

Finance Audit Committee Minutes

Monday, September 11, 2023

12:15 PM

via zoom/telephone/in person

MEMBERS PRESENT: Robert T. Tackman (Chair), Patricia Usherwood Fitzpatrick,
Eric J.T. Caballero

MEMBERS EXCUSED: None

MEMBERS ABSENT: None

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

GUESTS PRESENT: None

CALL TO ORDER

The September 11, 2023 Finance Committee meeting was called to order at 12:20 PM by Committee Chair Robert Tackman. It was noted for the record that a quorum was present.

APPROVAL OF PREVIOUS MINUTES

Patricia Usherwood Fitzpatrick made a motion to approve the June 2023 Finance Committee Meeting minutes; the motion was seconded by Robert Tackman, and unanimously approve.

FINANCE REPORT

Kathleen O'Brien, CFO, discussed the monthly financial statements for August 2023. Ms. O'Brien stated that net income before depreciation year to date presented on page 3 is \$193,278 vs a budget of \$800,491. The CFO mentioned that there have not been many fixed assets purchased as yet in the new fiscal year. The net income after depreciation is (\$128,101).

The current ratio as of August 31, 2023 is 157%, which equates to current assets being \$1,166,007 higher than current liabilities.

The net income from normal operations presented on page 7 is (\$93,110). This number is the net of "timing differences" of fixed asset purchases, revenue recognition grants and donation cost centers.

Incentive payments made at the beginning of the fiscal year were posted to grants that required that they be closed out. Therefore, we were not able to post indirect cost differences to those grants. Also, we have \$32,510 in expenses due to the sale of 811 E. Washington St. and purchase of 717 Erie Blvd W.

The line of credit balance at August 31, 2023 is \$0.

The indirect rate as of August 31, 2023 is 23.27%, and we are approved for 24%.

The Supplemental Financial Information will be forwarded to the Finance Committee members when it is completed.

CAPTIVE HEALTH RESERVE

The CFO discussed the balance in the Captive Reserve account. The target balance is \$437,646, and the current balance at August 31, 2023 is \$396,147. The CFO stated that this appears to be in a reasonable range of the targeted amount.

FUNDS INVESTMENT

The CFO discussed the Overview of Funds from the sale of 811 E. Washington St. and the purchase of 717 Erie Blvd. West. This report was forwarded to the Finance Committee members.

A discussion followed regarding possible investment of excess funds. This decision would be a joint decision with the Executive Committee.

In prior months we had approached the following information sources:

- Rachel Galusha, Key Bank
- Information from Robert Tackman
- Robert Fenner, Citizens Bank
- The Bonadio Group
- Heather Sunser, Barclay Damon
- Community Foundation

It was suggested that after the Executive Committee was informed, we could contact specific organizations to give a presentation to the Finance Committee/Board.

Other items to consider in this decision were discussed that included:

- Potential capital improvements on other buildings
- Facilities Assessment
- Fund balance to cover receivables due from vendors

ADDITIONAL BANK SIGNER

The CFO proposed to the Finance Committee members that Brenda Curinga be added as an additional signer for the Key Bank operating account.

A motion was made by Eric Caballero, seconded by Robert Tackman, to recommend that Brenda Curinga be added as an additional signer for the Key Bank operating account. The motion was unanimously approved.

This recommendation will be forwarded to the full Board at their September 25, 2023 meeting, for their approval.

OLD BUSINESS: None

NEW BUSINESS: None

OTHER BUSINESS: None

ADJOURNMENT

The meeting adjourned at 12:40 PM.

PEACE, INC.

OVERVIEW OF FUNDS FROM:

SALE OF 811 E. WASHINGTON ST.

PURCHASE OF 717 ERIE BLVD W

	811 E WASHINGTON	717 ERIE BLVD W	TOTAL
	3198	3199	
AT 1/31/23:			
REVENUE	2,200,000	-	2,200,000
EXPENSES	(71,333)	(39,491)	(110,824)
AT 8/31/23:			
EXPENSES	(6,632)	(25,878)	(32,510)
FIXED ASSETS:			
LAND		(189,360)	(189,360)
BUILDING		(613,788)	(613,788)
LEASEHOLD IMPROVE		(8,200)	(8,200)
EQUIPMENT		(8,786)	(8,786)
CONSTR IN PROGRESS		(277,043)	(277,043)
NET	<u>2,122,035</u>	<u>(1,162,546)</u>	<u>959,489</u>

