

Finance Committee Minutes

via zoom/telephone/in person

Monday, October 16, 2023

MEMBERS PRESENT: Robert T. Tackman, Patricia Usherwood Fitzpatrick

MEMBERS EXCUSED: Eric J.T. Caballero

MEMBERS ABSENT: None

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

GUEST PRESENT: None

CALL TO ORDER

The October 16, 2023 Finance Committee Meeting was called to order at 12:20 pm by the Finance 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 September 2023 Finance Committee Meeting minutes. The motion was seconded by Robert Tackman, and unanimously approved.

401K AUDIT BEING CONDUCTED BY THE BONADIO GROUP

The Executive Director presented information regarding the 401K audit being conducted by The Bonadio Group. Although this is not a fiscal responsibility, she wanted to present it before the Board Meeting. There were two findings, which will be corrected by December 31, 2023.

The first finding relates to unallocated forfeited participant accounts that will be allocated by December 31, 2023. This allocation should be completed at least once per year.

The second finding relates to a delay in Mutual of America allocation the remitted employee contributions. Mutual of America experienced a change in their procedures, and did not promptly allocate the contributions. The cost of this delay to employees will be calculated to be distributed to the employees. Mutual of America will be contacted to reimburse PEACE Inc. for these adjustments.

Audit Schedule 01/31/2024 Financial Statement Audit (Timeline)

A copy of the Audit Schedule for the fiscal year ending January 31, 2023 was forwarded to the Finance Committee members. Important dates for the Finance Committee are highlighted. The Bonadio Group will present the draft of the audited financial statements to the Finance Committee tentatively on Thursday, May 16, 2024. The Board of Directors will vote to approve/not approve the audited statements at their June 24, 2024 meeting.

FINANCE REPORT

Kathleen O'Brien, CFO, discussed the monthly financial statements for September 2023. Ms. O'Brien stated that net income before depreciation year to date presented on page 3 is \$423,115 vs a budget of \$917,095. The net income after depreciation is \$46,707.

The current ratio as of September 30, 2023 is 159%, which equates to current assets being \$1,316,250 higher than current liabilities.

The net income from normal operations presented on page 7 is (\$46,366). 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 were required to be closed. Therefore, we were not able to post indirect cost differences to those grants. Also, we have \$35,974 in expenses due to the sale of 811 E. Washington St. and purchase of 717 Erie Blvd W.

The line of credit balance at September 30, 2023 is \$0.

The indirect rate as of September 30, 2023 is 23.02%, and we are approved for 24%.

The Supplemental Financial Information was forwarded to the Finance Committee members.

CAPTIVE HEALTH RESERVE

The CFO discussed the balance in the Captive Reserve account. The target balance is \$437,646, and the current balance at September 30, 2023 is \$382,743. This is the final month for the captive plan year. The CFO stated that this appears to be in a reasonable range of the targeted amount.

COMPARISON OF FINANCIAL STATEMENTS

The CFO discussed the "Comparison of Financial Statements" that was forwarded to the committee members. This statement compares key financial statement amounts for the past 20 years. It is noted that the total assets increased from January 31, 2000 of \$3,858,000 to the January 31, 2023 balance of \$9,897,000. Also net assets increased from \$2,314,000 to \$5,742,000.

The CFO stated that the revenue increased from \$13,663,000 to \$27,422,000. The Net Income varies due to the requirement of the presentation of items such as Revenue Recognition grants.

OLD BUSINESS: None

NEW BUSINESS:

Carolyn Brown updated the Committee on changes to the November Board meeting schedule.

OTHER: None

ADJOURNMENT

The meeting was adjourned at 12:40 PM.

Memo

To: Carolyn Brown, Executive Director
From: Nancy Turo, VP of Finance
CC: Kathleen O'Brien, CFO
Date: 10/4/2023
Re: Audit Schedule – 1/31/2024 Financial Statement Audit

In the best interest of PEACE, Inc., I am requesting the following timeline for the preparation, review and approval of the audited financial statements for the year ending January 31, 2024.

