

Mendocino County Tourism Commission, Inc.
Profit & Loss Budget Performance - SUMMARY
 February 2018

03/15/2018
 Accrual Basis

	Feb 18	Budget	% of Budget	Jul '17 - Feb 18	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense							
Income							
4030 · County BID	73,876.59	73,876.59	100.0%	591,012.72	591,012.72	100.0%	886,519.00
4031 · County BID adjustments	0.00			99,492.97	0.00	100.0%	0.00
4035 · County 50% Match	36,294.00	35,833.33	101.29%	290,352.00	286,666.64	101.29%	430,000.00
4040 · County Admin Fee	0.00	0.00	0.0%	0.00	0.00	0.0%	(26,596.00)
Other Income	3,175.09	5,602.50	56.67%	8,043.52	11,155.00	72.11%	26,600.00
Total Income	113,345.68	115,312.42	98.29%	988,901.21	888,834.36	111.26%	1,316,523.00
Gross Profit	113,345.68	115,312.42	98.29%	988,901.21	888,834.36	111.26%	1,316,523.00
Expense							
MEDIA & WEBSITE	55,174.30	77,182.66	71.49%	536,137.07	558,394.64	96.01%	834,500.00
VISITOR SVS / PARTNERSHIPS	7,648.94	8,065.00	94.84%	78,154.90	87,090.00	89.74%	123,500.00
ADMIN EXPENSES	9,223.60	10,301.67	89.54%	80,287.29	79,367.73	101.16%	111,200.00
PERSONNEL	32,887.97	23,147.00	142.08%	182,800.42	185,520.00	98.53%	277,800.00
Total Expense	104,934.81	118,696.33	88.41%	877,379.68	910,372.37	96.38%	1,347,000.00
Net Ordinary Income	8,410.87	(3,383.91)	(248.56%)	111,521.53	(21,538.01)	(517.79%)	(30,477.00)
Net Income	8,410.87	(3,383.91)	(248.56%)	111,521.53	(21,538.01)	(517.79%)	(30,477.00)
Budget Adjustment							
Previous Year Carryover	0.00	2,539.75	0.0%	0.00	20,318.00	0.0%	30,477.00
BALANCE	8,410.87	(844.16)	(996.36%)	111,521.53	(1,220.01)	(9,141.03%)	0.00

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4031 · County BID adjustments	0.00			99,492.97	0.00	100.0%	0.00
4035 · County 50% Match	36,294.00	35,833.33	101.29%	290,352.00	286,666.64	101.29%	430,000.00
4040 · County Admin Fee	0.00	0.00	0.0%	0.00	0.00	0.0%	(26,596.00)
Other Income	3,175.09	5,602.50	56.67%	8,043.52	11,155.00	72.11%	26,600.00
Total Income	113,345.68	115,312.42	98.29%	988,901.21	888,834.36	111.26%	1,316,523.00
Gross Profit	113,345.68	115,312.42	98.29%	988,901.21	888,834.36	111.26%	1,316,523.00
Expense							
MEDIA & WEBSITE							
Advertising / Media							
5130 · Print & Online Advertising	655.84	27,083.00	2.42%	204,211.81	216,664.00	94.25%	325,000.00
5150 · Ad Development/Design	0.00	666.67	0.0%	2,243.25	5,333.36	42.06%	8,000.00
5170 · Photography	191.24	666.67	28.69%	607.58	5,333.36	11.39%	8,000.00
5240 · Research & Development	0.00	1,666.67	0.0%	0.00	13,333.36	0.0%	20,000.00
5110 · Video Development	15,365.66	833.33	1,843.89%	16,043.89	6,666.64	240.66%	10,000.00
5015 · Marketing Contingency	0.00	833.33	0.0%	18,961.82	6,666.64	284.43%	10,000.00
Total Advertising / Media	16,212.74	31,749.67	51.06%	242,068.35	253,997.36	95.3%	381,000.00
Marketing / Public Relations							
5510 · Public Relations Contract	6,666.66	8,208.33	81.22%	58,733.28	65,666.64	89.44%	98,500.00
5520 · Marketing Agency Contract	8,333.00	8,333.00	100.0%	66,664.00	66,664.00	100.0%	100,000.00
5650 · Marketing & Comm. Coordinator	5,500.00	5,500.00	100.0%	44,000.00	44,000.00	100.0%	66,000.00
5660 · Clipping Service	485.61	541.67	89.65%	4,779.63	4,333.36	110.3%	6,500.00
5530 · In-Market PR Stunts	0.00	416.66	0.0%	156.00	1,666.64	9.36%	2,500.00
5560 · Media Events	206.16	291.67	70.68%	6,073.51	2,333.36	260.29%	3,500.00
5610 · Travel -PR Related	247.45	833.33	29.69%	1,922.46	6,666.64	28.84%	10,000.00
5550 · Visiting Media FAM Expenses	1,727.17	1,900.00	90.9%	7,476.25	8,500.00	87.96%	12,000.00
Total Marketing / Public Relations	23,166.05	26,024.66	89.02%	189,805.13	199,830.64	94.98%	299,000.00