HAYLOR PROPOSED RATES
12 MTH AVG PREMIUM
12 MTH AVG COST

RESERVE CALCULATION:
MONTHLY EXPENDITURES

X 3 MONTHS PER HF&C
ADM FEE MVP 3 MO @ 9,800

PREPARED BY CFO, AGREED BY HF&C

104,340.60
35,854.20
15,788.64
155,983.44

05 -EE
20 -EE + SPOUSE
0 -EE + CHILDREN
6 FAMILY

PROJECTED

[illegible][illegible]

ESTIMATED RESERVE OVER TARGET

P.E.A.C.E., INC.
MONTHLY FINANCIAL STATEMENTS
AUGUST 2023

PAGE #

1 **Statement of Financial Position**

3 **Statement of Activities**

6 **Current Ratio**

7 **Comments**

11 **Comparative Information By Program**

People's Equal Action and Community Effort, Inc.
Statement of Financial Position
As of August 31, 2023

As of
August 31, 2023

ASSETS	
CURRENT ASSETS	
Cash	\$ 1,862,415
Receivables	973,842
Prepaid Expenses	25,338
Inventory	266,604
Other Assets	99,260
Total CURRENT ASSETS	3,227,459
LONG TERM ASSETS	
Long Term Right of Use Leases	1,605,212
Total LONG TERM ASSETS	1,605,212
PROPERTY	
Land	352,153
Buildings	3,138,059
Leasehold Improvements	5,865,047
Vehicles	3,223,398
Equipment	1,501,432
Construction in Progress	449,126
Accumulated Depreciation	(10,597,450)
Total LONG TERM ASSETS	3,931,763
Total ASSETS	\$ 8,764,434

People's Equal Action and Community Effort, Inc.
Statement of Financial Position
As of August 31, 2023

As of
August 31, 2023

LIABILITIES & NET ASSETS	
CURRENT LIABILITIES	
Accounts Payable Trade	\$ 15,003
Short Term Borrowings	
Accrued Payroll & Related Liabilities	407,336
Accrued Compensated Absences	248,302
Accrued Expenses	37,881
Deferred Revenue	824,314
Short Term Lease Liability	528,216
Deposits	400
TOTAL CURRENT LIABILITIES	2,061,452
LONG TERM LIABILITIES	
Lease Liability	1,089,371
	1,089,371
NET ASSETS	
Without Donor Restrictions	2,057,565
With Donor Restrictions	3,556,046
Total LONG TERM ASSETS	5,613,611
Total LIABILITIES AND NET ASSETS	\$ 8,764,434

People's Equal Action and Community Effort, Inc.
Statement of Activities
For Seven Months Ending August 31, 2023

	Annual Budget	Year To Date Budget	Current Year Year To Date	Prior Year Actual Year To Date
REVENUE:				
Direct Contributions & Fundraising	\$ 101,880	\$ 49,180	\$ 117,657	\$ 110,451
Government Agencies	25,190,473	14,694,442	11,980,472	11,568,864
Rental Income	13,758	8,026	7,216	6,811
Service Fees	519,753	303,189	184,381	360,266
Service Fees - Energy & Housing Fee for Service	209,893	122,438	37,649	6,418
In-Kind Revenue	3,322,310	1,938,014	2,785,255	2,247,547
Dividend, Interest & Other Income			9,180	257
Total	29,358,067	17,115,288	15,121,810	14,300,614
EXPENSES				
Salaries	13,045,562	7,552,314	6,667,453	6,630,116
Payroll Taxes & Fringe Benefits	3,596,990	2,084,494	1,846,871	1,941,457
Professional Fees & Contract Services	2,105,417	1,228,159	582,347	572,844
Conferences & Travel	331,200	191,916	149,720	142,462
Occupancy Costs	1,645,773	960,032	829,533	848,733
Consumable Supplies	2,393,210	1,391,771	1,165,722	1,077,887
Equipment Expense	289,982	169,155	237,309	240,515
Insurance	415,715	242,485	252,273	232,967
Telephone	206,863	120,669	147,329	127,835
Printing, Postage & Dues	122,496	70,862	72,966	96,504
Vehicle Maintenance	253,029	147,600	149,838	157,934
Interest Expense	1,000	583		
Other Costs & Loss on Disposals	245,587	216,743	41,916	41,251
In-Kind	3,322,310	1,938,014	2,785,255	2,247,547
Total	27,975,134	16,314,798	14,928,532	14,358,051
NET SURPLUS (DEFICIT)	1,382,933	800,491	193,278	(57,437)
DEPRECIATION				
Buildings & Leasehold Improvements	(217,086)	(126,633)	(138,543)	(126,991)
Equipment, Vehicles, \	(314,537)	(183,480)	(182,837)	(191,541)
Total	(531,623)	(310,113)	(321,379)	(318,532)
CHANGE IN NET ASSETS	\$ 851,310	\$ 490,378	\$ (128,101)	\$ (375,968)