- April 7 - 16, 2024 – PEACE, Inc. staff prepare the financial statements and notes to the financial statements
- April 22, 2024 (Monday) – start of fieldwork by auditors (The Bonadio Group) & prepared financial statements are handed to The Bonadio Group.
- April 24, 2024 – notify NYS Department of State CSBG (within 15 business days) about audit exit conference date and time (reference email from Katrina Abel dated 3/2/18)
- May 3, 2024 (Friday) (approximate) – last day of audit fieldwork
- May 14, 2024 (Tuesday) – DRAFT of financial statements will be emailed to Finance Committee members only.
- May 16, 2024 (Thursday) (approximate) – draft of financial statements released by The Bonadio Group & presentation to Finance Committee by Michelle Mundy (this would mean that the Finance Committee would be on Thursday, May 16, 2024)
- May 17, 2024 (Friday) (approximate) – draft of financial statements mailed or emailed to Board of Directors **(as long as the draft is approved by the Finance Committee on May 16, 2024 and no changes are necessary).**
- June 24, 2024 (Monday) – Board of Directors meeting – “accepts/approves” audited financial statements

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

HF&C	104,340.60
	35,854.20
	15,788.64
	155,983.44

USING:

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

PROJECTED

ACTUAL

PROJECTED
STOP LOSS MVP HAYLOR FEE #01-2009-00000

[illegible]

MVP	HAYLOR	#01-2009-000000
TPA FEE	FEE	

TPA FEES	INVT	TITLE/FEE	#01-2009-00000

& NON-CLAIMS

ESTIMATED BEGINNING BALANCE

[illegible]

ESTIMATED RESERVE OVER TARGET

PEACE, INC.
COMPARISON OF FINANCIAL STATEMENTS

STATEMENT OF FINANCIAL POSITION					INCREASE (DECREASE) OVER 23 YEARS
	1/31/23	1/31/20	1/31/10	1/31/00	
ASSETS					
CURRENT ASSETS	4,787,233	2,860,696	3,286,877	1,711,168	3,076,065
LONG TERM ASSETS	1,702,625	55,739			1,702,625
PROPERTY	3,407,469	2,879,485	3,913,702	2,147,260	1,260,209
	<u>9,897,327</u>	<u>5,795,920</u>	<u>7,200,579</u>	<u>3,858,428</u>	<u>6,038,899</u>
LIABILITIES AND NET ASSETS					
CURRENT LIABILITIES	3,066,244	2,125,298	3,284,011	1,449,137	1,617,107
LONG TERM LIABILITIES	1,089,371		40,467	94,989	994,382
NET ASSETS	5,741,712	3,670,622	3,876,101	2,314,302	3,427,410
	<u>9,897,327</u>	<u>5,795,920</u>	<u>7,200,579</u>	<u>3,858,428</u>	<u>6,038,899</u>
CURRENT RATIO					
	1.56	1.35	1.00	1.18	
STATEMENT OF ACTIVITIES					
REVENUE AND SUPPORT	27,421,825	24,013,774	24,972,621	13,662,926	13,758,899
EXPENSES	(25,321,191)	(23,831,255)	(24,997,341)	(13,204,358)	(12,116,833)
NET CHANGE	<u>2,100,634</u>	<u>182,519</u>	<u>(24,720)</u>	<u>458,568</u>	<u>1,642,066</u>

P.E.A.C.E., INC.

MONTHLY FINANCIAL STATEMENTS

SEPTEMBER 2023

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People's Equal Action and Community Effort, Inc.
Statement of Financial Position
As of September 30, 2023

As of
September 30, 2023

ASSETS		
CURRENT ASSETS		
Cash	\$	2,031,700
Receivables		1,115,576
Prepaid Expenses		10,418
Inventory		297,234
Other Assets		99,260
Total CURRENT ASSETS		3,554,187
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		5,931,959
Vehicles		3,201,649
Equipment		1,667,907
Construction in Progress		295,331
Accumulated Depreciation		(10,630,730)
Total LONG TERM ASSETS		3,956,328
Total ASSETS	\$	9,115,728

People's Equal Action and Community Effort, Inc.
Statement of Financial Position
As of September 30, 2023

As of
September 30, 2023

LIABILITIES & NET ASSETS	
CURRENT LIABILITIES	
Accounts Payable Trade	\$ 14,278
Short Term Borrowings	
Accrued Payroll & Related Liabilities	385,902
Accrued Compensated Absences	248,302
Accrued Expenses	37,266
Deferred Revenue	1,023,573
Short Term Lease Liability	528,216
Deposits	400
TOTAL CURRENT LIABILITIES	<u>2,237,937</u>
LONG TERM LIABILITIES	
Lease Liability	1,089,371
	<u>1,089,371</u>
NET ASSETS	
Without Donor Restrictions	5,564,754
With Donor Restrictions	223,665
Total LONG TERM ASSETS	<u>5,788,419</u>
Total LIABILITIES AND NET ASSETS	<u>\$ 9,115,728</u>

People's Equal Action and Community Effort, Inc.
Statement of Activities
For Eight Months Ending September 30, 2023