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Website Maint / Development							
5710 · Interactive Media Coordinator	2,500.00	2,500.00	100.0%	20,000.00	20,000.00	100.0%	30,000.00
5730 · Interactive Marketing	0.00	1,000.00	0.0%	1,558.69	8,000.00	19.48%	12,000.00
5750 · Development/ Maintenance	1,419.00	1,416.67	100.16%	5,679.00	11,333.36	50.11%	17,000.00
Total Website Maint / Development	3,919.00	4,916.67	79.71%	27,237.69	39,333.36	69.25%	59,000.00
Leisure / Group Sales							
5805 · Sales Manager Contract	4,166.66	4,166.66	100.0%	33,333.28	33,333.28	100.0%	50,000.00
5810 · Promotion Items, Booth Develop	1,987.65	500.00	397.53%	18,921.33	2,500.00	756.85%	3,000.00
5820 · Consumer & Trade Shows	3,045.00	3,500.00	87.0%	11,549.66	11,000.00	105.0%	13,000.00
5840 · State Fair Exhibit	0.00	1,500.00	0.0%	0.00	1,500.00	0.0%	4,500.00
5870 · Shipping - Travel Shows	698.24	500.00	139.65%	1,880.97	1,500.00	125.4%	2,500.00
5885 · Travel - Group FAMs	0.00	1,800.00	0.0%	2,005.57	6,400.00	31.34%	10,000.00
5880 · Travel - Leisure/Group Sales	1,978.96	2,400.00	82.46%	9,335.09	8,000.00	116.69%	11,000.00
5890 · Misc. Sales Opportunities	0.00	125.00	0.0%	0.00	1,000.00	0.0%	1,500.00
Total Leisure / Group Sales	11,876.51	14,491.66	81.95%	77,025.90	65,233.28	118.08%	95,500.00
Total MEDIA & WEBSITE	55,174.30	77,182.66	71.49%	536,137.07	558,394.64	96.01%	834,500.00
VISITOR SVS / PARTNERSHIPS							
Visitor Services							
6220 · Event & Festival Guides	6,044.61	1,300.00	464.97%	22,959.56	31,000.00	74.06%	50,000.00
6530 · Incentives & Sponsorships	1,200.00	2,325.00	51.61%	32,350.00	29,000.00	111.55%	43,500.00
6170 · Visitor Centers & Signage	0.00	1,900.00	0.0%	174.67	2,000.00	8.73%	2,000.00
Retail Store	0.00			875.00	0.00	100.0%	0.00
Total Visitor Services	7,244.61	5,525.00	131.12%	56,359.23	62,000.00	90.9%	95,500.00
Partnerships							
6550 · Conferences & Seminars	34.05	2,000.00	1.7%	2,131.95	6,000.00	35.53%	6,000.00
6620 · In-County Relations	370.28	390.00	94.94%	1,795.04	3,120.00	57.53%	4,680.00
6520 · Memberships	0.00	150.00	0.0%	7,868.68	5,970.00	131.8%	7,320.00
6510 · North Coast Tourism Council	0.00			10,000.00	10,000.00	100.0%	10,000.00
Total Partnerships	404.33	2,540.00	15.92%	21,795.67	25,090.00	86.87%	28,000.00