People's Equal Action and Community Effort, Inc.
Statement of Activities
For Seven Months Ending August 31, 2023

	Fundraising	Non-Allocable	Indirect Pool	Trans & Maint
REVENUE:				
Direct Contributions & Fundraising	3,892			900
Government Agencies				
Rental Income				
Service Fees				
Service Fees - Energy & Housing Fee for Service			18,183	25,990
In-Kind Revenue		38		
Dividend, Interest & Other Income		38	18,183	
Total	3,892		18,183	26,890
EXPENSES				
Salaries			891,350	
Payroll Taxes & Fringe Benefits			190,305	
Professional Fees & Contract Services			48,336	2,636
Conferences & Travel			14,744	501
Occupancy Costs			76,252	(25,921)
Consumable Supplies		1,049	10,561	5,360
Equipment Expense			35,003	3,057
Insurance			18,746	8,910
Telephone			8,489	3,719
Printing, Postage & Dues			13,981	323
Vehicle Maintenance		5	743	(3,936)
Interest Expense				
Other Costs & Loss on Disposals	44	34,241	(1,308,509)	25,990
In-Kind	44	35,295	18,183	20,638
NET SURPLUS (DEFICIT)	3,848	(35,256)	0	6,252
DEPRECIATION				
Buildings & Leasehold Improvements		(132,438)		(4,550)
Equipment, Vehicles, and Software		(177,187)		(1,702)
Total	-	(309,625)	-	(6,252)
CHANGE IN NET ASSETS	3,848	(344,881)	0	-

(4)

People's Equal Action and Community Effort, Inc.
Statement of Activities
For Seven Months Ending August 31, 2023

	REVENUE:			
	Grants	Rental Properties	Other	
Direct Contributions & Fundraising				113,765
Government Agencies	11,979,572			
Rental Income		7,216		184,381
Service Fees				37,649
Service Fees - Energy & Housing Fee for Service	2,731,747			9,335
In-Kind Revenue				9,142
Dividend, Interest & Other Income				
Total	14,711,319	7,216		354,273
EXPENSES				
Salaries	5,425,810	114		350,180
Payroll Taxes & Fringe Benefits	1,503,221	31		153,315
Professional Fees & Contract Services	516,117			15,259
Conferences & Travel	133,821			653
Occupancy Costs	679,940	2,138		97,125
Consumable Supplies	1,606,331			(457,578)
Equipment Expense	194,623			4,626
Insurance	213,351	398		10,868
Telephone	126,850	92		8,179
Printing, Postage & Dues	47,155			11,507
Vehicle Maintenance	125,409			27,617
Interest Expense				
Other Costs & Loss on Disposals	1,234,327	26		81,786
In-Kind	2,731,747			9,335
Total	14,538,703	2,799		312,871
NET SURPLUS (DEFICIT)	172,616	4,417		41,402
DEPRECIATION				
Buildings & Leasehold Improvements				(1,555)
Equipment, Vehicles, and Software				(3,948)
Total	-	-		(5,503)
CHANGE IN NET ASSETS	172,616	4,417		35,899

PEACE, INC.
CURRENT RATIO
AS OF AUGUST 31, 2023

	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	1,764,019	89.37%	(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
1/31/22 - FIRST CLOSE	3,062,677	2,138,931	143.19%	923,746
1/31/23 FIRST	4,155,698	1,678,201	247.63%	2,477,497
2/28/23	NA - 1/31/23 HAS NOT BEEN CLOSED AS YET			
3/31/23	4,123,445	2,330,262	176.95%	1,793,183
4/30/23	3,728,697	1,978,907	188.42%	1,749,790
5/31/23	3,103,082	1,664,022	186.48%	1,439,060
6/30/23	3,095,409	1,939,360	159.61%	1,156,049
7/31/23	3,409,298	2,119,244	160.87%	1,290,054
8/31/23	3,227,459	2,061,452	156.56%	1,166,007

AS OF:

6

PEACE, INC.
FINANCIAL STATEMENT NOTES AND COMMENTS
AS OF AUGUST 31, 2023

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 August 31, 2023 is 157%, which equates to current assets \$1,166,007 higher than current liabilities.

NET SURPLUS (DEFICIT) BEFORE DEPRECIATION

The budgeted net income before depreciation year to date is \$800,491 and actual is \$193,278. The change in net assets after depreciation is (\$128,101).

