance each month and report the status to the Executive Director.

Corporate Budget for the fiscal year February 1, 2022 – January 31, 2023

The corporate budget for the fiscal year ending January 31, 2023 was sent to the Finance Committee members, along with an Executive Summary and Memo reflecting information regarding the basis for the budget and key numbers.

The key numbers from the proposed corporate budget for the fiscal year ending are:

Revenue	\$29,985,372
Operating Income without Timing Differences	\$73,428
Net Income	\$ 2,029,008
(includes fixed assets and revenue recognition grants)	

Proposed Indirect Rate	25%
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The vacancy rate of 13% was used due to the short supply of candidates and potential employees dismissed due to the vaccine mandate. Other information regarding the budget preparation was discussed.

Motion to approve the Corporate Budget for the fiscal year February 1, 2022 to January 31, 2023 was made by Patricia Usherwood Fitzpatrick, seconded by Eric Caballero, and unanimously approved.

Fiscal Policies and Procedures Manual

Also, the CFO sent a copy of the revised Fiscal Policies and Procedures manual to the Finance Committee members, along with a list of the major changes made to the manual.

The CFO discussed the major changes to the Fiscal Policies and Procedures manual. Changes are highlighted for easy identification in the manual.

The CFO also reported that December 6, 2021 is the first day of the audit field work.

Motion to approve the revised Fiscal Policies and Procedures Manual was made by Eric Caballero, seconded by Patricia Usherwood Fitzpatrick, and unanimously approved.

OLD BUSINESS: None.

NEW BUSINESS:

Carolyn Brown discussed possible employee retention incentives.

OTHER BUSINESS: None.

ADJOURNMENT

At 5:18 PM, President Scharoun requested a motion to adjourn the meeting. Patricia Usherwood Fitzpatrick made the motion, seconded by Eric Caballero, and was unanimously approved.

PEACE, INC. FILE: CONTROLLER/CAPTIVE HEALTH 1021-0922/ANALYSIS OF #01-2009-00000

ANALYSIS OF SELF INSURANCE RESERVE

#01-2009-00000

ESTIMATE FOR: 10/21-9/22

REVISED

NOTE: USED 15.43% INCREASE PROPOSED BY HF&C FOR PREMIUM RATE
CLAIMS & NON-CLAIMS, STOP LOSS AND MVP FOR 10/21 - 9/22 ARE INCREASED PER HF&C
24.11775% INCREASE

PREPARED BY CFO, AGREED BY HF&C

USING: 125 -EE
11 -EE + SPOUSE
0 -EE + CHILDREN
19 FAMILY'

RESERVE CALCULATION:
MTHLY EXPENDITURES

X 3 MONTHS PER HF&C
ADM FEE MVP 3 MO @ 7362.5

177,582.70
532,748.10
22,087.50
554,835.60

30,950.40
53,037.90
4,419.83
PROJECTED

PROJECTED

ACTUAL

		PREMIUM	CLAIMS & NON-CLAIMS	STOP LOSS	MVP	#01-2009-00000	PREMIUM	CLAIMS & NON-CLAIMS	STOP LOSS	MVP	#01-2009-00000
BALANCE 7/31/21											
8/21		(171,828.86)	126,491.00	33,062.00	11,180.00	(497,381.87)	(134,602.52)	98,006.83	32,427.34	10,980.20	(490,570.02)
9/21		(171,828.86)	126,491.00	33,062.00	11,180.00	(499,573.59)	(129,904.94)	89,246.51	31,768.02	10,267.20	(489,193.23)
10/21	NEW PLAN YEAR	(184,767.07)	132,972.00	35,952.90	11,237.00	(504,178.76)	(145,928.06)	66,796.32	35,050.50	10,875.10	(522,399.37)
11/21		(184,767.07)	132,972.00	35,952.90	11,237.00	(508,783.93)	(146,770.04)	52,799.53	32,533.32	9,208.70	(574,627.86)
12/21		(184,767.07)	132,972.00	35,952.90	11,237.00	(513,389.10)					
1/22		(184,767.07)	132,972.00	35,952.90	11,237.00	(517,994.27)					
2/22		(184,767.07)	132,972.00	35,952.90	11,237.00	(522,599.44)					
3/22		(184,767.07)	132,972.00	35,952.90	11,237.00	(527,204.61)					
4/22		(184,767.07)	132,972.00	35,952.90	11,237.00	(531,809.78)					
5/22		(184,767.07)	132,972.00	35,952.90	11,237.00	(536,414.95)					
6/22		(184,767.07)	132,972.00	35,952.90	11,237.00	(541,020.12)					
7/22		(184,767.07)	132,972.00	35,952.90	11,237.00	(545,625.29)					
8/22		(184,767.07)	132,972.00	35,952.90	11,237.00	(550,230.46)					
9/22		(184,767.07)	132,972.00	35,952.90	11,237.00	(554,835.63)					
		(2,560,862.56)	1,848,646.00	497,558.80	157,204.00						
				CONTROL	(554,835.63)						