	Annual Budget	Year To Date Budget	Current Year Year To Date	Prior Year Actual Year To Date
REVENUE:				
Direct Contributions & Fundraising	\$ 101,880	\$ 63,920	\$ 133,414	\$ 118,190
Government Agencies	25,190,473	16,793,648	14,476,613	13,433,946
Rental Income	13,758	9,172	8,160	7,957
Service Fees	519,753	346,503	198,785	398,660
Service Fees - Energy & Housing Fee for Service	209,893	139,928	37,649	6,418
In-Kind Revenue	3,322,310	2,214,873	3,081,618	2,533,818
Dividend, Interest & Other Income			9,180	1,457
Total	29,358,067	19,568,044	17,945,420	16,500,446
EXPENSES				
Salaries	13,045,562	8,628,961	8,010,717	7,734,569
Payroll Taxes & Fringe Benefits	3,596,990	2,381,838	2,145,607	2,219,030
Professional Fees & Contract Services	2,105,417	1,403,610	622,499	590,109
Conferences & Travel	331,200	219,333	196,737	165,104
Occupancy Costs	1,645,773	1,097,180	1,047,738	950,617
Consumable Supplies	2,393,210	1,594,276	1,394,856	1,328,225
Equipment Expense	289,982	193,320	262,213	281,930
Insurance	415,715	277,151	285,995	268,684
Telephone	206,863	137,908	165,202	150,022
Printing, Postage & Dues	122,496	81,702	77,728	100,591
Vehicle Maintenance	253,029	168,686	183,426	178,880
Interest Expense	1,000	667		
Other Costs & Loss on Disposals	245,587	251,445	47,969	48,446
In-Kind	3,322,310	2,214,873	3,081,618	2,533,818
Total	27,975,134	18,650,949	17,522,305	16,550,025
NET SURPLUS (DEFICIT)	1,382,933	917,095	423,115	(49,579)
DEPRECIATION				
Buildings & Leasehold Improvements	(217,086)	(144,724)	(162,660)	(145,137)
Equipment, Vehicles, \	(314,537)	(209,691)	(213,748)	(215,752)
Total	(531,623)	(354,415)	(376,408)	(360,889)
CHANGE IN NET ASSETS	\$ 851,310	\$ 562,680	\$ 46,707	\$ (410,468)

People's Equal Action and Community Effort, Inc.
Statement of Activities
For Eight Months Ending September 30, 2023

	Fundraising	Non-Allocable	Indirect Pool	Trans & Maint
REVENUE:				
Direct Contributions & Fundraising	4,507			900
Government Agencies				
Rental Income				
Service Fees				
Service Fees - Energy & Housing Fee for Service			20,781	29,702
In-Kind Revenue		38		
Dividend, Interest & Other Income		38	20,781	30,602
Total	4,507	38	20,781	30,602
EXPENSES				
Salaries			1,068,882	
Payroll Taxes & Fringe Benefits			226,347	
Professional Fees & Contract Services			51,747	2,967
Conferences & Travel			19,071	1,219
Occupancy Costs			86,923	(25,273)
Consumable Supplies		1,549	11,621	7,680
Equipment Expense			39,610	4,000
Insurance	3,000		22,000	10,059
Telephone			9,706	4,063
Printing, Postage & Dues			17,937	352
Vehicle Maintenance		5	3,118	(11,308)
Interest Expense				
Other Costs & Loss on Disposals	44	31,878	(1,556,968)	
In-Kind			20,781	29,702
NET SURPLUS (DEFICIT)	3,044	33,431	20,774	23,462
	1,463	(33,393)	7	7,140
DEPRECIATION				
Buildings & Leasehold Improvements		(151,846)		(5,200)
Equipment, Vehicles, and Software		(206,872)		(1,945)
Total	-	(358,718)	-	(7,145)
CHANGE IN NET ASSETS	1,463	(392,111)	7	(5)

People's Equal Action and Community Effort, Inc.
Statement of Activities
For Eight Months Ending September 30, 2023

REVENUE:				
	Grants	Rental Properties	Other	
Direct Contributions & Fundraising				128,907
Government Agencies	14,475,713			
Rental Income		8,160		
Service Fees				198,785
Service Fees - Energy & Housing Fee for Service				37,649
In-Kind Revenue	3,020,467			10,669
Dividend, Interest & Other Income				9,142
Total	17,496,179	8,160		385,153
EXPENSES				
Salaries	6,536,828	206		404,800
Payroll Taxes & Fringe Benefits	1,744,466	48		174,747
Professional Fees & Contract Services	550,595			17,190
Conferences & Travel	175,613			834
Occupancy Costs	876,316	2,250		107,521
Consumable Supplies	1,929,495			(555,488)
Equipment Expense	210,613			4,990
Insurance	241,248	445		12,243
Telephone	141,827	120		9,486
Printing, Postage & Dues	47,802			11,637
Vehicle Maintenance	145,853			45,758
Interest Expense				
Other Costs & Loss on Disposals	1,479,277	47		93,691
In-Kind	3,020,467			10,669
	17,100,400	3,116		338,078
NET SURPLUS (DEFICIT)	395,779	5,043		47,075
DEPRECIATION				
Buildings & Leasehold Improvements				(5,613)
Equipment, Vehicles, and Software				(4,932)
Total	-	-		(10,545)
CHANGE IN NET ASSETS	395,779	5,043		36,530