An overview of the components making up this \$193,278 is:

From Normal Operations:

Senior Nutrition	9,984
Centro	3,848
Fundraising	6,252
Transportation & Maintenance	4,417
Rental Properties	5,193
Energy & Housing Fee for Service	(35,256)
Non-Allocable	(32,510)
(Indirect cost from incentive pays)	(16,801)
Real Estate Purchase & Sale	(38,237)
(recorded purchase revenue in prior year)	(93,110)
Other	
Indirect Cost not allowed on grant	
From "Timing Differences" (over period of more than one year the net effect is \$0)	
Fixed Asset Purchases	60,433
Revenue Recognition	(161,279)
Special Donation Accounts	(7,094)
Encumbrances and accruals from 1/31/23 unpaid	394,328
	286,388
	193,278

TOTAL FUNDRAISING REVENUE:

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

3,892
41,861
72,330
118,082

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 1/31/22 IS 23.2%

The provisional rate for 2/1/22 - 1/31/25 is 24.00%

8/23
8/22

23.27%
22.16%

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
2410 Head Start (first month in grant year - In-Kind not posted as yet)	2,303,711	6,008,335	0.38	1.2234

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

4019 CSBG	1,677,082	1,382,428	1.21	N/A
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In-Kind is posted in the subsequent month. The In-Kind reported above includes an estimated amount based on the current month.

ADMINISTRATIVE RATE

	HEAD START ADMIN. RATE	(NOT TO EXCEED) REQUIRED
2410 Head Start	0.10	0.15

WEATHERIZATION FEE FOR SERVICE PROGRAMS

Net income for Fee for Service programs is:

	<u>Current Month</u>	<u>Year To Date</u>
9125 Empower New York	-	208
9310 DEHS Fee for Service	-	4,984
	-	5,192

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 AUGUST 31, 2023

CC

BBBS

3570 BBBS OSWEGO
3571 BBBS OSWEGO
3572 BBBS OSWEGO
3623 BBBS DEPT CRIM JUST
3630 ***BBBS BNY MELLON
3631 *** BBBS BNY MELLON
3659 BBBS ONONDAGA CO.
3660 BBBS ONONDAGA CO.
3662 BBBS ONONDAGA CO.
3661 BBBS SUMMIT FCU
3665 ***BBBS ARBY'S
3666 ***BBBS ARBY'S
3667 *** BBBS JOHN BEN SNOW
3669 BBBS ARBY'S
3682 ***BBBS JOHN BEN SNOW
4019-554 CSBG
9144 BBBS UNITED WAY
9145 BBBS UNITED WAY

CAPITAL IMPROVEMENT

152 CAPITAL IMPROVE/REPAIR

CENTRO

9082 CENTRO - DISCONTINUED

COMMUNITY SERVICE & OTHER

REVENUE

ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
5,000	2,917	3,488
		900
		14,963
15,000	8,750	1,909
281,356	164,124	167,754
8,000	4,667	
		11,044
309,356	180,457	222,458

NET

ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
(1,116)	(651)	(709.14)
		14,962.57
(3,441)	(2,007)	(412.77)
(10,500)	(6,125)	(2,387.14)
(5,000)	(2,917)	5,138.41
		10,135.58
(20,057)	(11,700)	26,727.51

(6,500.00)	(5,833)	(6,500.00)
(10,000)	(5,833)	(6,500.00)

47,250	27,563	9,983.54
47,250	27,563	9,983.54

	YTD	ACTUAL
1. Total	100	100
2. Total	100	100
3. Total	100	100
4. Total	100	100
5. Total	100	100
6. Total	100	100
7. Total	100	100
8. Total	100	100
9. Total	100	100
10. Total	100	100
11. Total	100	100
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13. Total	100	100
14. Total	100	100
15. Total	100	100
16. Total	100	100
17. Total	100	100
18. Total	100	100
19. Total	100	100
20. Total	100	100
21. Total	100	100
22. Total	100	100
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89. Total	100	100
90. Total	100	100
91. Total	100	100
92. Total	100	100
93. Total	100	100
94. Total	100	100
95. Total	100	100
96. Total	100	100
97. Total	100	100
98. Total	100	100
99. Total	100	100
100. Total	100	100

NET

	ANNUAL BUDGET	YTD BUDGET
	(7,519)	(4,386)
	(8,842)	(5,158)
	(45,000)	(26,250)
	(22,588)	(13,176)
	(89,709)	(52,330)