PEACE, INC.
INDIRECT RATE PROJECTION
AS OF 10/31/21

	8/31/21	9/30/21	10/31/21	BALANCE 11/30/21	12/31/21	1/31/22 FIRST	1/31/22 FINAL
1010	110,042.07	125,357.98	140,961.30	157,797.34	175,080.89	192,157.93	192,157.93
1014	-	-	-	-	-	-	-
1020	194,780.20	219,052.75	243,876.77	290,074.46	337,924.96	363,573.89	370,255.73
1030	243,413.18	279,122.57	318,342.63	355,650.20	402,451.94	436,690.76	444,681.51
1040	457,507.01	516,796.99	588,787.04	651,910.08	742,487.15	802,160.19	819,772.60
1070	119,515.88	138,006.42	156,569.77	173,017.99	197,002.12	232,644.66	237,166.27
1080	152,760.78	177,687.57	206,259.73	218,307.72	240,346.65	260,190.93	264,327.72
1090	1,117.51	1,117.51	1,117.51	1,117.51	2,817.51	9,017.51	9,017.51
	<u>1,279,136.63</u>	<u>1,457,141.79</u>	<u>1,655,914.75</u>	<u>1,847,875.30</u>	<u>2,098,111.22</u>	<u>2,296,435.87</u>	<u>2,337,379.27</u>

USING PRIOR YR %'S

DIRECT SALARIES 5,471,907.81 6,220,405.01 7,029,057.66 7,802,254.00 9,050,614.64 10,154,789.62

INDIRECT RATE 0.2338 0.2343 0.2356 0.2368 0.2318 0.2261

USING PRIOR YR %'S

LESS 2%

DIRECT SALARIES 5,471,907.81 6,220,405.01 7,048,860.39 7,805,615.87 8,940,749.09 9,924,531.21

INDIRECT RATE 0.2338 0.2343 0.2349 0.2367 0.2347 0.2314

USING MOST RECENT PAYROLL AND PROJECTING

DIRECT SALARIES 5,471,907.81 6,220,405.01 7,048,860.39 7,829,510.30 9,027,988.43 9,826,973.85 10,066,669.47

INDIRECT RATE 0.2338 0.2343 0.2349 0.2360 0.2324 0.2337 0.2322

24%

9,568,482.79

EACH 1% IS POTENTIAL LOSS \$80,000 - \$100,000

9,739,080.29

CUSHION DIR SAL

327,589.18

P.E.A.C.E., INC.
MONTHLY FINANCIAL STATEMENTS
NOVEMBER 2021

PAGE #

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3	Statement of Activities
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People's Equal Action and Community Effort, Inc.
Statement of Financial Position
As of November 30, 2021

As of
November 30, 2021

ASSETS	
CURRENT ASSETS	
Cash	\$ 1,294,586
Receivables	1,452,140
Prepaid Expenses	9,669
Inventory	301,310
Other Assets	94,162
Total CURRENT ASSETS	3,151,869
PROPERTY	
Land	204,793
Buildings	2,742,270
Leasehold Improvements	5,748,186
Vehicles	3,073,882
Equipment	1,063,056
Construction in Progress	-
Accumulated Depreciation	(10,164,124)
Total LONG TERM ASSETS	2,668,063
Total ASSETS	\$ 5,819,932

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People's Equal Action and Community Effort, Inc.
Statement of Financial Position
As of November 30, 2021

As of
November 30, 2021

LIABILITIES & NET ASSETS	
CURRENT LIABILITIES	
Accounts Payable Trade	\$ 22,296
Short Term Borrowings	-
Accrued Payroll & Related Liabilities	585,531
Accrued Compensated Absences	277,575
Accrued Expenses	7,046
Deferred Revenue	1,290,358
Deposits	400
TOTAL CURRENT LIABILITIES	2,183,206
NET ASSETS	
Without Donor Restrictions	3,353,790
With Donor Restrictions	282,936
Total LONG TERM ASSETS	3,636,726
Total LIABILITIES AND NET ASSETS	\$ 5,819,932

People's Equal Action and Community Effort, Inc.
Statement of Activities
For Ten Months Ending November 30, 2021

	Annual Budget	Year To Date Budget	Current Year Year To Date	Prior Year Actual Year To Date
REVENUE:				
Direct Contributions & Fundraising	\$ 142,500	\$ 130,083	\$ 138,870	\$ 102,298
Government Agencies	21,984,604	17,960,134	15,433,493	15,779,004
Rental Income	17,387	14,489	10,640	12,992
Service Fees	506,261	411,083	392,283	415,490
Service Fees - Energy & Housing Fee for Service	264,449	220,374	50,544	19,583
In-Kind Revenue	3,199,243	2,666,036	6,848,027	2,846,248
Dividend, Interest & Other Income		151		122
Total	26,114,443	21,402,199	22,874,009	19,175,736
EXPENSES				
Salaries	12,691,373	10,263,647	9,026,858	9,005,332
Payroll Taxes & Fringe Benefits	3,424,156	2,799,853	2,627,750	2,482,901
Professional Fees & Contract Services	1,499,654	1,242,885	753,831	661,495
Conferences & Travel	347,535	289,895	165,733	108,107
Occupancy Costs	1,387,215	1,155,278	1,014,218	977,279
Consumable Supplies	2,534,125	2,113,653	1,243,563	1,265,805
Equipment Expense	302,164	251,803	293,709	393,133
Insurance	369,183	307,653	324,452	309,990
Telephone	178,701	148,917	139,504	161,941
Printing, Postage & Dues	143,370	119,917	100,006	84,159
Vehicle Maintenance	212,749	178,024	131,901	97,957
Interest Expense	2,500	2,083	1,520	1,422
Other Costs & Loss on Disposals	53,699	33,592	60,548	54,953
In-Kind	3,199,243	2,666,036	6,848,027	2,846,248
Total	26,345,667	21,573,236	22,731,620	18,450,721
NET SURPLUS (DEFICIT)	(231,224)	(171,037)	142,389	725,015
DEPRECIATION				
Buildings & Leasehold Improvements	(205,119)	(170,933)	(182,295)	(184,736)
Equipment, Vehicles, and Software	(265,735)	(221,446)	(274,216)	(243,577)
Total	(470,855)	(392,379)	(456,511)	(428,312)
CHANGE IN NET ASSETS	\$ (702,079)	\$ (563,416)	\$ (314,123)	\$ 296,703