PEACE, INC.
CURRENT RATIO
AS OF SEPTEMBER 30, 2023

AS OF:

	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	3,631,750	106.01%	212,427
1/31/12	2,306,292	1,886,324	122.26%	419,968
1/31/13-FIRST CLOSE	1,949,478	1,278,319	152.50%	671,159
1/31/14 - FIRST	1,493,007	895,712	166.68%	597,295
1/31/15 FINAL	2,679,027	2,135,917	125.43%	543,110
1/31/16 FIRST CLOSE	2,312,267	1,667,894	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
9/30/23	3,554,187	2,237,937	158.82%	1,316,250

PEACE, INC.
FINANCIAL STATEMENT NOTES AND COMMENTS
AS OF SEPTEMBER 30, 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 September 30, 2023 is 159%, which equates to current assets \$1,316,250 higher than current liabilities.

NET SURPLUS (DEFICIT) BEFORE DEPRECIATION

The budgeted net income before depreciation year to date is \$917,095 and actual is \$423,115. The change in net assets after depreciation is \$46,707.

An overview of the components making up this \$423,115 is:

From Normal Operations:

Senior Nutrition	58,257
Centro	10,191
Fundraising	1,463
Transportation & Maintenance	7,140
Rental Properties	5,043
Energy & Housing Fee for Service	5,193
Non-Allocable	(33,393)
(Indirect cost from incentive pays)	(35,974)
Real Estate Purchase & Sale	(16,793)
(recorded purchase revenue in prior year)	(47,493)
Other	(46,366)
Indirect Cost not allowed on grant	

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

Fixed Asset Purchases	661,195
Revenue Recognition	(185,267)
Special Donation Accounts	(6,448)
Encumbrances and accruals from 1/31/23 unpaid	

	469,480
	423,115

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

4,507
 48,719
 80,613
 133,839

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%

9/23	23.02%
9/22	21.47%

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)	2,593,447	7,506,660	0.35	0.2234
4019 CSBG	1,689,708	1,535,684	1.10	N/A

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

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:

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 SEPTEMBER 30, 2023

CC	REVENUE			NET		
	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
BBBS						
3570 BBBS OSWEGO						
3571 BBBS OSWEGO		3,333				
3572 BBBS OSWEGO	5,000		3,889	(1,116)	(743.97)	(778.49)
3623 BBBS DEPT CRIM JUST			900			
3630 ***BBBS BNY MELLON						
3631 *** BBBS BNY MELLON			14,963			14,962.57
3659 BBBS ONONDAGA CO.						
3660 BBBS ONONDAGA CO.						
3662 BBBS ONONDAGA CO.	15,000	10,000	1,909	(3,441)	(2,293.79)	(408.40)
3661 BBBS SUMMIT FCU						
3665 ***BBBS ARBY'S						
3666 ***BBBS ARBY'S						
3667 *** BBBS JOHN BEN SNOW			10,000	(10,500)	(6,999.94)	(2,387.14)
3669 BBBS ARBY'S			12,400	(5,000)	(3,353.32)	2,156.88
3682 ***BBBS JOHN BEN SNOW						8,395.31
4019-554 CSBG						
9144 BBBS UNITED WAY	281,356	187,570	202,684			
9145 BBBS UNITED WAY	8,000	5,333				
	309,356	205,237	257,789	(20,057)	(13,371.02)	21,940.73
CAPTIAL IMPROVEMENT						
152 CAPITAL IMPROVE/REPAIR						
				(10,000)	(6,666.64)	(6,500.00)
				(10,000)	(6,666.64)	(6,500.00)
CENTRO						
9082 CENTRO - DISCONTINUED	519,753	346,502	112,097	47,250	31,500.37	10,190.63
	519,753	346,502	112,097	47,250	31,500.37	10,190.63
COMMUNITY SERVICE & OTHER						