9015 CEERC
9260 FGP RECOGNITION
9500 MISC - HS
9503 MISC - CWFRC XMAS & RENT

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF AUGUST 31, 2023

CC	REVENUE			NET		
	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
9506 FOOD PANTRY			500			(321.38)
10802 HS B'VILLE						
10803 HS JAMES ST.			285			(277.60)
10804 HS JORDAN			686			128.76
10805 HS LIVERPOOL			1,075			(3.70)
10807 HS GENESEE			81			1,040.44
10810 HS LAFAYETTE						81.35
10813 ATONEMENT						(51.97)
10815 POLICY COUNCIL						(0.55)
10816 HS SUMNER						
10823 CSFRC			1,625			175.00
10824 CWFRC						(49.50)
10829 BOWL BBBS						(4,829.17)
10830 EASTWOOD SENIOR CENTER						(9.52)
10831 FGP						
10834 CS CROP WALK			510			110.10
10835 CW EMERGENCY						
10838 SENIOR SERVICES						
10839 SSFRC COORD SPECIAL			1,600			1,600.00
10841 WS COORDINATOR'S SPECIAL			200			200.00
10842 COUNTY WEST KIDZ RULE						
10844 ESFRC COORD SPECIAL			30			10.31
10849 HS MERRICK			144			(350.24)
10850 EASTWOOD SENIOR CENTER			410			(3,118.03)
10854 BBBS OTHER			22,716			5,653.71
10855 BERSKSHIRE BANK TRAIN						
10856 CSFRC			(2,000)			(4,455.35)
10857 IT TECH PROGRAM						
10860 GIVE A HOLIDAY			103			100.00
10861 CAMP FUND/SUMMER ACT			173			(459.57)
10864 DONATION PROG/KIDS						

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF AUGUST 31, 2023

CC	REVENUE		YTD ACTUAL	NET		
	ANNUAL BUDGET	YTD BUDGET		ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
10866 TRANSPORTATION			2,180			33.04
10867 FSD LUNCH & LEARN						(500.00)
10868 EMPLOYEE EMERG						
10869 EITC PROGRAM						
10871 SSFRC YOUTH ADVISORY						(12.99)
10875 SSFRC SENIORS						(122.55)
10876 HOLIDAY APPEAL						(1,568.92)
10877 BBBS COUNTRY RUN						
10878 BBBS SCHOLARSHIP						1,367.98
10879 CSFRC DOMESTIC VIOL			2,368			(3,773.65)
10880 CWFRCC COORD SPECIAL			1,721			(485.02)
10881 A CAUSE TO CELEBRATE						(2,000.00)
10882 VOLL FOUND						(2,109.15)
10883 BBBS GOLF TOURN			2,175			(50.00)
10884 GEAR FOR GOOD F&CD			4,213			4,146.52
10885 BBBS BACK TO SCHOOL			41,861			(10,122.63)
9125 EMPOWER	64,490	37,619	30,110	(2,706)	(1,579)	207.99
9310 DEHS FEE FOR SERVICE	145,403	84,818	7,539	27,069	15,790	4,984.53
	209,893	122,438	37,649	24,363	14,212	5,192.52
3902 ECC OFA						
3903 ECC OFA						
3904 ECC OFA	25,000	14,583	21,870			
4202 ECC DEFRANCISCO	73,425	42,831		73,425	42,831	
4019-584 CSBG	231,492	135,037	101,026			
	329,917	192,452	122,896	73,425	42,831	-

E&H FEE FOR SERVICE

EASTWOOD

REVENUE

NET

	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
	461,186	269,025	196,850			
			39,872			
			150			
	5,778	3,371	5,009			
	466,964	272,396	241,881			-

474,973	277,067
204,948	119,553
68,880	40,180
748,800	436,800

9,335	(68,880)	(40,180)	(72,329.84)
466,700			
72,330	68,880	40,180	72,329.84
74,562			
622,927		0	-

33,000	9,000
33,000	9,000

3,892	22,992	7,180	3,847.68
3,892	22,992	7,180	3,847.68

1,410,501	822,792
349,758	204,025
50,000	29,167

52,919	66,541	38,816
261,733		
382		

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF AUGUST 31, 2023

CC

3192 HCR 3/31/23
3193 HCR
3194 hcr

HEAD START

2011 HS STABILIZATION
2012 HS STABILIZATION
2098 CACFP
2099 CACFP
2205 ***GRO MORE GARDEN
2208 HS/EHS COVID 19
2209 HS/EHS ARP
2408 HEAD START
2410 HEAD START
2458 HS T&TA
2460 HS T&TA
2558 EHS T&TA
2560 EHS T&TA
2608 ***SYRACUSE UPK
2609 ***SYRACUSE UPK
2709 ***HS B'VILLE UPK
2909 ***LIVERPOOL EPK