People's Equal Action and Community Effort, Inc.
Statement of Activities
For Ten Months Ending November 30, 2021

	Fundraising	Non-Allocable	Indirect Pool	Trans & Maint
REVENUE:				
Direct Contributions & Fundraising	25,359			
Government Agencies				
Rental Income				
Service Fees				
Service Fees - Energy & Housing Fee for Service			25,445	35,972
In-Kind Revenue		151		
Dividend, Interest & Other Income		151	25,445	35,972
Total	25,359	151	25,445	35,972
EXPENSES				
Salaries	42	811	1,229,178	
Payroll Taxes & Fringe Benefits	22	965	259,253	1
Professional Fees & Contract Services		595	56,784	3,116
Conferences & Travel		22	21,416	680
Occupancy Costs		1,008	99,997	(23,415)
Consumable Supplies		658	12,387	5,459
Equipment Expense	3,000		35,776	4,796
Insurance			25,458	10,849
Telephone			10,955	5,853
Printing, Postage & Dues			24,907	1,364
Vehicle Maintenance			2,300	(16,471)
Interest Expense		1,520		
Other Costs & Loss on Disposals	132	6,116	(1,778,413)	
In-Kind			25,445	35,972
Total	3,196	11,997	25,445	28,204
NET SURPLUS (DEFICIT)	22,163	(11,546)	0	7,768
DEPRECIATION				
Buildings & Leasehold Improvements		(175,839)		(5,339)
Equipment, Vehicles, and Software		(266,367)		(2,431)
Total	-	(442,206)	-	(7,770)
CHANGE IN NET ASSETS	22,163	(453,752)	0	(1)

(44)

People's Equal Action and Community Effort, Inc.
Statement of Activities
For Ten Months Ending November 30, 2021

	Grants	Rental Properties	Other
REVENUE:			
Direct Contributions & Fundraising			113,511
Government Agencies	15,433,493		
Rental Income		10,640	
Service Fees			392,283
Service Fees - Energy & Housing Fee for Service			50,544
In-Kind Revenue	6,774,618		11,992
Dividend, Interest & Other Income			
Total	22,208,111	10,640	568,330
EXPENSES			
Salaries	7,224,096	7,112	565,618
Payroll Taxes & Fringe Benefits	2,111,625	2,610	253,275
Professional Fees & Contract Services	688,153	71	5,111
Conferences & Travel	142,787		828
Occupancy Costs	839,969	10,745	85,913
Consumable Supplies	1,875,592		(650,533)
Equipment Expense	247,144	330	2,663
Insurance	274,030	2,647	11,468
Telephone	112,418	56	10,221
Printing, Postage & Dues	61,799		11,935
Vehicle Maintenance	129,696		16,375
Interest Expense			
Other Costs & Loss on Disposals	1,698,293	1,668	132,752
In-Kind	6,774,618		11,992
	22,180,221	25,239	457,618
NET SURPLUS (DEFICIT)	27,890	(14,599)	110,713
DEPRECIATION			
Buildings & Leasehold Improvements		(1,035)	(83)
Equipment, Vehicles, and Software		(410)	(5,008)
Total	-	(1,445)	(5,091)
CHANGE IN NET ASSETS	27,890	(16,044)	105,622

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PEACE, INC.
CURRENT RATIO
AS OF NOVEMBER 30, 2021

	CURRENT ASSETS	CURRENT LIABILITIES	CURRENT RATIO	DIFFERENCE IN DOLLARS
1/31/05	2,029,803	2,184,993	92.90%	(155,190)
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	3,531,750	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
1/31/16 FIRST CLOSE	2,312,267	1,667,694	138.65%	644,573
1/31/17 PRELIM	2,036,080	1,398,479	145.59%	637,601
1/31/18 - FIRST CLOSE	2,008,901	1,523,164	131.89%	485,737
1/31/19 FINAL	2,353,073	1,919,548	122.58%	433,525
1/31/20 FIRST CLOSE	2,283,412	1,826,420	125.02%	456,992
1/31/21 - FIRST CLOSE	2,694,357	1,556,977	173.05%	1,137,380
2/28/21				
3/31/21	3,244,586	2,170,771	149.47%	1,073,815
4/30/21	2,998,425	1,904,585	157.43%	1,093,840
5/31/21	2,696,464	1,599,652	168.57%	1,096,812
6/30/21	2,871,159	1,794,081	160.04%	1,077,078
7/31/21	2,556,664	1,550,607	164.88%	1,006,057
8/31/21	2,580,559	1,619,575	159.34%	960,984
9/30/21	2,317,468	1,376,283	168.39%	941,185
10/31/21	2,320,368	1,395,278	166.30%	925,090
11/30/21	3,151,869	2,183,206	144.37%	968,663

NOT CALCULATED AS 1/31/21 NOT CLOSED FOR FISCAL YEAR END

AS OF:

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PEACE, INC.
FINANCIAL STATEMENT NOTES AND COMMENTS
AS OF NOVEMBER 30, 2021

NOTE: Shutdown as of March 17, 2020 due to COVID-19, with the office reopen on July 6, 2020

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 November 30, 2021 is 144%, which equates to current assets \$968,663 higher than current liabilities.

