

Finance Committee Minutes

via zoom/telephone/in person

Monday, April 8, 2024

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

MEMBERS EXCUSED: None

MEMBERS ABSENT: None

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

GUEST PRESENT: None

CALL TO ORDER

The April 8, 2024 Finance Committee Meeting was called to order at 12:32 pm by the Finance Committee Chair Robert Tackman. It was noted for the record that a quorum was present.

APPROVAL OF PREVIOUS MINUTES

Eric Caballero made a motion to approve the March 2024 Finance Committee Meeting minutes. The motion was seconded by Patricia Usherwood Fitzpatrick, and unanimously approved.

FINANCE REPORT

Kathleen O'Brien, CFO, discussed the monthly financial statements for March 31, 2024. Ms. O'Brien stated that net income before depreciation year to date presented on page 3 is (\$5,285) vs a budget of \$43,033. The net income after depreciation is (\$107,438).

The net income from normal operations presented on page 7 is (\$229). 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 March 31, 2024 is \$0.

The indirect rate as of March 31, 2024 is 24.67%. We are approved for 26%.

The current ratio as of March 31, 2024 is 184%, which equates to current assets \$1,744,640 over current liabilities.

The Supplemental Financial Information has been forwarded to the Finance Committee members.

401K REVIEW

Natasha Newbury of Dermody, Burke and Brown is in the process of determining the status of the 401K review. We held a meeting with Natasha on April 5 at which she

stated she anticipates completing the work by April 30. She will identify the affected population, deduct the excluded staff, and present any scenarios that may further exclude staff. She will then calculate the monetary effect of the review.

CAPTIVE HEALTH RESERVE

The CFO discussed the balance in the Captive Reserve account. The target balance is \$415,756, and the current balance at March 31, 2024 is \$398,314.

STATUS OF LOW-RISK AUDITEE

PEACE, Inc. is not deemed to be a low-risk auditee for the fiscal year ending January 31, 2024. This is due to a one day late submission of the Data Collection form. The form is required 9 months after the end of the fiscal year. The new platform to file was not opened until mid October 2023, and due date was October 31, 2024. The auditors begin the process of filing, and then traditionally we receive an email when it is ready to complete. We did not receive an email and filed November 1, 2023. The government states they will not longer inform the auditee that the form is ready to sign. Bonadio states that they are instituting new procedures to contact each of their clients to be sure the form is filed as the government will no longer identify the date.

The result is that we can still proceed with hopefully no comments or auditor adjusting journal entries, but will not be able to qualify for a low-risk designation until January 31, 2026.

FOOD SERVICE UPDATE

The CFO stated that she has met with the auditors to discuss the possibility of recording the revenue of meals received less the expenses as net income for PEACE, Inc. This may be a possibility, but we will be in contact with Onondaga County to verify that the intent of the contract is a fee per meal, not an expense reimbursement. If this is correct, will recognize both the net revenue of approximately \$120,000 from the fiscal year ending January 31, 2024 and the net income for the current year in this fiscal year.

OLD BUSINESS:

We will be meeting on Tuesday, April 9th to discuss Eastwood Repairs.

NEW BUSINESS:

The Agency closed early on April 8th for the Eclipse.

OTHER: None

ADJOURNMENT

The meeting was adjourned at 12:49 PM.

ANALYSIS OF SELF INSURANCE RESERVE

#01-2009-00000

ESTIMATE FOR: 10/23-9/24

NTE: REVISED AS TOM FLYNN SENT

REVISED TARGET 8/28/23

PEACE CFO
12 MTH AVG PREMIUM
USE CURRENT RATES

BASED ON NO INCREASE FOR TOTAL PREMIUM, EMPLOYEE PORTION
OR EMPLOYER PORTION

RESERVE CALCULATION:

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

USING:	98 -EE	946.76	92,782.43
	21 -EE + SPOUSE	1,707.98	35,867.58
	8 FAMILY	2,507.08	20,056.64
	127		148,706.70

337,201.10
18,554.70
415,755.80

TARGET

PROJECTED

PROJECTED				ACTUAL			
PREMIUM	CLAIMS & NON-CLAIMS	STOP LOSS	MVP TPA FEES	PCORI	HAYLOR FEE	#01-2009-00000	

ESTIMATED BEGINNING BALANCE

10/23	NEW PLAN YEAR	(148,707)	102,407	30,641	9,257	550	7,500	(440,789)	(149,116)	75,060	32,125	9,360	(382,743)
11/23		(148,707)	102,407	30,641	9,257			(439,141)	(149,116)	140,435	32,888	10,244	(415,314)
12/23		(148,707)	102,407	30,641	9,257			(445,542)	(149,246)	130,486	31,670	8,770	(380,863)
1/24		(148,707)	102,407	30,641	9,257			(451,944)	(149,463)	72,962	31,392	9,655	(359,183)
2/24		(148,707)	102,407	30,641	9,257			(458,346)	(149,261)	125,557	31,580	9,507	(394,636)
3/24		(148,707)	102,407	30,641	9,257			(464,748)	(150,396)	88,246	31,580	9,507	(377,253)
4/24		(148,707)	102,407	30,641	9,257			(471,149)					(398,314)
5/24		(148,707)	102,407	30,641	9,257			(477,551)					
6/24		(148,707)	102,407	30,641	9,257			(483,953)					
7/24		(148,707)	102,407	30,641	9,257			(490,354)					
8/24		(148,707)	102,407	30,641	9,257			(496,756)					
9/24		(148,707)	102,407	30,641	9,257			(503,158)					
		(148,707)	102,407	30,641	9,257			(509,559)					
		(1,784,480)	1,228,884	367,692	111,084	550	7,500						

ESTIMATED RESERVE OVER TARGET

93,803.60

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 March 31, 2024

As of
March 31, 2024

ASSETS		
CURRENT ASSETS		
Cash	\$	1,528,531
Receivables		1,891,876
Prepaid Expenses		12,818
Inventory		205,008
Other Assets		184,797
Total CURRENT ASSETS		3,823,029
LONG TERM ASSETS		
Long Term Right of Use Leases		1,717,699
Total LONG TERM ASSETS		1,717,699
PROPERTY		
Land		352,153
Buildings		3,138,059
Leasehold Improvements		6,251,802
Vehicles		3,204,478
Equipment		1,607,424
Construction in Progress		(10,920,249)
Accumulated Depreciation		3,633,668
Total LONG TERM ASSETS		(10,920,249)
Total ASSETS	\$	9,174,396

People's Equal Action and Community Effort, Inc.
Statement of Financial Position
As of March 31, 2024

As of
March 31, 2024

LIABILITIES & NET ASSETS		
CURRENT LIABILITIES		
Accounts Payable Trade	\$	238,921
Short Term Borrowings		
Accrued Payroll & Related Liabilities		409,677
Accrued Compensated Absences		242,104
Accrued Expenses		37,266
Deferred Revenue		673,967
Short Term Lease Liability		476,053
Deposits		400
TOTAL CURRENT LIABILITIES		<u>2,078,389</u>
LONG TERM LIABILITIES		
Lease Liability		1,253,518
		<u>1,253,518</u>
NET ASSETS		
Without Donor Restrictions		5,184,688
With Donor Restrictions		657,801
Total LONG TERM ASSETS		<u>5,842,489</u>
Total LIABILITIES AND NET ASSETS	\$	<u>9,174,396</u>

(2)

People's Equal Action and Community Effort, Inc.
Statement of Activities
For Two Months Ending March 31, 2024

	Annual Budget	Year To Date Budget	Current Year Year To Date	Prior Year Actual Year To Date
REVENUE:				
Direct Contributions & Fundraising	\$ 87,110	\$ 14,518	\$ 45,342	\$ 23,229
Government Agencies	25,556,391	4,259,398	3,012,513	3,448,616
Rental Income	11,328	1,888	1,888	2,293
Service Fees	245,200	40,867	5,926	63,079
Service Fees - Energy & Housing Fee for Service	237,883	39,647		-
In-Kind Revenue	3,542,899	590,483	656,675	759,011
Dividend, Interest & Other Income			992	4,076
Total	29,680,811	4,946,802	3,723,336	4,300,304
EXPENSES				
Salaries	13,260,191	2,210,032	1,629,080	1,934,650
Payroll Taxes & Fringe Benefits	3,640,044	606,674	555,461	572,105
Professional Fees & Contract Services	1,807,493	301,249	61,286	55,943
Conferences & Travel	286,712	47,785	30,900	46,189
Occupancy Costs	1,736,660	289,443	301,022	313,893
Consumable Supplies	3,548,422	591,404	269,025	246,017
Equipment Expense	299,194	49,866	57,462	104,051
Insurance	583,836	97,306	60,794	61,115
Telephone	175,178	29,196	41,845	43,935
Printing, Postage & Dues	99,365	16,561	8,005	30,022
Vehicle Maintenance	405,525	67,587	26,588	46,118
Interest Expense	1,000	167		
Other Costs & Loss on Disposals	36,094	6,016	30,479	13,340
In-Kind	3,542,899	590,483	656,675	759,011
Total	29,422,612	4,903,769	3,728,622	4,226,389
NET SURPLUS (DEFICIT)	258,198	43,033	(5,285)	73,915
DEPRECIATION				
Buildings & Leasehold Improvements	(227,171)	(37,862)	(48,700)	(36,708)
Equipment, Vehicles, &	(326,714)	(54,452)	(53,452)	(47,333)
Total	(553,885)	(92,314)	(102,153)	(84,041)
CHANGE IN NET ASSETS	\$ (295,687)	\$ (49,281)	\$ (107,438)	\$ (10,126)