INDIRECT POOL

1010 MAIN OFFICE
1014 SUPPLEMENTAL COSTS
1020 EXECUTIVE OFFICE
1030 HR

REVENUE

ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
2,611,001	1,523,084	591,709
		277,713
		317,669
4,421,260	2,579,068	1,502,126
47,140	27,498	38,325
191,600	111,767	191,600
284,530	165,976	
		243,639
111,324	64,939	105,121
430,646	251,210	537,731
17,705,144	10,328,001	8,045,327
106,150	61,921	62,975
70,651	41,213	28,314
1,209,390	705,478	538,597
97,240	56,723	42,328
42,500	24,792	20,500
20,296,315	11,839,517	9,854,457
		15,329

NET

ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
(12,701)	(7,409)	14,928.79
		(7,091.25)
		(364.05)
53,840	31,407	7,473.49
		7,864.00
		(359.62)
1,270,394	741,064	6,000.00
		(141,748.20)
		(7,960.17)
		(2,439.40)
1,270,394	741,064	(138,643.39)
(207,738)	(121,180)	(116,153.57)
(78,414)	(45,741)	
(314,073)	(173,155)	(170,897.07)
(500,933)	(278,389)	(268,949.65)

17

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF AUGUST 31, 2023

CC	REVENUE			NET		
	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
1040 FISCAL				(835,929)	(470,995)	(476,619.48)
1070 MIS			2,854	(288,358)	(160,798)	(155,046.03)
1080 PROGRAM OVERSIGHT				(312,489)	(172,104)	(157,867.67)
1090 BOARD OF DIRECTORS				(18,620)	(7,531)	(3,529.19)
1095 INDIRECT POOL ALLOCATION			18,183	2,577,553	1,429,894	1,349,062.66
NON-ALLOCABLE						
150 NON-ALLOCABLE			38	(6,850)	(3,996)	(35,256.43)
153 NON-ALLOCABLE DEPREC			38	(520,904)	(303,861)	(309,624.71)
PROJECT CONNECTION						
3758 OPWDD	74,108	43,230				
3759 OPWDD	18,721	10,921	34,896			
4019-552 CSBG	92,829	54,150	7,743	(527,754)	(307,856)	(344,881.14)
PROJECT ROSE						
3487 OFA N'HOOD ADV						
3497 OFA N'HOOD ADV						
3501 OFA N'HOOD ADV	45,000	26,250	6,584			
3488 OFA EISEP			4,436			
3498 OFA EISEP	59,000	34,417	9,843			
3502 OFA EISEP	5,352	3,122	20,685			
4019-311 CSBG	109,352	63,789	2,948			
			44,496			
RENTALS						
7020 TULLY	4,800	2,800	2,800	1,377	803	1,304.10

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF AUGUST 31, 2023

CC	REVENUE		NET	
	ANNUAL BUDGET	YTD BUDGET	ANNUAL BUDGET	YTD BUDGET
7042 TULLY - ARISE	6,528	3,808	4,868	2,840
7066 SSFRC TENANT	1,215	709	161	94
7067 WSPRC TENANT	1,215	709	161	94
7120 BASSETT				
	13,758	8,026	6,567	3,831
				3,124.12
				(104.80)
				93.50
				4,416.92
TRANSPORTATION AND MAINTENANCE				
1500 TRANSPORTATION				
1600 MAINTENANCE				
		26,890		
		26,890		
SALE AND PURCHASE PROPERTIES				
3198 SALE OF 811 E. WASHINGTON				(6,632.00)
3199 PURCHASE 717 ERIE BLVD W				(25,877.97)
				(32,509.97)
INSURANCE PROCEEDS				
9951 INSURANCE PROCEEDS				(2,473.94)
				(2,473.94)
YEAR END ACCRUALS				
9820 YEAR END ACCRUALS				394,328.12
		412,246		
		412,246		394,328.12
MINOR DIFF				
	29,358,067	17,115,288	851,310	490,369
		15,121,810		(128,101.34)

197

SUPPLEMENTAL FINANCIAL INFORMATION
PREPARED FOR FINANCE COMMITTEE
AS OF AUGUST 31, 2023

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

	-
	15,121,810
	0%
	15% - 30%

BANK ACCOUNTS

BANK	DESCRIPTION	G/L ACCT #	BALANCE AT MONTH END	MONTH LAST RECONCILED
KEY BANK	Operating	01-1000-00000	1,226,789	8/23
KEY BANK	DHCR Landlord Contr.	01-1004-00000	117,679	8/23
M&T	Operating for HS	01-1010-00000	23,018	8/23
KEY BANK	Capital Improvement/Repair Account	01-1012-00000	431,728	8/23
KEY BANK	Health Captive Account	01-1015-00000	55,125	8/23
All Petty Cash			8,075	
			<u>1,862,415</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:
Note that there are no Finance Committee Meetings in July or August, so account reconciliations are held for signature for the September meeting.