NET SURPLUS (DEFICIT) BEFORE DEPRECIATION

The budgeted net income before depreciation year to date is (\$171,037) and actual is \$142,389. The change in net assets after depreciation is (\$314,123).

An overview of the components making up this \$142,389 is:

From Normal Operations:

Centro	35,513
Fundraising	22,163
Senior Nutrition	31,161
Other	2,529
Transportation & Maintenance	7,768
Energy & Housing Fee for Service	44
Indirect Cost not allowed on grant	(53,782)
Rental Properties	(14,599)
Non-Allocable	(11,546)
	<u>19,251</u>

From "Timing Differences" (over period of more than one year the net effect is \$0)

Fixed Asset Purchases	200,323
Revenue Recognition	(88,834)
Special Donation Accounts	11,649
	<u>123,138</u>
	<u><u>142,389</u></u>

TOTAL FUNDRAISING REVENUE:
 COST CENTER #100 FUNDRAISING (WITH TRANSFERS)
 SPECIAL DONATION ACCOUNTS
 MEAL CONTRIBUTIONS

25,359
 50,669
 62,842
 138,870

LINE OF CREDIT

BALANCE BEGINNING OF MONTH

\$

BALANCE AT END OF MONTH

\$

Current month interest expense

NA

Date interest paid

NA

CAPITAL IMPROVEMENT/REPAIR CASH ACCOUNT

Balance at Beginning of Month

\$

431,727.64

Balance at End of Month

\$

431,727.64

INDIRECT RATE

The final rate for year ending 1/31/20 IS 21.8%
 The provisional rate for 2/1/20 - 1/31/23 is 24.00%

11/21
 11/20

23.46%
 22.04%

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
2408 Head Start 2/1/21 - 1/31/22	2,645,982	9,080,015	0.29	0.2234
(In-Kind is posted in subsequent month)				

NOTE: CAN ALSO USE UPK FUNDING AS IN-KIND, NOT INCLUDED ABOVE.

4017 CSBG	5,143,340	1,594,446	3.23	N/A
NOTE: RECEIVED \$3,753,000 DONATION FROM RALPH LAUREN				
4018 CSBG	125,509	247,141	0.51	NA

ADMINISTRATIVE RATE

	HEAD START ADMIN. RATE	(NOT TO EXCEED) REQUIRED
2408 Head Start	0.11	0.15

WEATHERIZATION FEE FOR SERVICE PROGRAMS

Net income for Fee for Service programs is:

	Current Month	Year To Date
9125 Empower New York	-	44
9310 DEHS Fee for Service	-	-
9600 Multifamily Performance	-	-
	-	44

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. 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".

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF NOVEMBER 30, 2021

CC	REVENUE			NET			PROGRAM
	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	
3624 ***BBBS BNY MELLON							BBBS
3625 ***BBBS JOHN BEN SNOW	25,000	20,524					BBBS
3626 ***BBBS JOHN BEN SNOW	7,500	6,250				(4,929)	BBBS
3627 ***BBBS ARBY'S						(2,131)	BBBS
3628 ***BNY MELLON						(24,506)	BBBS
3630 ***BBBS BNY MELLON			20,000			20,000	BBBS
3658 BBBS ONONDAGA CO.	15,000	12,500		(3,437)	(2,864)		BBBS
3659 BBBS ONONDAGA CO.			15,000			(2,404)	BBBS
3660 BBBS ONONDAGA CO.			175				BBBS
3665 ***BBBS ARBY'S			29,800			24,475	BBBS
3682 ***BBBS JOHN BEN SNOW			7,500			6,852	BBBS
4017-554 CSBG	292,860	237,105	160,707				BBBS
4018-554 CSBG	16,500	13,356	41,325				BBBS
9142 BBBS UNITED WAY			7,741				BBBS
9143 BBBS UNITED WAY			2				BBBS
9144 BBBS UNITED WAY							BBBS
	356,860	289,735	286,566	(3,437)	(2,864)	16,462	
152 CAPITAL IMPROVE/REPAIR							CAPITAL IMPROVE
				(5,000)	(4,167)	(975)	
				(5,000)	(4,167)	(975)	
9082 CENTRO	506,261	411,083	390,644	46,024	37,371	35,513	CENTRO
	506,261	411,083	390,644	46,024	37,371	35,513	
3003 EARLY CHILDHOOD PATH							COMM SVC
4017-502 CSBG	208,752	169,389	51,129				COMM SVC
4017-530 CSBG	12,947	10,790	4,143,038				COMM SVC
4017-532 CSBG	179,256	146,012	1,327				COMM SVC
4017-533 CSBG	150,748	122,788	85,747				COMM SVC
4017-534 CSBG	159,897	130,034	82,732				COMM SVC
4017-535 CSBG	81,538	66,396	96,776				COMM SVC
4017-536 CSBG	150,521	122,330	51,691				COMM SVC
			86,269				COMM SVC