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Total VISITOR SVS / PARTNERSHIPS	7,648.94	8,065.00	94.84%	78,154.90	87,090.00	89.74%	123,500.00
ADMIN EXPENSES							
Occupancy Costs							
7250 · Rent	1,950.00	1,950.00	100.0%	15,600.00	15,600.00	100.0%	23,400.00
7120 · Insurance	0.00	0.00	0.0%	2,106.92	2,107.00	100.0%	2,717.00
7260 · Repairs & Maintenance	381.00	125.00	304.8%	4,343.00	1,000.00	434.3%	1,500.00
7270 · Taxes	0.00			62.31	73.00	85.36%	73.00
7310 · Telecommunication	480.25	500.00	96.05%	4,462.61	4,000.00	111.57%	6,000.00
7350 · Utilities	744.61	666.67	111.69%	5,196.27	5,333.36	97.43%	8,000.00
Total Occupancy Costs	3,555.86	3,241.67	109.69%	31,771.11	28,113.36	113.01%	41,690.00
General Admin							
7010 · Accounting	691.25	600.00	115.21%	14,377.69	14,600.00	98.48%	17,000.00
7060 · Bank Fees	40.70	41.00	99.27%	406.29	336.00	120.92%	500.00
5250 · Board Development	2,407.36	2,450.00	98.26%	3,417.87	3,500.00	97.65%	3,500.00
7090 · Copying & Printing	108.11	100.00	108.11%	1,603.70	800.00	200.46%	1,200.00
7030 · Legal Fees	0.00	208.33	0.0%	1,882.50	1,875.01	100.4%	2,500.00
7140 · Licenses & Permits	0.00	0.00	0.0%	45.00	43.00	104.65%	63.00
7150 · Meeting Expenses	206.00	125.00	164.8%	1,699.62	1,000.00	169.96%	1,500.00
7200 · Office Expense	1,140.42	1,094.00	104.24%	13,774.29	9,567.00	143.98%	13,947.00
7210 · Postage & Shipping	366.11	1,250.00	29.29%	2,927.95	10,000.00	29.28%	15,000.00
7280 · Travel Expenses	707.79	1,191.67	59.4%	8,381.27	9,533.36	87.92%	14,300.00
Total General Admin	5,667.74	7,060.00	80.28%	48,516.18	51,254.37	94.66%	69,510.00
Total ADMIN EXPENSES	9,223.60	10,301.67	89.54%	80,287.29	79,367.73	101.16%	111,200.00
Personnel							
8510 · Salaries & Wages	21,810.39	18,750.00	116.32%	142,875.90	150,000.00	95.25%	225,000.00
8520 · Paid Time Off	767.44			1,283.44			
8530 · Payroll Taxes	2,405.14	2,433.00	98.86%	13,021.26	14,264.00	91.29%	21,400.00
8540 · Payroll Processing Fees	0.00			661.09	0.00	100.0%	0.00
8550 · Workers Comp	0.00			2,788.00	3,518.00	79.25%	3,518.00

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	Feb 18	Budget	% of Budget	Jul '17 - Feb 18	YTD Budget	% of Budget	Annual Budget
8570 · Health Insurance	2,017.50	1,744.00	115.68%	13,529.50	13,328.00	101.51%	20,304.00
8580 · Other Employee Benefits	0.00	0.00	0.0%	485.48	1,540.00	31.53%	3,078.00
8590 · Contract Work	5,887.50	220.00	2,676.14%	8,155.75	2,120.00	384.71%	3,000.00
7415 · Employee Recruitment	0.00	0.00	0.0%	0.00	750.00	0.0%	1,500.00
Total Personnel	32,887.97	23,147.00	142.08%	182,800.42	185,520.00	98.53%	277,800.00
Total Expense	104,934.81	118,696.33	88.41%	877,379.68	910,372.37	96.38%	1,347,000.00
Net Ordinary Income	8,410.87	(3,383.91)	(248.56%)	111,521.53	(21,538.01)	(517.79%)	(30,477.00)
Net Income	8,410.87	(3,383.91)	(248.56%)	111,521.53	(21,538.01)	(517.79%)	(30,477.00)
Budget Adjustment							
Previous Year Carryover	0.00	2,539.75	0.0%	0.00	20,318.00	0.0%	30,477.00
BALANCE	8,410.87	(844.16)	(996.36%)	111,521.53	(1,220.01)	(9,141.03%)	0.00

Mendocino County Tourism Commission, Inc.
Balance Sheet Prev Year Comparison
As of February 28, 2018