2

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
KEY DMV	5216	Not in use
HOME DEPOT USED BY E&H, MAINTENANCE	-5148	Judge Jim Cecile
WEGMANS USED BY HEAD START, FOOD SERVICES	VARIOUS	Patricia Usherwood
WEX USED BY VARIOUS DIRECTORS - OIL CHANGES	-4050-6	Eric Caballero

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 (simi-annual) Copy available for review	9/12/22
Cash Receipts - periodic	9/10/18
Cash Disbursements - periodic	5/18/2016

AGED ACCOUNTS RECEIVABLE AS OF AUGUST 31, 2023

	TOTAL	CURRENT	1-30	31-60	61-90	OVER 90
See statement attached.	1,440,839 100%	1,327,029 92%	101,049 7%	6,821 0%	3,902.26 0%	2,038 0%

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.

ACCOUNTS PAYABLE AS OF AUGUST 31, 2023

M&T Bank no longer included as we do not use this account.

<u>KEY BANK</u>	TOTAL	CURRENT	1-30	31-60	61-90	OVER 90
%						

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 begin a discussion with the Finance Committee to address possible investment of funds from the sale of 811 East Washington St, and the purchase of 717 Erie Blvd. West. An overview of the net funds was sent to the Finance Committee members.

The CFO will discuss the various components of the normal operating income. The statements reflect a loss due to the indirect pool that related to the incentives distributed at the beginning of the fiscal year. We were required to close the grants, so the adjustments during the subsequent months are reflected in this loss.

Also, we incurred expenses for 717 Erie Blvd and 811 E. Washington during the current fiscal year. This transaction should be viewed over the prior year ending 1/31/23 and the current fiscal year, as the financial statements reflected the gain in the prior year.

LEGAL

RE: DISCRIMINATION

383 HUMAN RIGHTS CASE

One 5/23/22 we were notified of a human rights case from a Merrick HS worker who is claiming discrimination. The notice was sent to HF&C on 5/23/22 to put them on notice. The employee is claiming the supervisor was discriminatory and he was fired with another worker.

We heard from our Philly rep on 5/25/22, who had some questions.

We received a 8/17/22 "Determination and Order after Investigation" was made in our favor with "no probable cause for discrimination. The employee has 60 days to file for an appeal.

On 10/5/22 we received a letter from EEOC supporting the decision. The employee has 90 days to file in the federal court. No update as of 1/9/23.

The 90 day appeal time frame has passed, so will be dropped from Supplemental Information next month.

HUMAN RIGHTS CASE - CALL A BUS DRIVER #1 - TAMIKA PERRY

On 12/19/22 we were notified of a human rights case from Centro Call-A-Bus, claiming disability discrimination. Employment was terminated because the employee was unable to return to work after an extended absence.

An request for extension of the response was filed, granted 1/17/23. HF&C notified 12/20/22, and HR Director provided basic information 12/28/22. More detail discussion with HF&C 12/29/22. Response to first complaint submitted on 1/17/23.

In early March 2023 the original complaint was withdrawn, the employee hired an attorney, and a revised complaint was filed. Our response to the revised complaint was submitted March 15, 2023. We received a demand letter for settlement 4/13/23. We are in discussions with Centro and complainant's attorney on possible settlement. A fact finding meeting was held 8/1/23.

HUMAN RIGHTS CASE - CALL A SUS DRIVER #2 - MONTWELLA SMITH

On 12/20/22 we were notified of a second Centro Call-A-Bus human rights claim who is claiming disability discrimination. Employment was terminated because the employee was unable to return to work after an extended absence.

Hancock Estabrook was notified on 12/20/22, and HR Director and Benefits Coordinator spoke with him. A request for extension to respond was filed, and granted 1/19/23. Information was relayed 12/28 and 12/29. A fact finding meeting will be held 9/1/23.

Response to complaint submitted on January 19, 2023. We are waiting for determination from DHR.