3

People's Equal Action and Community Effort, Inc.
Statement of Activities
For Two Months Ending March 31, 2024

	Fundraising	Non-Allocable	Indirect Pool	Trans & Maint
REVENUE:				
Direct Contributions & Fundraising	12,505			
Government Agencies				
Rental Income				
Service Fees				
Service Fees - Energy & Housing Fee for Service			5,230	7,433
In-Kind Revenue				
Dividend, Interest & Other Income				
Total	12,505	-	5,230	7,433
EXPENSES				
Salaries			202,759	
Payroll Taxes & Fringe Benefits			59,940	
Professional Fees & Contract Services			11,036	568
Conferences & Travel		212	3,970	4
Occupancy Costs			21,458	9,928
Consumable Supplies		180	1,931	936
Equipment Expense			13,449	750
Insurance			3,567	2,373
Telephone			2,500	1,074
Printing, Postage & Dues			1,289	
Vehicle Maintenance		5	290	(17,201)
Interest Expense				
Other Costs & Loss on Disposals	75	1,046	(322,142)	7,433
In-Kind	75	1,442	5,279	5,865
NET SURPLUS (DEFICIT)	12,430	(1,442)	(49)	1,568
DEPRECIATION				
Buildings & Leasehold Improvements		(39,252)		(1,300)
Equipment, Vehicles, and Software		(51,558)		(268)
Total	-	(90,810)	-	(1,568)
CHANGE IN NET ASSETS	12,430	(92,252)	(49)	(0)

(4)

People's Equal Action and Community Effort, Inc.
Statement of Activities
For Two Months Ending March 31, 2024

REVENUE:				
	Grants	Rental Properties	Other	
Direct Contributions & Fundraising				32,837
Government Agencies				
Rental Income	3,012,513	1,888		5,926
Service Fees				
Service Fees - Energy & Housing Fee for Service				
In-Kind Revenue	641,345			2,667
Dividend, Interest & Other Income				992
Total	3,653,859	1,888		42,423
EXPENSES				
Salaries	1,360,407	72		65,842
Payroll Taxes & Fringe Benefits	461,431	18		34,072
Professional Fees & Contract Services	49,654			28
Conferences & Travel	26,707			8
Occupancy Costs	245,903	807		22,926
Consumable Supplies	399,951			(133,973)
Equipment Expense	34,833			8,429
Insurance	51,916	103		2,835
Telephone	36,495	17		1,758
Printing, Postage & Dues	6,671			45
Vehicle Maintenance	37,125			6,370
Interest Expense				
Other Costs & Loss on Disposals	335,235	18		16,247
In-Kind	641,345			2,667
	3,687,673	1,035		27,254
NET SURPLUS (DEFICIT)	(33,814)	853		15,169
DEPRECIATION				
Buildings & Leasehold Improvements				(8,148)
Equipment, Vehicles, and Software				(1,627)
Total	-	-		(9,775)
CHANGE IN NET ASSETS	(33,814)	853		5,394