TEN

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**COMPARATIVE INFORMATION BY PROGRAM
AS OF SEPTEMBER 30, 2023**

4217 KEY BANK EITC
4218 MOTHER CABRINI REENTRY
4219 VERA HOUSE DOI
4220 BERKSHIRE BANK EITC
4221 COMM FOUND WSFRC
4222 ESFRC NATIONAL GRID
4223 ***M&T SUMMER FRC
4224 COMMUNITY FOUND FRC
4225 EITC UNITED WAY
4226 GLOBAL PARTNERS
4227 EITC ALLYN FOUND
4228 ESFRC AMERICAN HEART
4229 CDBG ESFRC
4231 EITC REISMAN FOUND
4232 COMM FOUND FREE TAX
4233 FRC BOEHEIM FOUND
4234 FRC FOOD BANK
4230 CNYDIC F&CD
4236 ESFRC CSCD
5105 ***DSRIP/VBP
5106 KRESGE FOUND
5107 ***VBP FOOD PROD
5109 ***CNYCC FPPP COVID
5110 ***ARISE FOOD INSEC

DONATIONS
9015 CEFRC
9260 FGP RECOGNITION
9500 MISC - HS

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF SEPTEMBER 30, 2023

CC

REVENUE

	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
9503 MISC - CWFRC XMAS & RENT			
9506 FOOD PANTRY			500
10802 HS B'VILLE			
10803 HS JAMES ST.			285
10804 HS JORDAN			686
10805 HS LIVERPOOL			1,075
10807 HS GENESEE			
10809 HS MARCELLUS			81
10810 HS LAFAYETTE			
10813 ATONEMENT			
10815 POLICY COUNCIL			
10816 HS SUMNER			
10823 CSFRC			1,625
10824 CWFRC			
10826 PREGNANT MOMS			5,000
10829 BOWL BBBS			
10830 EASTWOOD SENIOR CENTER			
10831 FGP			
10834 CS CROP WALK			510
10835 CW EMERGENCY			
10838 SENIOR SERVICES			
10839 SSFRC COORD SPECIAL			1,600
10841 WS COORDINATOR'S SPECIAL			200
10842 COUNTY WEST KIDZ RULE			
10844 ESFRC COORD SPECIAL			30
10849 HS MERRICK			144
10850 EASTWOOD SENIOR CENTER			410
10852 EHS HOME BASE			
10854 BBBS OTHER			23,784
10855 BERSKSHIRE BANK TRAIN			(2,000)
10856 CSFRC			
10857 IT TECH PROGRAM			

NET

	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
			(632.01)
			(277.60)
			128.76
			(3.70)
			1,040.44
			(80.15)
			81.35
			(51.97)
			(0.55)
			97.01
			(49.50)
			5,000.00
			(4,829.17)
			(10.88)
			110.10
			1,600.00
			200.00
			10.31
			(350.24)
			(3,125.00)
			(56.75)
			4,104.80
			(5,255.35)

51

E&H FEE FOR SERVICE

EASTWOOD

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF SEPTEMBER 30, 2023

CC	REVENUE			NET		
	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
4019-584	73,425	48,950	113,799	73,425	48,950.00	
4202 ECC DEFRANCISCO	231,432	154,328				
CSBG	329,917	219,945	144,792	73,425	48,950.00	-
FOSTER GRANDPARENTS						
3328 FGP CNCS			196,850			
3329 FGP CNCS	461,136	307,457	68,409			
3347 FGP CNCS			487			
3348 NYS OFFICE FOR THE AGING						
3495 NYS OFFICE FOR THE AGING	5,778	3,852				
3496 NYS OFFICE FOR THE AGING			5,009			
3499 NYS OFFICE FOR THE AGING	466,964	314,309	270,756			
FOOD SERVICE						
1700 FOOD SERVICES			10,669			
3239 FSD OFA	474,973	316,648		(68,880)	(45,919.73)	(22,356.07)
3241 FSD OFA			645,648			
4019-581	204,948	136,632				
CSBG	68,880	45,920	80,613	68,880	45,919.76	80,613.31
9360 FOOD SERV - MEAL CONTR			86,688			
9380 FSD CATERING	748,800	499,200	823,618		0.03	58,257.24
FUNDRAISING						
100 FUNDRAISING	33,000	18,000	4,507	22,992	10,456.68	1,462.68
	33,000	18,000	4,507	22,992	10,456.68	1,462.68
ENERGY & HOUSING						
3101 HTFC - P PLUS	1,410,301	949,334	59,562			
3102 NYS HEAP WX ARPA	349,758	233,172	261,733	66,541	44,360.96	

