

Management Report  
Field Regina Northrop Neighborhood Group  
For the period ended January 31, 2021



Prepared February 11, 2021

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Field Regina Northrop Neighborhood Group  
Balance Sheet  
As of January 31, 2021

02/11/21  
Accrual Basis

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	<u>Jan 31, '21</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 — Wells Fargo Checking	20,255.99
1100 — Unrestricted Checking	18,409.59
1601 — Paypal Account	<u>112.90</u>
Total Checking/Savings	38,778.48
Other Current Assets	
1300 — Contracts Receivable	12,686.15
1400 — Petty Cash	100.00
1500 — Prepaid Expenses	<u>42.63</u>
Total Other Current Assets	<u>12,828.78</u>
Total Current Assets	<u>51,607.26</u>
<b>TOTAL ASSETS</b>	<b><u>51,607.26</u></b>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2200 — Deferred Revenue	<u>23,285.14</u>
Total Other Current Liabilities	<u>23,285.14</u>
Total Current Liabilities	<u>23,285.14</u>
Total Liabilities	23,285.14
Equity	
3200 — Unrestricted Net Assets	23,316.18
Net Income	<u>5,005.94</u>
Total Equity	<u>28,322.12</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>51,607.26</u></b>

**Field Regina Northrop Neighborhood Group**  
**Income Statement**  
**January 2021**

02/11/21  
 Accrual Basis

	<u>Jan '21</u>	<u>Apr '20 – Jan '21</u>
Ordinary Income/Expense		
Income		
4000 — City of Minneapolis Grants		
4010 — NRP	0.00	15,243.67
4020 — CPP	4,746.60	81,014.96
4030 — Great Streets	5,750.00	7,910.27
Total 4000 — City of Minneapolis Grants	<u>10,496.60</u>	<u>104,168.90</u>
4200 — Donations		
4201 — \$1 Campaign	2,559.00	7,037.91
4203 — GiveMN	0.00	1,651.31
4205 — Other Online donations	0.00	75.49
4200 — Donations – Other	-100.00	-100.00
Total 4200 — Donations	<u>2,459.00</u>	<u>8,664.71</u>
Total Income	12,955.60	112,833.61
Expense		
5000 — Payroll		
5001 — Salary	4,120.00	45,397.25
5003 — Payroll taxes	348.14	3,544.61
Total 5000 — Payroll	<u>4,468.14</u>	<u>48,941.86</u>
5100 — Office / Occupancy Expenses		
5101 — Rent	1,350.00	8,100.00
5102 — Phone	277.12	1,748.03
5103 — Internet / Web Site	0.00	310.00
5104 — Supplies	0.00	131.84
5105 — Postage	0.00	3,200.00
5106 — Printing	2,217.22	10,897.11
5107 — Bank Charges	0.00	48.02
5108 — Report Filing	0.00	25.00
5110 — Insurance	42.67	707.70
Total 5100 — Office / Occupancy Expenses	<u>3,887.01</u>	<u>25,167.70</u>
5200 — Professional Services		
5201 — Payroll Service	200.67	1,438.67
5202 — Accounting	0.00	990.00
5200 — Professional Services – Other	0.00	6,400.00
Total 5200 — Professional Services	<u>200.67</u>	<u>8,828.67</u>
6000 — Communications/Outreach		
6001 — Close to Home Expenses		
6002 — Printing	0.00	2,215.60
6004 — Layout	630.00	5,255.00
Total 6001 — Close to Home Expenses	<u>630.00</u>	<u>7,470.60</u>
Total 6000 — Communications/Outreach	630.00	7,470.60

Field Regina Northrop Neighborhood Group  
**Income Statement**  
 January 2021

02/11/21  
 Accrual Basis

	<u>Jan '21</u>	<u>Apr '20 – Jan '21</u>
6400 — Development		
6901 — Fundraising Expenses	1,750.00	1,750.00
Total 6400 — Development	1,750.00	1,750.00
6500 — Committees		
7050 — Communications Committee	500.00	4,274.90
7100 — Business Committee Programs	0.00	5,077.00
7200 — Greening Committee Programs	0.00	1,508.62
7401 — Parks Committee	0.00	173.20
6500 — Committees - Other	0.00	974.85
Total 6500 — Committees	500.00	12,008.57
6700 — Great Streets Expenses	2,160.27	2,160.27
7070 — Donations to other orgs	0.00	1,500.00
Total Expense	<u>13,596.09</u>	<u>107,827.67</u>
Net Ordinary Income	<u>-640.49</u>	<u>5,005.94</u>
Net Income	<u><u>-640.49</u></u>	<u><u>5,005.94</u></u>