PEACE, INC.
CURRENT RATIO
AS OF MARCH 31, 2024

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	3,531,750	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	4,123,445	2,330,262	176.95%	1,793,183
3/31/23	3,728,697	1,978,907	188.42%	1,749,790
4/30/23	3,103,082	1,664,022	186.48%	1,439,060
5/31/23	3,095,409	1,939,360	159.61%	1,156,049
6/30/23	3,409,298	2,119,244	160.87%	1,290,054
7/31/23	3,227,459	2,061,452	156.56%	1,166,007
8/31/23	3,554,187	2,237,937	158.82%	1,316,250
9/30/23	3,685,226	2,441,726	150.93%	1,243,500
10/31/23	3,932,060	2,690,164	146.16%	1,241,896
11/30/23	3,616,042	2,410,720	150.00%	1,205,322
12/31/23	3,560,291	2,379,027	149.65%	1,181,264
1/31/24 FIRST	3,823,029	2,078,389	183.94%	1,744,640
2/29/24	NA - 1/31/24 HAS NOT BEEN CLOSED AS YET		#VALUE!	
3/31/24	NA - 1/31/24 HAS NOT BEEN CLOSED AS YET		#VALUE!	

NA - 1/31/23 HAS NOT BEEN CLOSED AS YET

NA - 1/31/24 HAS NOT BEEN CLOSED AS YET

6

PEACE, INC.
FINANCIAL STATEMENT NOTES AND COMMENTS
AS OF MARCH 31, 2024

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 March 31, 2024 First Close is 184%, which equates to current assets \$1,744,640 higher than current liabilities.

NET SURPLUS (DEFICIT) BEFORE DEPRECIATION

The budgeted net income before depreciation year to date is \$44,033 and actual is (\$5,285). The change in net assets after depreciation is \$(107,438).

An overview of the components making up this (\$5,285) is:

From Normal Operations:

Senior Nutrition	
Fundraising	12,430
Transportation & Maintenance	1,568
Rental Properties	853
Energy & Housing Fee for Service	
Non-Allocable	(1,442)
Real Estate Purchase & Sale	
(recorded purchase revenue in prior year)	
Other	(49)
Indirect Cost not allowed on grant	(13,589)
	(229)
From "Timing Differences" (over period of more than one year the net effect is \$0)	
Fixed Asset Purchases	(63)
Revenue Recognition	(4,994)
Special Donation Accounts	
	(5,057)
	(5,285)

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

12,505
2,915
20,163
<u>35,583</u>

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 1/31/23 is 21.7%
The provisional rate for 2/1/23 - 1/31/24 is 24.00%
The provisional rate for 2/1/24 - 1/31/26 is 26.00%

3/31/2024
3/31/2023

24.67%
18.99%

As of March 31, 2023 the salaries included incentive pays, which temporarily distorted the indirect rate.

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
2411 Head Start (first month in grant year - In-Kind not posted as yet)	600,820	1,606,820	0.37	0.2234

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

6192 CSBG 383,857 751,665 0.51 N/A
(Does not include In-Kind to date - to be posted in subsequent month)

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

9

WEATHERIZATION FEE FOR SERVICE PROGRAMS

Net income for Fee for Service programs is:

	Current Month	Year To Date
9125 Empower New York	-	-
9310 DEHS Fee for Service	-	-
	-	-

401K UPDATE

\$ AMOUNT OF ASSETS UNDER MANAGEMENT

\$ 8,823,490

PARTICIPANTS

376

CHANGE IN PARTICIPANTS

NEED MORE INFO

AMOUNT OF ADMIN COSTS CURRENTLY

HR CANNOT DETERMINE

COMPLIANCE ISSUES

AUTO ENROLLMENT AND AUTO ESCALATION

A meeting was held March 1, 2024. The attendees were Jim Cecille, Bob Tackman, Cameron Bernard, Carolyn Brown, and Kathleen O'Brien. Cameron outlined the status of the 401K review.

Natasha Newbury from Dermody, Burke and Brown, is reviewing and gathering information from PEACE, Inc. and Mutual of America.

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 MARCH 31, 2024

CC

BBBS

3570 BBBS OSWEGO
3571 BBBS OSWEGO
3572 BBBS OSWEGO
3573 BBBS OSWEGO
3623 BBBS DEPT CRIM JUST
3630 ***BBBS BNY MELLON
3631 *** BBBS BNY MELLON
3659 BBBS ONONDAGA CO.
3660 BBBS ONONDAGA CO.
3661 BBBS SUMMIT FCU
3662 BBBS ONONDAGA CO.
3663 BBBS ONONDAGA CO.
3665 ***BBBS ARBY'S
3666 ***BBBS ARBY'S
3667 *** BBBS JOHN BEN SNOW
3669 BBBS ARBY'S
3682 ***BBBS JOHN BEN SNOW
6192-554 CSBG
9144 BBBS UNITED WAY
9145 BBBS UNITED WAY
9146 BBBS UNITED WAY