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF SEPTEMBER 30, 2023

CC	REVENUE			NET		
	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
3103 ONON CNTY AGING IN PLACE						
3131 DHCR - LANDLORD CONTR		33,333	434			
3189 HCR 3/1/22						
3192 HCR 3/31/23	2,611,001	1,740,667	591,709	(12,701)	(8,466.92)	15,582.16
3193 HCR			316,506			(3,460.65)
3194 hcr			453,539			(12,323.13)
	4,421,260	2,947,506	1,683,483	53,840	35,894.04	(201.62)
HEAD START						
2011 HS STABILIZATION	47,140	31,427	44,165			7,864.00
2012 HS STABILIZATION	191,600	127,733	191,600			
2098 CACFP	284,530	189,687				
2099 CACFP			271,740			
2205 ***GRO MORE GARDEN						(364.45)
2208 HS/EHS COVID 19	111,324	74,216	105,121			
2209 HS/EHS ARP	430,646	287,897	537,731			
2408 HEAD START						
2410 HEAD START	17,705,144	11,803,429	9,822,447	1,270,394	846,930.02	12,288.69
2458 HS T&TA						
2460 HS T&TA	106,150	70,767	106,150			
2558 EHS T&TA						
2560 EHS T&TA	70,651	47,101	42,943			
2608 ***SYRACUSE UPK						
2609 ***SYRACUSE UPK	1,209,390	806,260	538,597			(141,748.20)
2610 ***SYRACUSE UPK			41,911			
2709 ***HS B'VILLE UPK	97,240	64,827	42,328			(7,960.17)
2909 ***LIVERPOOL EPK	42,500	28,333	20,500			(2,439.40)
2910 ***LIVERPOOL UPK			1,590			
	20,296,315	13,530,876	11,766,821	1,270,394	846,930.02	(132,359.53)

INDIRECT POOL

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF SEPTEMBER 30, 2023

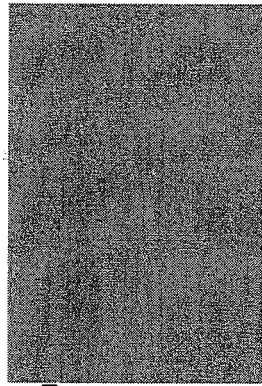
CC	REVENUE		NET	
	ANNUAL BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD ACTUAL
1010 MAIN OFFICE		17,519	(207,738)	(134,839.79)
1014 SUPPLEMENTAL COSTS			(78,324)	(204,091.19)
1020 EXECUTIVE OFFICE			(314,073)	(322,637.71)
1030 HR			(500,933)	(565,512.36)
1040 FISCAL		3,262	(855,929)	(187,127.71)
1070 MIS			(289,328)	(187,367.06)
1080 PROGRAM OVERSIGHT			(312,489)	(3,529.19)
1090 BOARD OF DIRECTORS			(18,620)	1,605,112.12
1095 INDIRECT POOL ALLOCATION		20,781	2,577,553	7.11
NON-ALLOCABLE				
150 NON-ALLOCABLE		38	(6,850)	(33,393.02)
153 NON-ALLOCABLE DEPREC			(520,904)	(358,717.91)
PROJECT CONNECTION			(527,754)	(392,110.93)
3758 OPWDD	74,108	(870)		
3759 OPWDD	18,721	38,684		
4019-552 CSBG	92,829	9,494		
		47,308		
PROJECT ROSE				
3487 OFA N'HOOD ADV		6,584		
3497 OFA N'HOOD ADV	45,000	8,269		
3501 OFA N'HOOD ADV				
3488 OFA EISEP		9,843		
3498 OFA EISEP	59,000	26,562		
3502 OFA EISEP	5,352	3,523		
4019-311 CSBG	109,352	54,780		

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF SEPTEMBER 30, 2023

CC	REVENUE			NET		
	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
RENTALS						
7020 TULLY	4,800	3,200	3,200	1,377	918.16	1,598.37
7042 TULLY - ARISE	6,528	4,352	4,352	4,868	3,245.27	3,456.22
7066 SSFRC TENANT	1,215	810	304	161	107.56	(104.69)
7067 WSFRC TENANT	3,215	810	304	161	107.56	93.52
7120 BASSETT						
	13,758	9,172	8,160	6,567	4,378.55	5,043.42
TRANSPORTATION AND MAINTENANCE						
1500 TRANSPORTATION						(4.98)
1600 MAINTENANCE			30,602			
			30,602			(4.98)
SALE AND PURCHASE PROPERTIES						
3198 SALE OF 811 E. WASHINGTON						(6,632.00)
3199 PURCHASE 717 ERIE BLVD W						(33,597.69)
						(40,229.69)
INSURANCE PROCEEDS						
9951 INSURANCE PROCEEDS						(2,827.36)
			8,717			(2,827.36)
			8,717			
YEAR END ACCRUALS						
9820 YEAR END ACCRUALS			648,694			579,776.62
			648,694			579,776.62
MINOR DIFF						