02/11/21

Field Regina Northrop Neighborhood Group  
Statement Of Cash Flows  
January 2021

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	<u>Jan '21</u>
OPERATING ACTIVITIES	
Net Income	-640.49
Adjustments to reconcile Net Income to net cash provided by operations:	
1200 — Accounts Receivable	18,486.48
1301 — CPP	-4,746.60
1500 — Prepaid Expenses	<u>42.67</u>
Net cash provided by Operating Activities	13,142.06
FINANCING ACTIVITIES	
3100 — Retained Earnings	1,220.08
3200 — Unrestricted Net Assets	<u>-1,220.08</u>
Net cash provided by Financing Activities	<u>0.00</u>
Net cash increase for period	13,142.06
Cash at beginning of period	<u>25,636.42</u>
Cash at end of period	<u><u>38,778.48</u></u>

Field Regina Northrop Neighborhood Group  
**Monthly Transactions**  
As of January 31, 2021

02/11/21  
Accrual Basis

Date	Num	Source Name	Memo	Debit	Credit
1000 — Wells Fargo Checking					
01/07/21			Great Streets	5,750.00	
01/07/21			CPP & NRP Contract Income	18,486.48	
01/08/21	Auto	ADP Fees	Payroll service fee		63.41
01/13/21	Auto	ADP	Pay Period: 12/28 to 1/10/21		1,640.34
01/13/21	Auto	ADP	Payroll taxes: 12/28 to 1/10/21		593.73
01/15/21	Auto	US Internet	Internet service		77.79
01/17/21	7959	Century Link	Acct 612 721-4539 129		199.33
01/17/21	check	Greenhaven Printing	Close to Home Printing		2,217.22
01/17/21	check	Jeannie Piekos	Project contract manager CTH		630.00
01/17/21	check	Lake Nokomis Presbyterian Ch...	July/Oct/Dec 2020 rent		1,350.00
01/17/21	7955	Steven Date	Website redesign & social media		500.00
01/17/21	7954	Sweet Marketing	Reimbursement for ducks		1,750.00
01/20/21	7961	Jones Financial Services	Great Streets Grant		1,878.50
01/20/21		Stearline Rucker	Administration fee for Great Stre...		281.77
01/22/21	Auto	ADP Fees	Payroll service fee		63.41
01/27/21	Auto	ADP	Pay Period: 1/11 to 1/24/21		1,640.34
01/27/21	Auto	ADP	Pay Period: 1/11 to 1/24/21		593.73
01/27/21	Auto	ADP Fees	Payroll service fee		73.85
Total 1000 — Wells Fargo Checking				24,236.48	13,553.42
1100 — Unrestricted Checking					
01/04/21			1\$ Campaign income	66.00	
01/04/21			1\$ Campaign income	200.00	
01/04/21			1\$ Campaign income	107.00	
01/04/21			1\$ Campaign income	43.00	
01/04/21			1\$ Campaign income	40.00	
01/04/21			1\$ Campaign income	247.00	
01/11/21			1\$ Campaign Income	1,639.00	
01/11/21			1\$ Campaign income	20.00	
01/12/21			1\$ Campaign income	197.00	
01/21/21	1022	Kathy Burton	refund		100.00
Total 1100 — Unrestricted Checking				2,559.00	100.00
TOTAL				26,795.48	13,653.42

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Field Regina Northrop Neighborhood Group  
Reconciliation Detail  
1000 — Wells Fargo Checking, Period Ending 01/29/21