03/15/2018
Accrual Basis

	Feb 28, 18	Feb 28, 17	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1015 · MLCU Checking	470,711.82	383,631.60	87,080.22	22.7%
1020 · MLCU Savings	132,241.81	130,427.01	1,814.80	1.39%
1030 · Cash drawer	100.00	100.00	0.00	0.0%
Total Checking/Savings	603,053.63	514,158.61	88,895.02	17.29%
Accounts Receivable				
1100 · Accounts Receivable	187,421.12	165,455.41	21,965.71	13.28%
Total Accounts Receivable	187,421.12	165,455.41	21,965.71	13.28%
Other Current Assets				
1230 · Prepaid Expenses	5,754.00	2,500.00	3,254.00	130.16%
1250 · Refundable Deposits	2,350.00	2,350.00	0.00	0.0%
1270 · Receivable Other	0.00	23.87	(23.87)	(100.0%)
Total Other Current Assets	8,104.00	4,873.87	3,230.13	66.27%
Total Current Assets	798,578.75	684,487.89	114,090.86	16.67%
Fixed Assets				
1510 · Furniture and Equipment	46,385.00	46,385.00	0.00	0.0%
1600 · Accumulated Depreciation	(46,385.00)	(46,385.00)	0.00	0.0%
Total Fixed Assets	0.00	0.00	0.00	0.0%
Other Assets				
1700 · Website Development	70,000.00	70,000.00	0.00	0.0%
1750 · Accumulated Amortization	(70,000.00)	(70,000.00)	0.00	0.0%
Total Other Assets	0.00	0.00	0.00	0.0%
TOTAL ASSETS	798,578.75	684,487.89	114,090.86	16.67%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts Payable	22,684.39	63,686.76	(41,002.37)	(64.38%)
Total Accounts Payable	22,684.39	63,686.76	(41,002.37)	(64.38%)
Other Current Liabilities				
Payroll Liabilities				
2210 · Federal Payroll Tax Payable	528.61	0.00	528.61	100.0%
2220 · State Payroll Tax Payable	115.54	0.00	115.54	100.0%
2230 · SUI & ETT Payable	1,352.00	1,205.76	146.24	12.13%
2240 · FUTA Payable	142.31	126.92	15.39	12.13%
2270 · Accrued Payroll	8,650.17	7,652.99	997.18	13.03%
2275 · Accrued PTO	440.48	459.22	(18.74)	(4.08%)
Total Payroll Liabilities	11,229.11	9,444.89	1,784.22	18.89%

Mendocino County Tourism Commission, Inc.
Balance Sheet Prev Year Comparison
As of February 28, 2018

03/15/2018
Accrual Basis

	Feb 28, 18	Feb 28, 17	\$ Change	% Change
2800 · Sales Tx Payable	67.98	171.20	(103.22)	(60.29%)
Total Other Current Liabilities	11,297.09	9,616.09	1,681.00	17.48%
Total Current Liabilities	33,981.48	73,302.85	(39,321.37)	(53.64%)
Total Liabilities	33,981.48	73,302.85	(39,321.37)	(53.64%)
Equity				
3100 · Contingency-Restricted	132,044.00	130,344.00	1,700.00	1.3%
3900 · Unrestricted Net Assets (RE)	521,031.74	443,565.59	77,466.15	17.46%
Net Income	111,521.53	37,275.45	74,246.08	199.18%
Total Equity	764,597.27	611,185.04	153,412.23	25.1%
TOTAL LIABILITIES & EQUITY	798,578.75	684,487.89	114,090.86	16.67%

Mendocino County Tourism Commission, Inc.
Profit & Loss Prev Year Comparison
 July 2017 through February 2018