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PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF NOVEMBER 30, 2021

CC	REVENUE			NET			PROGRAM
	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	
4017-537 CSBG	160,026	130,501	301,484				COMM SVC
4018-502			100,396				COMM SVC
4018-530			459				COMM SVC
4018-532			18,868				COMM SVC
4018-533			21,124				COMM SVC
4018-534			15,812				COMM SVC
4018-535			11,206				COMM SVC
4018-536			20,841				COMM SVC
4018-537			38,010				COMM SVC
4137 ***KEY BANK EITC				(3,518)	(2,931)		COMM SVC
4169 ESPRI ESFR			97,540				COMM SVC
4178 CWFRC HEALTH FOUND	12,303	10,253	12,044				COMM SVC
4183 EITC UNITED WAY			15,604				COMM SVC
4184 COMM FOUND PMF	5,000	4,167					COMM SVC
4185 CDBG - DUNK YOUR JUNK	15,802	13,168	11,805				COMM SVC
4189 CSBG CARES	1,027,263	844,822	695,967				COMM SVC
4190 FSD COMMUNITY FOUND			2,599				COMM SVC
4191 HPNAP FOOD BANK	51,762	42,581	22,848				COMM SVC
4193 ***KEY BANK KYI ESFR				26,000	26,000	98,625	COMM SVC
4194 SCSD ESFR/WSFR	53,667	43,579		(5,182)	(4,186)	(2,085)	COMM SVC
4196 EITC UNITED WAY	110,000	89,305				(767)	COMM SVC
4197 ***SPECTRUM HMD			58,856				COMM SVC
4198 HOUSING VISIONS			118,615			(4,116)	COMM SVC
4199 VERA HOUSE CEFRC			12,951				COMM SVC
4200 ***ST. AUGUSTINE'S			6,675				COMM SVC
4201 FOOD BANK			700				COMM SVC
4203 SCSD ESFR ALT			17,651			286	COMM SVC
4206 ONONDAGA CNTY GUN VIOL			12,194			(1,818)	COMM SVC
4207 EITC COOP & COMM FOUND			113				COMM SVC
5105 ***DSRIP/VBP			7,647				COMM SVC
5106 KRESGE FOUND				(217,500)	(181,250)	(48,478)	COMM SVC
5107 VBP FOOD PROJ	58,579	48,816	8,767	(8,794)	(5,820)	(1,524)	COMM SVC
5109 ***CNYCC FPPP COVID				(167,276)	(138,906)	(4,441)	COMM SVC
5110 ***ARISE FOOD INSEC			27,000			(77,050)	COMM SVC
						27,000	COMM SVC

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PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF NOVEMBER 30, 2021

CC	REVENUE			NET			PROGRAM
	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	
	2,438,062	1,994,927	6,256,484	(376,269)	(307,093)	(14,368)	
9015 CEFRC			250			250	DONATIONS
9260 FGP RECOGNITION			100			(6)	DONATIONS
9500 MISC - HS			162			(440)	DONATIONS
9506 FOOD PANTRY			610			(1,286)	DONATIONS
10802 HS B'VILLE			669			117	DONATIONS
10804 HS JORDAN						(204)	DONATIONS
10805 HS LIVERPOOL			1,020			410	DONATIONS
10810 HS LAFAYETTE						(202)	DONATIONS
10823 CSFRC			2,610			1,360	DONATIONS
10829 BOWL BBBS			7,500			(4,696)	DONATIONS
10830 EASTWOOD SENIOR CENTER						(14)	DONATIONS
10832 COMMUNITY DEVELOPMENT						(144)	DONATIONS
10834 CS CROP WALK						(243)	DONATIONS
10835 CW EMERGENCY						(400)	DONATIONS
10838 SENIOR SERVICES			20			20	DONATIONS
10842 COUNTY WEST KIDZ RULE						(497)	DONATIONS
10844 ESFRC COORDIN						(51)	DONATIONS
10850 EASTWOOD SENIOR CENTER						704	DONATIONS
10854 BBBS OTHER			778			46	DONATIONS
10856 CSFRC			4,408			(195)	DONATIONS
10860 GIVE A HOLIDAY			1,425			7,740	DONATIONS
10864 DONATION PROG/KIDS			10,000			(250)	DONATIONS
10866 TRANSPORTATION						(127)	DONATIONS
10867 FSD LUNCH & LEARN			20			(1,500)	DONATIONS
10868 EMPLOYEE EMERG						40	DONATIONS
10869 EITC PROGRAM						(14)	DONATIONS
10875 SSFRC SENIORS						(185)	DONATIONS
10876 HOLIDAY APPEAL						(2,044)	DONATIONS
10877 BBBS COUNTRY RUN						1,800	DONATIONS
10878 BBBS SCHOLARSHIP			2,500			70	DONATIONS
10879 CSFRC DOMES VIOL			520				

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PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF NOVEMBER 30, 2021