There was a fact finding conference on September 7, 2023

RE: STAFF MEMBER VEHICLE ACCIDENT

On 1/25/22 our PEACE, Inc. vehicle was in an accident where there was vehicle damage. The claim was initially processed 2/16/22. We will readress the claim reimbursement to us, as the actual quote for the damage was higher than anticipated. Also, we subsequently received a letter from the other party's attorney on 2/28/22 requesting information and evidence.

TRIAL BALANCE AS OF AUGUST 31, 2023

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

All but need a copy of 1
from accountant on vacation

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

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 - AUGUST 2023

	AUGUST 2023
Breakfast	566
Lunch	580
Snack	564
Total Attended	592

PEACE, INC.
ACCOUNTS RECEIVABLE
AS OF JULY 31, 2023

INCLUDE IN		ACCT DESCRIPTION	BALANCE AT				
ACCT #	A/R PROJECT		7/31/23	CURRENT	1-30	31-60	61-90
01-1100-00000	1040 FISCAL		9,569.44	-			OVER 90
01-1100-00000	2099 CACFP		109,488.52	-			
01-1100-00000	2409 HS		255,965.71	-			
01-1100-00000	2410 HEAD START		322,160.89	-			
01-1100-00000	2460 HS T&TA		18,290.88	-			
01-1100-00000	2560 EHS T&TA		5,641.54	-			
01-1100-00000	2609 SYRACUSE UPK		105,644.50	-			
01-1100-00000	3005 ALLIANCE FOR ECONOMIC INCLUSION		6,651.95	-			
01-1100-00000	3102 HTFC - WX ARPA		16,071.55	-			
01-1100-00000	3103 ONONDAGA COUNTY AGING IN PLACE		231.97	-			
01-1100-00000	3193 HCR		274,369.19	-			
01-1100-00000	3194 HCR		160,862.77	-			
01-1100-00000	3241 OFA		113,415.55	-	93,001.53		
01-1100-00000	3329 CNCS FGP		17,326.53	-			
01-1100-00000	3347 CNCS FGP		14,284.95	-			
01-1100-00000	3497 NEIGHBORHOOD ADVISOR		7.21	-			7.21
01-1100-00000	3501 NEIGHBORHOOD ADV		1,900.42	-	162.42	1,399.52	
01-1100-00000	3502 PROJ ROSE - EISEP		16,176.83	-	3,950.89	2,114.79	
01-1100-00000	3572 OSWEGO COUNTY		4,174.63	-	1,814.15		2,360.48
01-1100-00000	3623 BBBS DEPT CRIMINAL JUSTICE		900.00	-			
01-1100-00000	3662 ONONDAGA COUNTY OFA BBBS		45.80	-			
01-1100-00000	3758 OPWDD PROJ CONNECTION		12,165.45	-			
01-1100-00000	3904 ECC OFA		6,345.09	-			
01-1100-00000	4199 VERA HOUSE		11,841.56	-	1,990.33	1,992.20	1,534.57
01-1100-00000	4216 ESFRC SCSD ALTERN PROGRAM		44,750.48	-			
01-1100-00000	4219 VERA HOUSE DEPT JUSTICE		4,216.69	-			
01-1100-00000	4225 UNITED WAY EITC		39,272.62	-			
01-1100-00000	4226 COMM FOUND FRC'S LEAD PAINT			-			

2,037.70 AS OF 8/16 FUNDER SAYS HAVING STAFFING ISSUES

PEACE, INC.
ACCOUNTS RECEIVABLE
AS OF JULY 31, 2023

INCLUDE IN		ACCT DESCRIPTION	CURRENT	1-30	31-60	61-90	OVER 90
ACCT #	A/R PROJECT						
01-1100-00000	4229 ESERC LET ME BE GREAT SUMMER 2023		19,959.45				
01-1100-00000	4230 F&D CNYDIC CONNECT ALL SURVEY		3,000.00				
01-1100-00000	4234 HPNAP		1,946.60				
01-1100-00000	5106 KRESGE		19,503.70				
01-1100-0000	9082 CENTRO		24,024.18				
01-1100-00000	9145 UNITED WAY		2,376.47				
01-1100-0000	9310 DEHS FEE FOR SERVICE		33,691.06	1,943.74	1,314.94		
01-1100-00000	9380 FOOD SERVICE DIVISON		16,789.91				
01-1100-00000	9820 Y/E ACCRUALS 1/31/23		(255,965.71)				
02-1100-00000	10860 EASTWOOD		100.00				
02-1100-00000	10854 BBBS OTHER		100.00				
01-1215-00000	PAYROLL SUSPENSE		282.01				
			1,440,839.07	101,048.91	6,821.45	3,902.26	2,037.70
			1,440,839.00				
			0.07				