03/15/2018
Accrual Basis

	Jul '17 - Feb 18	Jul '16 - Feb 17	\$ Change	% Change
Ordinary Income/Expense				
Income				
4020 · MCPA Matching Funds	0.00	9,000.00	(9,000.00)	(100.0%)
4030 · County BID	591,012.72	533,333.36	57,679.36	10.82%
4031 · County BID adjustments	99,492.97	44,354.61	55,138.36	124.31%
4035 · County 50% Match	290,352.00	266,666.64	23,685.36	8.88%
4050 · NCTC Administration	0.00	4,500.00	(4,500.00)	(100.0%)
Other Income	8,043.52	12,848.15	(4,804.63)	(37.4%)
Total Income	988,901.21	870,702.76	118,198.45	13.58%
Gross Profit	988,901.21	870,702.76	118,198.45	13.58%
Expense				
MEDIA & WEBSITE				
Advertising / Media				
5130 · Print & Online Advertising	204,211.81	209,006.67	(4,794.86)	(2.29%)
5150 · Ad Development/Design	2,243.25	4,410.27	(2,167.02)	(49.14%)
5165 · AdverGame Development	0.00	12,000.00	(12,000.00)	(100.0%)
5170 · Photography	607.58	0.00	607.58	100.0%
5240 · Research & Development	0.00	25,602.54	(25,602.54)	(100.0%)
5110 · Video Development	16,043.89	15,701.11	342.78	2.18%
5015 · Marketing Contingency	18,961.82	10,890.09	8,071.73	74.12%
Total Advertising / Media	242,068.35	277,610.68	(35,542.33)	(12.8%)
Marketing / Public Relations				
5510 · Public Relations Contract	58,733.28	76,929.87	(18,196.59)	(23.65%)
5520 · Marketing Agency Contract	66,664.00	0.00	66,664.00	100.0%
5650 · Marketing & Comm. Coordinator	44,000.00	40,000.00	4,000.00	10.0%
5660 · Clipping Service	4,779.63	0.00	4,779.63	100.0%
5530 · In-Market PR Stunts	156.00	1,770.25	(1,614.25)	(91.19%)
5560 · Media Events	6,073.51	904.96	5,168.55	571.14%
5610 · Travel -PR Related	1,922.46	6,295.63	(4,373.17)	(69.46%)
5550 · Visiting Media FAM Expenses	7,476.25	6,557.15	919.10	14.02%
Total Marketing / Public Relations	189,805.13	132,457.86	57,347.27	43.3%
Website Maint / Development				
5710 · Interactive Media Coordinator	20,000.00	18,410.00	1,590.00	8.64%
5730 · Interactive Marketing	1,558.69	247.29	1,311.40	530.31%
5750 · Development/ Maintenance	5,679.00	9,452.67	(3,773.67)	(39.92%)
Total Website Maint / Development	27,237.69	28,109.96	(872.27)	(3.1%)

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Leisure / Group Sales				
5805 · Sales Manager Contract	33,333.28	0.00	33,333.28	100.0%
5810 · Promotion Items, Booth Develop	18,921.33	2,158.69	16,762.64	776.52%
5820 · Consumer & Trade Shows	11,549.66	13,122.09	(1,572.43)	(11.98%)
5840 · State Fair Exhibit	0.00	5,117.55	(5,117.55)	(100.0%)
5870 · Shipping - Travel Shows	1,880.97	983.94	897.03	91.17%
5885 · Travel - Group FAMs	2,005.57	1,993.60	11.97	0.6%
5880 · Travel - Leisure/Group Sales	9,335.09	6,758.98	2,576.11	38.11%
5890 · Misc. Sales Opportunities	0.00	787.20	(787.20)	(100.0%)
Total Leisure / Group Sales	77,025.90	30,922.05	46,103.85	149.1%
Total MEDIA & WEBSITE	536,137.07	469,100.55	67,036.52	14.29%
VISITOR SVS / PARTNERSHIPS				
Visitor Services				
6220 · Event & Festival Guides	22,959.56	12,095.81	10,863.75	89.81%
6040 · In-County Guides	0.00	3,628.03	(3,628.03)	(100.0%)
6210 · Event Partnership Funding	0.00	3,500.00	(3,500.00)	(100.0%)
6530 · Incentives & Sponsorships	32,350.00	20,614.03	11,735.97	56.93%
6170 · Visitor Centers & Signage	174.67	3,500.00	(3,325.33)	(95.01%)
6190 · Visitor Center/ Info Support	0.00	6,145.00	(6,145.00)	(100.0%)
Retail Store	875.00	886.08	(11.08)	(1.25%)
Total Visitor Services	56,359.23	50,368.95	5,990.28	11.89%
Partnerships				
6550 · Conferences & Seminars	2,131.95	4,156.03	(2,024.08)	(48.7%)
6620 · In-County Relations	1,795.04	493.37	1,301.67	263.83%
6520 · Memberships	7,868.68	5,726.48	2,142.20	37.41%
6510 · North Coast Tourism Council	10,000.00	5,000.00	5,000.00	100.0%
Total Partnerships	21,795.67	15,375.88	6,419.79	41.75%
Total VISITOR SVS / PARTNERSHIPS	78,154.90	65,744.83	12,410.07	18.88%
ADMIN EXPENSES				
Occupancy Costs				
7250 · Rent	15,600.00	14,700.00	900.00	6.12%
7120 · Insurance	2,106.92	1,070.00	1,036.92	96.91%
7260 · Repairs & Maintenance	4,343.00	1,912.78	2,430.22	127.05%
7270 · Taxes	62.31	72.25	(9.94)	(13.76%)
7310 · Telecommunication	4,462.61	6,120.54	(1,657.93)	(27.09%)
7350 · Utilities	5,196.27	5,352.98	(156.71)	(2.93%)
Total Occupancy Costs	31,771.11	29,228.55	2,542.56	8.7%