CC	REVENUE			NET			PROGRAM
	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	
10880 CWERC COORD SPECIAL			2,336			(2,427)	DONATIONS
10881 A CAUSE TO CELEBRATE						(640)	DONATIONS
10883 BBBS GOLF TOURN			15,700			9,565	DONATIONS
			50,669			6,559	
9125 EMPOWER	150,043	125,036	50,544	(1,671)	1,000	44	E&H FFS
9310 DEHS FEE FOR SERVICE	109,406	91,172	-	18,747	16,819		E&H FFS
9600 MULTI FAMILY PERF	5,000	4,167		419	349		E&H FFS
	264,449	220,374	50,544	17,495	18,167	44	
3901 ECC OFA	25,000	20,367	24,800				EASTWOOD
3902 ECC OFA			317				EASTWOOD
3903 ECC OFA			26,575			26,575	EASTWOOD
4202 ECC DEFRANCISCO	200,432	163,397	118,353				EASTWOOD
4017-584 CSBG			32,189				EASTWOOD
4018-584 CSBG	275,432	183,764	202,234			26,575	EASTWOOD
3327 FGP CNCS	447,841	363,696	207,068				FGP
3328 FGP CNCS			98,916				FGP
3366 ELMCREST			148				FGP
3494 NYS OFFICE FOR THE AGING	5,778	4,815					FGP
3495 NYS OFFICE FOR THE AGING			5,635				FGP
	453,619	368,511	311,767			-	
1700 FOOD SERVICES			11,992				FOOD SVC
3237 FSD OFA	642,038	535,032	363,379	(70,000)	(56,826)		FOOD SVC
3238 FSD OFA			112,182			(31,681)	FOOD SVC
4017-581 CSBG	125,656	101,573	30,069				FOOD SVC
4018-581 CSBG							FOOD SVC

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF NOVEMBER 30, 2021

CC	REVENUE			NET			PROGRAM
	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	
9360 FOOD SERV - MEAL CONTR	70,000	58,333	62,842	70,000	58,333	62,842	FOOD SVC
	837,694	694,938	580,463		1,507	31,161	
100 FUNDRAISING	72,500	71,750	25,359	43,214	43,400	22,163	FUND
	72,500	71,750	25,359	43,214	43,400	22,163	
3101 HTFC - P PLUS	958,333	796,582	3,689	44,359	36,872		HCR
3131 DHCR - LANDLORD CONTR			1,639			1,639	HCR
3187 HCR 5/31/20	2,341,331	1,907,903	450,143	(37,338)	(37,338)	50,766	HCR
3189 HCR 3/1/22			1,177,005			(38,993)	HCR
	3,299,664	2,704,485	1,632,476	7,021	(466)	13,412	
2022 CACFP			73,349			-	HS
2097 CACFP	458,132	381,013	171,875				HS
2098 CACFP			147,351				HS
2205 ***GRO MORE GARDEN				(2,400)	(2,000)	(1,029)	HS
2208 HS/EHS COVID 19			41,906				HS
2209 HS/EHS ARP			187,193				HS
2210 HS/EHS COVID 19			33,158				HS
2407 HEAD START	15,803,589	12,941,606		60,000	60,000		HS
2408 HEAD START			11,499,080				HS
2457 HS T&TA	106,150	88,458					HS
2458 HS T&TA			68,447				HS
2557 EHS T&TA	70,651	58,876					HS
2558 EHS T&TA			23,135				HS
2607 ***SCSD UPK	950,400	771,597	393,809				HS
2608 SYRACUSE UPK			248,396				HS
2907 LIVERPOOL UPK	42,500	34,511	18,750				HS
2908 LIVERPOOL EPK			8,109				HS
	17,431,422	14,276,062	12,914,559	57,600	58,000	(1,029)	
1010 MAIN OFFICE			21,494	(206,475)	(172,062)	(156,037)	INDIRECT POOL
1014 SUPPLEMENTAL COSTS				(90,109)	(75,091)		INDIRECT POOL
1020 EXECUTIVE OFFICE				(358,730)	(290,760)	(267,578)	INDIRECT POOL

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PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF NOVEMBER 30, 2021

CC	REVENUE			NET			PROGRAM
	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	
1030 HR				(508,284)	(413,433)	(354,062)	INDIRECT POOL
1040 FISCAL				(825,704)	(668,318)	(647,165)	INDIRECT POOL
1070 MIS			3,951	(234,786)	(191,020)	(173,781)	INDIRECT POOL
1080 PROGRAM OVERSIGHT				(356,563)	(288,580)	(236,437)	INDIRECT POOL
1090 BOARD OF DIRECTORS				(20,800)	(16,604)	(1,901)	INDIRECT POOL
1095 INDIRECT POOL ALLOCATION			25,445	2,601,452	2,115,870	1,836,962	INDIRECT POOL
				0			
150 NON-ALLOCABLE			151	(12,800)	(10,667)	(11,546)	NON-ALLOC
153 NON-ALLOCABLE DEPREC	3,165	2,637		(461,446)	(384,538)	(442,206)	NON-ALLOC
	3,165	2,637	151	(474,246)	(395,205)	(453,752)	
3755 OPWDD			1,759				PROJ CONN
3756 OPWDD	71,634	58,129	7,164				PROJ CONN
3757 OPWDD			43,832				PROJ CONN
4017-552 CSBG	35,945	29,954	13,142				PROJ CONN
4018-552	107,579	88,083	2,016				PROJ CONN
			67,912				
3485 OFA N'HOOD ADV			5,921				PROJ ROSE
3486 OFA EISEP	41,000	33,261	7,243				PROJ ROSE
3487 OFA N'HOOD ADV	44,265	35,860	14,893				PROJ ROSE
3488 OFA EISEP			36,859				PROJ ROSE
4017-311 CSBG	15,086	12,240	3,690				PROJ ROSE
4018-311	100,351	81,361	829				PROJ ROSE
			69,435				
7020 TULLY	4,800	4,000	4,000	1,158	965	1,880	RENTALS
7042 TULLY - ARISE	6,528	5,440	5,440	4,889	4,074	4,397	RENTALS
7065 SSFRC - PEACEMAKERS	3,659	3,049		1,133	944		RENTALS
7070 EFRC -BABY B.A.C.K.	2,400	2,000	1,200	712	594	761	RENTALS
7120 BASSETT - SYR PRE-K	17,387	14,489	10,640	(27,372)	(18,643)	(23,082)	RENTALS
				(14,480)	(12,066)	(16,044)	