CAPITAL IMPROVEMENT

152 CAPITAL IMPROVE/REPAIR

CENTRO

9082 CENTRO - DISCONTINUED

REVENUE

ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
5,000	833	2,244
		74
3,000	500	447
15,000	2,500	2,605
335,425	55,904	43,324
11,000	1,833	
369,425	61,571	4,570
		53,266

NET

ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
(1,116)	(186)	(493)
(3,303)	(551)	(453)
(4,419)	(737)	(945)
(7,000)	(4,167)	
(7,000)	(4,167)	

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF MARCH 31, 2024

CC

COMMUNITY SERVICE & OTHER

3003 EARLY CHILDHOOD PATH

3004 AEI CHILDHOOD PATH

3005 AEI CHILDHOOD PATH

6192-502 CSBG

6192-530 CSBG

6192-532 CSBG

6192-533 CSBG

6192-534 CSBG

6192-535 CSBG

6192-536 CSBG

6192-537 CSBG

6192-544 CSBG

4189 CSBG CARES

4193 ***KEY BANK DYJ ESFRC

4198 HOUSING VISIONS ESFRC

4199 VERA HOUSE CEFRC

4200 ***ST. AUGUSTINES

4201 FOOD BANK

4203 SCSD ESFRC ALT

4204 MAGNARELLI

4205 ***F&CD FATHERHOOD

4206 ONONDAGA CNTY GUN VIOL

4207 EITC COOP & COM FOUND

4208 UNITED WAY EITC

4209 GIF SAVE THE RAIN

4210 ONONDAGA CNTY WOMENS

4211 HOUSING VISIONS

4212 FOOD BANK

4213 WSFRC BOEHEIM

4214 ALLYN FOUND SSFRC

4215 CSBG DISCRET

4216 SCSD ESFRC ALT

REVENUE

ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
307,663	51,277	45,845
25,555	4,259	38,233
219,433	36,572	(160)
193,911	32,319	18,965
167,900	27,983	20,158
88,809	14,801	22,439
134,615	25,769	14,424
190,794	31,799	28,348
16,908	2,813	54,978

NET

ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
(600)	(100)	(63)

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF MARCH 31, 2024

CC	REVENUE			NET		
	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
4217 KEY BANK EITC						
4218 MOTHER CABRINI REENTRY		12,500				
4219 VERA HOUSE DOI	75,000	62,499	314			
4220 BERKSHIRE BANK EITC		10,416				
4221 COMM FOUND WSFRC						
4222 ESFRC NATIONAL GRID						
4223 ***M&T SUMMER FRC						
4224 COMMUNITY FOUND FRC						
4225 EITC UNITED WAY	105,252	17,542				
4226 GLOBAL PARTNERS						
4227 EITC ALLYN FOUND						
4228 ESFRC AMERICAN HEART	14,000	2,333	5,130			
4229 CDBG ESFRC						
4231 EITC REISMAN FOUND						
4232 COMM FOUND FREE TAX	50,000	8,333				
4233 FRC BOEHEIM FOUND						
4234 FRC FOOD BANK	32,325	5,388	8,114	(3,840)	(640)	(559)
4230 CNYDIC F&CD						
4236 ESFRC SCSD	100,000	16,667	17,480			
4237 MOTHER CABRINI REENTRY			9,698			
4238 FREE TAX PREP KEY BANK			12,748			
4239 FREE TAX PREP BERKSHIRE			3,000			
4240 FREE TAX PREP UNITED WAY			45,784			
4242 FREE TAX PREP ALLYN FOUN			14,421			
4244 COMM FOUND CE			666			
4245 KEY BANK FREE TAX PRPE			2,363	(61,600)	(10,267)	
4248 ST. JOE MOTHER CABRINI			460			
5105 ***DSRIP/VBP						
5106 KRESGE FOUND						
5107 ***VBP FOOD PROD						
5109 ***CNYCC FFPD COVID				(49,091)	(8,182)	
5110 ***ARISE FOOD INSEC				(22,538)	(3,256)	
	1,804,664	300,777	363,408	(137,669)	(22,945)	(622)