Mendocino County Tourism Commission, Inc.
Profit & Loss Prev Year Comparison
 July 2017 through February 2018

03/15/2018
Accrual Basis

	Jul '17 - Feb 18	Jul '16 - Feb 17	\$ Change	% Change
General Admin				
7010 · Accounting	14,377.69	15,699.50	(1,321.81)	(8.42%)
7060 · Bank Fees	406.29	242.56	163.73	67.5%
5250 · Board Development	3,417.87	0.00	3,417.87	100.0%
7090 · Copying & Printing	1,603.70	2,835.70	(1,232.00)	(43.45%)
7030 · Legal Fees	1,882.50	390.00	1,492.50	382.69%
7140 · Licenses & Permits	45.00	62.00	(17.00)	(27.42%)
7150 · Meeting Expenses	1,699.62	3,427.02	(1,727.40)	(50.41%)
7200 · Office Expense	13,774.29	10,188.96	3,585.33	35.19%
7210 · Postage & Shipping	2,927.95	18,778.79	(15,850.84)	(84.41%)
7280 · Travel Expenses	8,381.27	7,039.39	1,341.88	19.06%
Total General Admin	48,516.18	58,663.92	(10,147.74)	(17.3%)
Total ADMIN EXPENSES	80,287.29	87,892.47	(7,605.18)	(8.65%)
Personnel				
8510 · Salaries & Wages	142,875.90	144,953.02	(2,077.12)	(1.43%)
8520 · Paid Time Off	1,283.44	3,522.47	(2,239.03)	(63.56%)
8530 · Payroll Taxes	13,021.26	16,775.83	(3,754.57)	(22.38%)
8540 · Payroll Processing Fees	661.09	659.50	1.59	0.24%
8550 · Workers Comp	2,788.00	1,658.00	1,130.00	68.15%
8570 · Health Insurance	13,529.50	12,276.44	1,253.06	10.21%
8580 · Other Employee Benefits	485.48	0.00	485.48	100.0%
8590 · Contract Work	8,155.75	11,046.00	(2,890.25)	(26.17%)
7415 · Employee Recruitment	0.00	19,798.20	(19,798.20)	(100.0%)
Total Personnel	182,800.42	210,689.46	(27,889.04)	(13.24%)
Total Expense	877,379.68	833,427.31	43,952.37	5.27%
Net Ordinary Income	111,521.53	37,275.45	74,246.08	199.18%
Net Income	111,521.53	37,275.45	74,246.08	199.18%

Mendocino County Tourism Commission, Inc.
Statement of Cash Flows

03/15/2018

As of February 28, 2018

	<u>Feb 2018</u>	<u>Jul 17- Feb 18</u>
<u>Cash Flows from Operating Activities</u>		
Net Income	8,410.87	111,521.53
Adjustments to Reconcile Net Income to Net Cash		
(Increase)Decrease in Accounts Receivable	249,647.42	120,867.09
(Increase)Decrease in Prepaid Expenses	(784.00)	8,678.03
(Increase)Decrease in Accounts Payable	(15,704.76)	(11,037.33)
(Increase)Decrease in Payroll Liabilities	(765.79)	1,697.46
(Increase)Decrease in Sales Tx Payable	1.25	(105.02)
Total Adjustments to Reconcile Net Income to Net Cash	<u>232,394.12</u>	<u>120,100.23</u>
Net cash provided by Operating Activities	<u>240,804.99</u>	<u>231,621.76</u>
<u>Cash Flows from Investing Activities</u>		
Net cash provided by Investing Activities	<u>0.00</u>	<u>0.00</u>
<u>Cash Flows from Financing Activities</u>		
Increase in Contingency-Restricted	0.00	1,700.00
Decrease in Unrestricted Net Assets	0.00	(1,700.00)
Net cash provided by Financing Activities	<u>0.00</u>	<u>0.00</u>
Net Increase(Decrease) in Cash	240,804.99	231,621.76
Cash at Beginning of period	362,248.64	371,431.87
Cash at End of period	<u>603,053.63</u>	<u>603,053.63</u>