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF NOVEMBER 30, 2021

CC	REVENUE			NET			PROGRAM
	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	
1500 TRANSPORTATION			35,972				(1) TRANS & MAINT
1600 MAINTENANCE			35,972				(1) TRANS & MAINT
9818 YEAR END ACCRUALS			(37,312)			20,158	Y/E ACCRUALS
MINOR DIFF			(37,312)			20,158	
	26,114,443	21,402,199	22,874,008.87	(702,079)	(563,416)	(314,123)	
	26,114,443	21,402,199	22,874,008.87	(702,079)	(563,416)	(314,123)	
			0	0	(1)	0	

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P.E.A.C.E., INC.
SUPPLEMENTAL FINANCIAL INFORMATION
PREPARED FOR FINANCE COMMITTEE
AS OF NOVEMBER 30, 2021

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.
Finance Committee meetings were held remotely during covid 19 period.

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

%

GUIDE - % OF ALL REVENUE

22,874,009

0%

15% - 30%

BANK ACCOUNTS

BANK	DESCRIPTION	G/L ACCT #	BALANCE AT MONTH END	MONTH LAST RECONCILED
KEY BANK	Operating	01-1000-00000	771,935.89	11/21
KEY BANK	DHCR Landlord Contr.	01-1004-00000	3,215.89	10/21
M&T	Operating for HS	01-1010-00000	23,581.25	11/21
KEY BANK	Capital Improvement/Repair Account	01-1012-00000	431,727.64	10/21
KEY BANK	Health Captive Account	01-1015-00000	57,050.58	10/21
All Petty Cash			7,075.00	
			<u>1,294,586.25</u>	

NOTE: The two main operating accounts for Key Bank 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. Petty cash are reconciled quarterly.

NOTE:

Due to social distancing for COVID 19, Finance Committee meetings are held remotely. Therefore, there may not be a member present to sign the reconciliations. Note that there are no Finance Committee Meetings in July or August.

OPERATING CASH ACCOUNTS:

	REVIEWER	7/21	8/21	9/21	10/21
KEY BANK	Bob Tackman				
M&T	Bob Tackman				

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.

CREDIT CARD STATEMENTS:

NOT APPLICABLE DURING THE SUMMER MONTHS OF JULY AND AUGUST

KEY BANK (OPERATING AND DMV)
GENERAL PURCHASES

1720 AND -9177

Patricia Usherwood

HOME DEPOT

-5148

Dave Scharoun

USED BY E&H, MAINTENANCE

Note: Staff member responsible for Home Depot 12/20 reconciliation is not in office today. Will submit next month

WEGMANS

VARIOUS

Patricia Usherwood

USED BY HEAD START, FOOD SERVICES

WEX

-4050-6

Eric Caballero

USED BY VARIOUS DIRECTORS - OIL CHANGES

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.

NOTE: There has been no review of items below as meetings are not held during the months of July and August. Since the inception of COVID 19, there have been no onsite Finance Committee meetings

OTHER TO REVIEW:

FINANCE
COMMITTEE
REVIEW

Cost Allocation

12/9/19

NYS Vendor Responsibility Questionnaire (semi-annual)
Copy available for review

3/11/19

Cash Receipts - periodic

9/10/18

Cash Disbursements - periodic

5/18/2016

AGED ACCOUNTS RECEIVABLE AS OF OCTOBER 31, 2021

	TOTAL	CURRENT	1-30	31-60	61-90	90 +
See statement Attached.	1,295,336	1,251,047	5,216		8,425	18,074
	100%	97%	0%		1%	1%

Description of items over 90 days old - see attached for information

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 NOVEMBER 30, 2021

M&T BANK

	TOTAL	CURRENT	1-30	31-60	61-90	OVER 90
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%

None

of invoices over 90 days old 0

KEY BANK

%

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 proposed Corporate Budget for the fiscal year ending January 31, 2023 was previously forwarded, along with an Executive Summary and Memo of highlights. The CFO will review the budget with the Finance Committee members. It will then be forwarded to the Board for approval at the January 2022 meeting.

The revised Fiscal Policies and Procedures manual was previously forwarded to the committee members, along with highlights. The CFO will discuss changes which are highlighted in the manual. The manual will then be forwarded to the Board, who will approve at the January 2022 meeting.