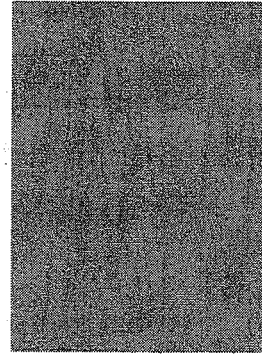
PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF SEPTEMBER 30, 2023

CC



REVENUE

ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
29,358,067	19,588,044	17,945,420



NET

ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
851,310	562,672.09	46,706.77

SUPPLEMENTAL FINANCIAL INFORMATION
PREPARED FOR FINANCE COMMITTEE
AS OF SEPTEMBER 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

+

	-
	17,945,420

0%

15% - 30%

BANK ACCOUNTS

BANK	DESCRIPTION	G/L ACCT #	BALANCE AT MONTH END	MONTH LAST RECONCILED
KEY BANK	Operating	01-1000-00000	1,403,218	9/23
KEY BANK	DHCR Landlord Contr.	01-1004-00000	117,929	9/23
M&T	Operating for HS	01-1010-00000	23,019	9/23
KEY BANK	Capital Improvement/Repair Account	01-1012-00000	431,728	9/23
KEY BANK	Health Captive Account	01-1015-00000	47,731	9/23
All Petty Cash			8,075	
			<u>2,031,700</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.

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 (siml-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.	973,842 100%	922,592 95%	45,685 5%	1,992 0%	0%	3,572 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 SEPTEMBER 30, 2023

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

KEY BANK	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 discuss a worksheet that was remitted to the Finance Committee that compares financial statements for the past 20 years. It reflects increases in all categories. Net Assets has increased from \$2,314,000,000 as of January 31, 2000 to \$5,742,000 as of January 31, 2023

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 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 dislcussion with HF&C 12/29/22. Response to first complaint submitted on 1/17/23.

In early March 2023 the orininal 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 complaintan's attorney on possible settlement. A fact finding meeting was held 8/1/23.

Update as of 9/19/23 email from Robert Whitaker:

Parties are waiting for DHR's determination, which can take a few months. Plaintiff increased her demand to \$70,000 in response to joint offer of \$10,000. Keep in mind Plaintiff initially reduced her demand to \$60,000 when PEACE offered \$7,500. CENTRO's attorney and R. Whitaker are playing phone tag but need to talk about next steps. Once connect, R. Whitaker will provide update on their position.

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 readdress 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 SEPTEMBER 30, 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 - SEPTEMBER 2023

	SEPTEMBER 2023
Breakfast	5,215
Lunch	5,305
Snack	5,168
Total Attended	5,413

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

INCLUDE IN		ACCT DESCRIPTION	BALANCE AT 8/31/23	CURRENT	1-30	31-60	61-90	OVER 90
ACCT #	PROJECT							
01-1100-00000	150 NON-ALLOC							
01-1100-00000	1040 FISCAL		12,340.89	12,340.89				
01-1100-00000	1700 PICKARD DRIVE							
01-1100-00000	2098 CACFP							
01-1100-00000	2099 CACFP		80,033.99	80,033.99				
01-1100-00000	2207 HS COVID 19							
01-1100-00000	2208 HS CRRSA							
01-1100-00000	2209 HS ARP							
01-1100-00000	2210 HS COVID19 CARRYOVER							
01-1100-00000	2409 HS		147,009.21	147,009.21				
01-1100-00000	2410 HEAD START		244,739.40	244,739.40				
01-1100-00000	2458 HS T&TA							
01-1100-00000	2460 HS T&TA		31,656.44	31,656.44				
01-1100-00000	2558 EHS T&TA							
01-1100-00000	2560 EHS T&TA		10,517.13	10,517.13				
01-1100-00000	2609 SYRACUSE UPK							
01-1100-00000	2709 B'VILLE UPK							
01-1100-00000	2909 LIVERPOOL UPK							
01-1100-00000	3003 ALLIANCE FOR ECONOMIC INCLUSION							
01-1100-00000	3004 ALLIANCE FOR ECONOMIC INCLUSION							
01-1100-00000	3005 ALLIANCE FOR ECONOMIC INCLUSION		4,976.67	4,976.67				
01-1100-00000	3102 HTFC - WX ARPA		0.40	0.40				
01-1100-00000	3103 ONONDAGA COUNTY AGING IN PLACE		384.20	384.20				
01-1100-00000	3187 HCR							
01-1100-00000	3189 HCR 4/21 - 3/22							
01-1100-00000	3192 HCR		2,846.49	2,846.49				
01-1100-00000	3193 HCR							
01-1100-00000	3194 HCR		317,639.40	317,639.40				