51

E&H FEE FOR SERVICE

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF MARCH 31, 2024

CC

EASTWOOD

3902 ECC OFA
3903 ECC OFA
3904 ECC OFA
3905 ECC OFA
4202 ECC DEFRANCISCO
4235 ONONDAGA CNTY ECC
6192-584 CSBG

FOSTER GRANDPARENTS

3328 FGP CNCS
3329 FGP CNCS
3347 FGP CNCS
3348 NYS OFFICE FOR THE AGING
3495 NYS OFFICE FOR THE AGING
3496 NYS OFFICE FOR THE AGING
3499 NYS OFFICE FOR THE AGING

FOOD SERVICE

1700 FOOD SERVICES
3239 FSD OFA
3241 FSD OFA
3242 FSD OFA
9360 FOOD SERV - MEAL CONTR
9380 FSD CATERING

FUNDRAISING

100 FUNDRAISING

REVENUE			NET		
ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
35,000	5,833	13,479			
73,425	12,238				
90,000	15,000		40,000	6,667	
220,925	36,821	22,183			
419,350	69,892	35,661	40,000	6,667	-
482,046	80,341	73,484			
5,778	963	1,138			
487,824	81,304	74,622			
955,195	159,199	2,667	(121,812)	(20,302)	(20,163)
121,812	20,302	128,976	121,812	20,302	20,163
123,388	20,565	15,685			
1,200,395	200,066	167,491			
87,110	14,518	12,505	54,974	9,154	12,430
87,110	14,518	12,505	54,974	9,154	12,430

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF MARCH 31, 2024

CC

ENERGY & HOUSING

3101 HTFC - P PLUS
3102 NYS HEAP WX ARPA
3103 ONON CNTY AGING IN PLACE
3131 DHCR - LANDLORD CONTR
3189 HCR 3/1/22
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
2301 CACFP
2408 HEAD START
2411 HEAD START
2458 HS T&TA
2461 HS T&TA
2558 EHS T&TA
2561 EHS T&TA
2608 ***SYRACUSE UPK
2609 ***SYRACUSE UPK
2610 ***SYRACUSE UPK
2709 ***HS B'VILLE UPK
2909 ***LIVERPOOL EPK
2910 ***LIVERPOOL UPK

REVENUE

ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
879,275	146,546	900
99,564	16,594	4,868
1,553,058	258,843	23,193
2,652,610	442,102	291,058
5,184,506	864,084	320,019

NET

ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
69,366	11,561	
45,000	7,500	1,268
180,000	30,000	(13,352)
294,366	49,061	(12,084)

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF MARCH 31, 2024

CC

REVENUE

NET

	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
INDIRECT POOL						
1010 MAIN OFFICE						
1014 SUPPLEMENTAL COSTS			4,414	(211,229)	(95,205)	(32,850)
1020 EXECUTIVE OFFICE				(92,250)	(15,375)	
1030 HR				(332,865)	(55,478)	(36,990)
1040 FISCAL				(532,516)	(88,753)	(81,510)
1070 MIS			816	(911,035)	(151,839)	(120,908)
1080 PROGRAM OVERSIGHT				(313,211)	(52,202)	(37,802)
1090 BOARD OF DIRECTORS				(332,737)	(55,456)	(43,346)
1095 INDIRECT POOL ALLOCATION				(15,670)	(2,612)	(24)
			5,230	2,741,514	455,919	353,383
					0	(49)
NON-ALLOCABLE						
150 NON-ALLOCABLE				(9,450)	(1,575)	(1,442)
153 NON-ALLOCABLE DEPREC				(553,885)	(92,314)	(90,810)
				(563,335)	(93,889)	(92,252)
PROJECT CONNECTION						
3758 OPW/DD	78,110	13,018				
3759 OPW/DD			14,345			
3760 OPW/DD	24,218	4,036	3,734			
6192-552 CSBG	102,328	17,055	18,079			
SENIOR SERVICES						
3487 OFA N'HOOD ADV						
3497 OFA N'HOOD ADV						
3501 OFA N'HOOD ADV						
3488 OFA EISEP	46,000	7,667	5,569			
3498 OFA EISEP						