The CFO will discuss the updated analysis of the projected indirect rate for the fiscal year ending January 31, 2022

The CFO will also discuss the analysis of the Captive Health reserve vs the projected reserve.

LEGAL

On 7/26/21 PEACE, Inc. was served with a summons of complaint from Steven Malone (Plaintiff) against Big Brothers Bis Sisters of America, BBBS of Oneida County, BBBS of Mohawk Valley, Inc. and PEACE, Inc. pursuant to the New York's Child Victims Act for allegations of events from 1973 - 1975.

PEACE, Inc. began it's BBBS program in 1980, several years after the date of activities alleged by the plaintiff. PEACE, Inc. was not involved in this incident, as we did not have a program at that time.

Hartford Insurance has found an old policy from 1978 that might cover claim should the need arise. Our attorney has sent a request for an extension until 10/14/21.

We are still researching the insurance coverage for this time period. John Bruzdinski provided Lindsey Hazelton the legal counsel for BBBSA for her to contact.

PEACE, Inc. forwarded information from a 1993 annual report to L. Hazelton that the PEACE, Inc. BBBS program started in the 1980's.

In November 2021 we received a notice from EEO in Buffalo on a discrimination claim. Our attorneys are sending out a response the week of November 8, 2021. It has been reported as a notice only claim to Philadelphia.

TRIAL BALANCE AS OF OCTOBER 31, 2021

Balance of Trial Balance at month end (should be \$0)

Verified by CFO is \$0

FISCAL 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

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

If not, explain:

Yes

REQUIRED TAX FILINGS

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

Yes

CASH FORECAST

The CFO will prepare cash forecasts as needed.

MEAL COUNTS - NOVEMBER 2021

Breakfast	3,159
Lunch	3,247
Snack	2,957
Total Attended	3,508

**BALANCE AT
10/31/21**

③

**368.85 OSWEGO CO WAITING FOR APPROVAL,
TOLD WILL PROCESS SOON**

PEACE, INC.
ACCOUNTS RECEIVABLE
AS OF OCTOBER 31, 2021

INCLUDE IN		ACCT DESCRIPTION	BALANCE AT 10/31/21				
ACCT #	A/R PROJECT		CURRENT	1-30	31-60	61-90	OVER 90
01-1100-00000	3860 ONONDAGA OFA		178.30	-	-	-	-
01-1100-00000	3756 OPWDD		-	-	-	-	-
01-1100-00000	3757 OPWDD PROJ CONNECTION		-	-	-	-	-
01-1100-00000	3902 ONONDAGA COUNTY OFA		-	-	-	-	-
01-1100-00000	3903 COUNTY OF ONONDAGA OFA		322.13	-	-	-	-
01-1100-00000	4017 CSBG		177,360.08	-	-	-	-
01-1100-00000	4018 CSBG		122,228.45	-	-	-	-
01-1100-00000	4167 CSBG RE-ENTRY		-	-	-	-	-
01-1100-00000	4169 ESPRI/HOPE DUNK YOUR JUNK		-	-	-	-	-
01-1100-00000	4169 ESPRI/HOPE DESFRC DUNK JUNK		-	-	-	-	-
01-1100-00000	4185 CDBG DUNK YOUR JUNK		-	-	-	-	-
01-1100-00000	4191 HPNAP		-	-	-	-	-
01-1100-00000	4194 SCSD ESFRC		-	-	-	-	-
01-1100-00000	4196 UNITED WAY EITC		2,151.79	-	-	-	-
01-1100-00000	4198 HOUSING VISIONS		348.88	-	-	-	-
01-1100-00000	4199 VERA HOUSE		1,018.37	-	-	-	-
01-1100-00000	4201 HAPNAP		-	-	-	-	-
01-1100-00000	4202 ECC DEFRANCISCO		26,575.00	-	-	-	-
01-1100-00000	4203 ESFRC/WSFRC SCSD ALTER		7,423.86	-	-	-	-
01-1100-00000	4899 COVID-19		-	-	-	-	-
01-1100-00000	5106 KRESGE		11.36	-	-	-	-
01-1100-00000	7020 TULLY		-	-	-	-	-
01-1100-00000	7070 ESFRC BABY BACK		-	-	-	-	-
01-1100-00000	9082 CENTRO		77,300.95	-	-	-	-
01-1100-00000	9125 EMPOWER		19,043.48	-	-	-	-
01-1100-00000	9143 UNITED WAY		2,691.70	-	-	-	-
01-1100-00000	9144 UNITED WAY		3.69	-	-	-	-
				(18.63)	3,041.51		

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PEACE, INC.

ACCOUNTS R

AS OF OCTOBER

BALANCE A

OVER 90

61-90

31-60

1-30

CURRENT

INCLUDE IN

A/R PROJECT

ACCT DESCRIPTION

01-1100-0000
9310 DEHS FEE FOR SERVICE

01-1100-00000 9818 Y/E ACCRUALS 1/31/21

01-1100-00000 10882 VOLL FOUND

01-1103-00000

01-1215-00000	PAYROLL SUSPENSE
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1.295.336,49	-	1.251.046,77	5.215,61	12.575,27	8.424,79	18.074,05
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	1.295.336,00
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0.49