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						16,568.26
Cleared Transactions						
Checks and Payments – 14 items						
Check	01/20/21	7961	Jones Financial Services	X	-1,878.50	-1,878.50
Bill Pmt –Check	01/17/21	7954	Sweet Marketing	X	-1,750.00	-3,628.50
Bill Pmt –Check	01/13/21	Auto	ADP	X	-1,640.34	-5,268.84
Bill Pmt –Check	01/27/21	Auto	ADP	X	-1,640.34	-6,909.18
Bill Pmt –Check	12/29/20	Auto	ADP	X	-1,638.35	-8,547.53
Bill Pmt –Check	01/13/21	Auto	ADP	X	-593.73	-9,141.26
Bill Pmt –Check	01/27/21	Auto	ADP	X	-593.73	-9,734.99
Bill Pmt –Check	12/29/20	Auto	ADP	X	-579.24	-10,314.23
Bill Pmt –Check	01/17/21	7955	Steven Date	X	-500.00	-10,814.23
Bill Pmt –Check	01/17/21	7959	Century Link	X	-199.33	-11,013.56
Check	01/15/21	Auto	US Internet	X	-77.79	-11,091.35
Check	01/27/21	Auto	ADP Fees	X	-73.85	-11,165.20
Check	01/08/21	Auto	ADP Fees	X	-63.41	-11,228.61
Check	01/22/21	Auto	ADP Fees	X	-63.41	-11,292.02
Total Checks and Payments					-11,292.02	-11,292.02
Deposits and Credits – 2 items						
Deposit	01/07/21			X	5,750.00	5,750.00
Deposit	01/07/21			X	18,486.48	24,236.48
Total Deposits and Credits					24,236.48	24,236.48
Total Cleared Transactions					12,944.46	12,944.46
Cleared Balance					12,944.46	29,512.72
Uncleared Transactions						
Checks and Payments – 15 items						
Bill Pmt –Check	01/17/21	check	Greenhaven Printing		-2,217.22	-2,217.22
Bill Pmt –Check	12/14/20		Lake Nokomis Presbyt...		-1,350.00	-3,567.22
Bill Pmt –Check	01/17/21	check	Lake Nokomis Presbyt...		-1,350.00	-4,917.22
Bill Pmt –Check	12/14/20		Greenhaven Printing		-1,336.69	-6,253.91
Bill Pmt –Check	01/17/21	check	Jeannie Piekos		-630.00	-6,883.91
Bill Pmt –Check	12/02/20		Lake Nokomis Presbyt...		-450.00	-7,333.91
Check	11/01/19	7849	The Flower Shop		-375.00	-7,708.91
Bill Pmt –Check	01/22/20	7869	The Flower Shop		-375.00	-8,083.91
Bill Pmt –Check	06/01/19	7789	Mactir Academy of Iris...		-300.00	-8,383.91
Bill Pmt –Check	06/01/19	7787	Aztec Dancers		-300.00	-8,683.91
Check	01/20/21		Stearline Rucker		-281.77	-8,965.68
Bill Pmt –Check	06/01/19	7794	Special School District ...		-113.75	-9,079.43
Bill Pmt –Check	12/14/20		Century Link		-100.59	-9,180.02

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Field Regina Northrop Neighborhood Group  
**Reconciliation Detail**  
 1000 — Wells Fargo Checking, Period Ending 01/29/21

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	08/13/20	7926	Elaina Moss		-83.20	-9,263.22
Bill Pmt -Check	07/11/19	7809	Business Essentials		-33.51	-9,296.73
Total Checks and Payments					-9,296.73	-9,296.73
Deposits and Credits - 1 item						
Deposit	05/28/19				40.00	40.00
Total Deposits and Credits					40.00	40.00
Total Uncleared Transactions					-9,256.73	-9,256.73
Register Balance as of 01/29/21					3,687.73	20,255.99
New Transactions						
Checks and Payments - 7 items						
Bill Pmt -Check	02/01/21		South Side Clinic		-5,000.00	-5,000.00
Bill Pmt -Check	02/01/21		Zetah Design		-1,000.00	-6,000.00
Bill Pmt -Check	02/01/21		Lake Nokomis Presbyt...		-900.00	-6,900.00
Bill Pmt -Check	02/01/21		Stearline Rucker		-750.00	-7,650.00
Bill Pmt -Check	02/01/21		Steven Date		-400.00	-8,050.00
Bill Pmt -Check	02/01/21		Century Link		-100.88	-8,150.88
Bill Pmt -Check	02/01/21		Berleson		-39.00	-8,189.88
Total Checks and Payments					-8,189.88	-8,189.88
Total New Transactions					-8,189.88	-8,189.88
Ending Balance					-4,502.15	12,066.11



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Field Regina Northrop Neighborhood Group  
**Reconciliation Detail**  
1100 — Unrestricted Checking, Period Ending 01/31/21

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Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						15,950.59
Cleared Transactions						
Checks and Payments - 1 item						
Check	01/21/21	1022	Kathy Burton	X	-100.00	-100.00
Total Checks and Payments					-100.00	-100.00
Deposits and Credits - 9 items						
Deposit	01/11/21			X	20.00	20.00
Deposit	01/04/21			X	40.00	60.00
Deposit	01/04/21			X	43.00	103.00
Deposit	01/04/21			X	66.00	169.00
Deposit	01/04/21			X	107.00	276.00
Deposit	01/12/21			X	197.00	473.00
Deposit	01/04/21			X	200.00	673.00
Deposit	01/04/21			X	247.00	920.00
Deposit	01/11/21			X	1,639.00	2,559.00
Total Deposits and Credits					2,559.00	2,559.00
Total Cleared Transactions					2,459.00	2,459.00
Cleared Balance					2,459.00	18,409.59
Register Balance as of 01/31/21					2,459.00	18,409.59
Ending Balance					<u>2,459.00</u>	<u>18,409.59</u>