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF MARCH 31, 2024

	REVENUE			NET		
	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
CC						
3502 OFA EISEP	59,000	9,833	7,722			
6192-311 CSBG	5,623	937	929			
	110,623	18,437	14,220			
RENTALS						
7020 TULLY	4,800	800	800	756	126	180
7042 TULLY - ARISE	6,528	1,088	1,088	4,418	736	674
	11,328	1,888	1,888	5,174	862	853
TRANSPORTATION AND MAINTENANCE						
1500 TRANSPORTATION			7,433			
1600 MAINTENANCE			7,433			
SALE AND PURCHASE PROPERTIES						
3198 SALE OF 811 E. WASHINGTON						(8,203)
3199 PURCHASE 717 ERIE BLVD W						(8,203)
INSURANCE PROCEEDS						
9951 INSURANCE PROCEEDS			992			(707)
			992			(707)
YEAR END ACCRUALS						
9821 YEAR END ACCRUALS			(61,108)			
			(61,108)			
MINOR DIFF						
	29,680,811	4,946,802	3,723,336	(295,687)	(49,281)	(107,438)

SUPPLEMENTAL FINANCIAL INFORMATION
PREPARED FOR FINANCE COMMITTEE
AS OF MARCH

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 members can attend meetings either via zoom or in person.

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 REVENUE

3,723,336

GUIDE - % OF ALL REVENUE

15% - 30%

BANK ACCOUNTS

BANK	DESCRIPTION	G/L ACCT #	BALANCE AT MONTH END	MONTH LAST RECONCILED
KEY BANK	Operating	01-1000-00000	938,902	3/24
KEY BANK	DHCR Landlord Contr.	01-1004-00000	119,878	3/24
M&T	Operating for HS	01-1010-00000	23,019	3/24
KEY BANK	Capital Improvement/Repair Account	01-1012-00000	431,728	3/24
KEY BANK	Health Captive Account	01-1015-00000	6,705	3/24
All Petty Cash			8,300	
			<u>1,528,531</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.

1

CREDIT CARD STATEMENTS:

NOT APPLICABLE DURING THE SUMMER MONTHS OF JULY AND AUGUST
THE FOLLOWING ACCOUNT RECONCILIATIONS ARE REVIEWED BY A FINANCE COMMITTEE MEMBER AS AVAILABLE

KEY BANK (OPERATING AND DMV)
GENERAL PURCHASES 1720 AND -9177

HOME DEPOT
USED BY E&H, MAINTENANCE -5148

WEGMANS
USED BY HEAD START, FOOD SERVICES VARIOUS

WEX
USED BY VARIOUS DIRECTORS - OIL CHANGES -4050-6

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.

AGED ACCOUNTS RECEIVABLE AS OF FEBRUARY 29, 2024

Note: not presented as the fiscal year ending January 31, 2024 was not closed as yet.

ACCOUNTS PAYABLE AS OF MARCH 31, 2024

KEY BANK

%

Description of items over 90 days old:

None

of invoices over 90 days old 0

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

ACCOUNTING AND FINANCIAL POLICIES AND PROCEDURES MANUAL and TRAINING

The CFO will explain that PEACE, Inc. is not a "low-risk" auditee this year due to the filing of the Data Collection form. There was confusion due to the new platform to accept the form. Notices were not sent to PEACE, Inc. as they had been in the past. The new platform was not functional until mid October 2023. The auditors are responsible to start the upload of the file. The form was due 10/31/23, and was filed 11/1/23. We would be eligible for the status of "low-risk" auditee again for the fiscal year ending 1/31/26. The auditors state that this was a problem with their clients with our due date, and they have implemented new procedures to call their clients to ensure filed timely as the Federal Clearing House will not longer do this.

The CFO will discuss that we are in the process of reviewing the Onondaga County OFA grant. The wording of the contract and the intention of the agreement do not match. We will be contacting Onondaga County. If we can execute the contract based on the intention, PEACE, Inc. will be able to keep the net income from this grant. The grant is based on a fee for each meal served.

LEGAL

RE: DISCRIMINATION

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.

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.

Received a letter from Wyatt & Associates from Keene, NH that they now the counsel for Tamika.

Per HR Director DHR issued a probable cause finding in 11/23. Our attorney filed an appeal which was denied by DHR. We are waiting for a pre-hearing settlement conference to be scheduled which will be mediated by an Administrative Law Judge.

We received notice that there will be a pre-hearing settlement conference on 4/18/24.

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 MARCH 31, 2024

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

Yes

REQUIRED TAX FILINGS

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

Yes

4

CASH FORECAST

The CFO will prepare cash forecasts as needed.

MEAL COUNTS - MARCH 2024

	<u>MARCH 2024</u>
Breakfast	6,320
Lunch	6,688
Snack	6,149
Total Attended	6,783

5