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

INCLUDE IN		ACCT DESCRIPTION	BALANCE AT 8/31/23				
ACCT #	A/R PROJECT		CURRENT	1-30	31-60	61-90	OVER 90
01-1100-00000	3239 OFA						
01-1100-00000	3241 OFA		123,987.92				
01-1100-00000	3329 FGP						
01-1100-00000	3328 CNCS						
01-1100-00000	3329 CNCS FGP		17,356.09				
01-1100-00000	3347 CNCS FGP		39,871.63				
01-1100-00000	3348 OFFICE FOR AGING		150.00				
01-1100-00000	3366 ELMCREST CHILDREN'S CENTER						
01-1100-00000	3485 NEIGHBORHOOD ADVISOR						
01-1100-00000	3486 EISEP						
01-1100-00000	3487 NEIGHBORHOOD ADVISOR						
01-1100-00000	3488 EISEP						
01-1100-00000	3496 OFFICE FOR AGING						
01-1100-00000	3497 NEIGHBORHOOD ADVISOR		7.21				
01-1100-00000	3498 EISEP						
01-1100-00000	3499 OFFICE FOR AGING						
01-1100-00000	3470 OSWEGO COUNTY						
01-1100-00000	3497 NEIGHBORHOOD ADV						
01-1100-00000	3498 PROJ ROSE - EISEP						
01-1100-00000	3499 OFFICE FOR AGING						
01-1100-00000	3501 NEIGHBORHOOD ADV		2,263.18				
01-1100-00000	3502 PROJ ROSE - EISEP		14,346.73				
01-1100-00000	3570 OSWEGO COUNTY						
01-1100-00000	3572 OSWEGO COUNTY		435.21				
01-1100-00000	3623 BBBS DEPT CRIM JUST		900.00				
01-1100-00000	3660 ONONDAGA COUNTY OFA						
01-1100-00000	3661 BBBS SUMMIT FCU						

**BALANCE AT
8/31/23**

二

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

INCLUDE IN		ACCT #	A/R PROJECT	ACCT DESCRIPTION	BALANCE AT 8/31/23	CURRENT	1-30	31-60	61-90	OVER 90
01-1100-00000				4215 CSBG DISCRETIONARY	-	-	-	-	-	-
01-1100-00000				4216 ESFRC SCSD ALTERN PROGRAM	-	-	-	-	-	-
01-1100-00000				4219 VERA HOUSE DEPT JUSTICE	4,216.69	4,216.69	-	-	-	-
01-1100-00000				4221 COM. FOUND WSFRC	-	-	-	-	-	-
01-1100-00000				4223 F&CD BOEHEIM FOUND	-	-	-	-	-	-
01-1100-00000				4225 UNITED WAY EITC	30,887.71	30,887.71	-	-	-	-
01-1100-00000				4226 COMM FOUND FRC'S LEAD PAINT	1,000.00	1,000.00	-	-	-	-
01-1100-00000				4229 ESFRC LET ME BE GREAT SUMMER 2023	25,834.57	25,834.57	-	-	-	-
01-1100-00000				4230 F&CD CNYDIC CONNECT ALL SURVEY	-	-	-	-	-	-
01-1100-00000				4234 HPNAP	3,841.33	3,841.33	-	-	-	-
01-1100-00000				4999 COVID-19	-	-	-	-	-	-
01-1100-00000				5106 KRESGE	28,094.84	16,923.84	11,171.00	-	-	-
01-1100-00000				7020 TULLY	400.00	-	400.00	-	-	-
01-1100-00000				7070 ESFRC BABY BACK	-	-	-	-	-	-
01-1100-00000				9082 CENTRO	25,990.43	1,966.25	24,024.18	-	-	-
01-1100-00000				9125 EMPOWER	5,428.26	5,428.26	-	-	-	-
01-1100-00000				9143 UNITED WAY	-	-	-	-	-	-
01-1100-00000				9145 UNITED WAY	3,666.64	3,666.64	-	-	-	-
01-1100-00000				9310 DEHS FEE FOR SERVICE	-	-	-	-	-	-
01-1100-00000				9380 FOOD SERVICE DIVISION	15,248.57	15,248.57	-	-	-	-
01-1100-00000				9820 Y/E ACCRUALS 1/31/23	(255,965.71)	(255,965.71)	-	-	-	-
01-1100-00000				10882 VOLL FOUND	-	-	-	-	-	-
01-1100-00930				2409 A/R - HS	-	-	-	-	-	-
02-1100-00000				10850 EASTWOOD	100.00	100.00	-	-	-	-
01-1101-00000				RESERVE	-	-	-	-	-	-
01-1215-00000				PAYROLL SUSPENSE	282.01	282.01	-	-	-	-
					973,841.60	922,591.95	45,685.28	1,992.20	-	3,572.27
					973,842.00	-	-	-	-	-

