

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



Prepared June 5, 2021

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

06/05/21
Accrual Basis

	<u>May 31, '21</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 — Wells Fargo Checking	11,453.90
1100 — Unrestricted Checking	24,766.69
1601 — Paypal Account	<u>112.90</u>
Total Checking/Savings	36,333.49
Other Current Assets	
1300 — Contracts Receivable	10,281.92
1400 — Petty Cash	<u>110.00</u>
Total Other Current Assets	<u>10,391.92</u>
Total Current Assets	<u>46,725.41</u>
TOTAL ASSETS	<u>46,725.41</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 — Accounts Payable	<u>2,221.79</u>
Total Accounts Payable	2,221.79
Other Current Liabilities	
2200 — Deferred Revenue	<u>15,700.00</u>
Total Other Current Liabilities	<u>15,700.00</u>
Total Current Liabilities	<u>17,921.79</u>
Total Liabilities	17,921.79
Equity	
3100 — Retained Earnings	7,119.05
3200 — Unrestricted Net Assets	21,617.04
Net Income	<u>67.53</u>
Total Equity	<u>28,803.62</u>
TOTAL LIABILITIES & EQUITY	<u>46,725.41</u>

Field Regina Northrop Neighborhood Group
Income Statement
 April through May 2021

06/05/21
 Accrual Basis

	Apr - May '21
Ordinary Income/Expense	
Income	
4000 — City of Minneapolis Grants	
4010 — NRP	345.00
4020 — CPP	19,503.67
	19,848.67
Total 4000 — City of Minneapolis Grants	19,848.67
4200 — Donations	25.00
4300 — Program Income	
4330 — Duck Race	6,265.10
	6,265.10
Total 4300 — Program Income	6,265.10
 Total Income	 26,138.77
Expense	
5000 — Payroll	
5001 — Salary	10,300.00
5003 — Payroll taxes	808.95
	11,108.95
Total 5000 — Payroll	11,108.95
5100 — Office / Occupancy Expenses	
5101 — Rent	900.00
5102 — Phone	363.90
5103 — Internet / Web Site	30.00
5105 — Postage	2,200.00
5106 — Printing	4,797.57
5110 — Insurance	286.00
	8,577.47
Total 5100 — Office / Occupancy Expenses	8,577.47
5200 — Professional Services	
5201 — Payroll Service	253.64
5200 — Professional Services - Other	650.00
	903.64
Total 5200 — Professional Services	903.64
6000 — Communications/Outreach	
6001 — Close to Home Expenses	
6004 — Layout	1,561.18
6001 — Close to Home Expenses - Other	2,000.00
	3,561.18
Total 6001 — Close to Home Expenses	3,561.18
Total 6000 — Communications/Outreach	3,561.18
6400 — Development	
6901 — Fundraising Expenses	475.00
	475.00
Total 6400 — Development	475.00
6500 — Committees	
7050 — Communications Committee	1,200.00
7100 — Business Committee Programs	

Field Regina Northrop Neighborhood Group
Income Statement
April through May 2021

06/05/21
Accrual Basis

	<u>Apr - May '21</u>
7103 — Coupon Campaign	<u>190.00</u>
Total 7100 — Business Committee Programs	190.00
7401 — Parks Committee	<u>55.00</u>
Total 6500 — Committees	<u>1,445.00</u>
Total Expense	<u>26,071.24</u>
Net Ordinary Income	<u>67.53</u>
Net Income	<u><u>67.53</u></u>

06/05/21

Field Regina Northrop Neighborhood Group
Statement Of Cash Flows
April through May 2021

	<u>Apr - May '21</u>
OPERATING ACTIVITIES	
Net Income	67.53
Adjustments to reconcile Net Income to net cash provided by operations:	
1200 — Accounts Receivable	16,779.33
1301 — CPP	1,937.13
1400 — Petty Cash	-110.00
2000 — Accounts Payable	2,221.79
2202 — Advance - NRP	<u>-7,585.14</u>
Net cash provided by Operating Activities	13,310.64
FINANCING ACTIVITIES	
3100 — Retained Earnings	1,699.14
3200 — Unrestricted Net Assets	<u>-1,699.14</u>
Net cash provided by Financing Activities	<u>0.00</u>
Net cash increase for period	13,310.64
Cash at beginning of period	<u>23,022.85</u>
Cash at end of period	<u><u>36,333.49</u></u>

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

06/05/21
Accrual Basis

Date	Num	Source Name	Memo	Debit	Credit
1000 — Wells Fargo Checking					
05/01/21	8005	Peggy Zetah	Lay/out design revisions for Duck Race...		750.00
05/04/21	Auto	ADP	Pay Period: 4/19 to 5/2/21		1,789.15
05/05/21	Printed	Century Link	Acct 612 721-4539 129		103.81
05/05/21	8014	EKT Consulting	CTH and Social Media		2,000.00
05/05/21	8013	Elaina Moss	Horticultural Society reimbursement		55.00
05/05/21	Printed	Lake Nokomis Presbyterian Ch...	May 2021 rent		450.00
05/05/21	Printed	Metro Provider	mp2374		30.00
05/05/21	Printed	United States Liability Insuranc...	D&O insurance		286.00
05/05/21	8009	USPS	Permit #1342		1,000.00
05/05/21	Auto	ADP	Pay Period: 4/19 to 5/2/21		432.64
05/14/21		Greenhaven Printing	Duck Race Postcard		841.00
05/14/21	Auto	ADP Fees	Payroll service fee		63.41
05/17/21	Auto	US Internet	Internet service		78.11
05/19/21	Auto	ADP	Pay Period: 5/3 to 5/16/21		1,789.15
05/20/21		42006		14,200.66	
05/20/21	Auto	ADP	Pay Period: 5/3 to 5/16/21		432.64
05/27/21		Greenhaven Printing	Inv 211117		3,956.57
05/27/21		Lake Nokomis Presbyterian Ch...	May 2021 rent		450.00
05/27/21		Patricia Miller	Invoice #FRN002		120.00
Total 1000 — Wells Fargo Checking				14,200.66	14,627.48
1100 — Unrestricted Checking					
05/06/21			Duck Race	3,585.00	
05/07/21			Duck Race	484.00	
Total 1100 — Unrestricted Checking				4,069.00	0.00
TOTAL				18,269.66	14,627.48

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06/04/21

Field Regina Northrop Neighborhood Group
Reconciliation Detail
1000 — Wells Fargo Checking, Period Ending 05/27/21

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						20,019.49
Cleared Transactions						
Checks and Payments – 15 items						
Bill Pmt –Check	05/05/21	8014	EKT Consulting	X	-2,000.00	-2,000.00
Bill Pmt –Check	05/04/21	Auto	ADP	X	-1,789.15	-3,789.15
Bill Pmt –Check	05/19/21	Auto	ADP	X	-1,789.15	-5,578.30
Bill Pmt –Check	04/28/21	8002	USPS	X	-1,200.00	-6,778.30
Bill Pmt –Check	05/05/21	8009	USPS	X	-1,000.00	-7,778.30
Bill Pmt –Check	04/28/21	8003	Steven Date	X	-800.00	-8,578.30
Bill Pmt –Check	05/01/21	8005	Peggy Zetah	X	-750.00	-9,328.30
Bill Pmt –Check	04/30/21	8004	Jeannie Piekos	X	-691.18	-10,019.48
Bill Pmt –Check	05/05/21	Auto	ADP	X	-432.64	-10,452.12
Bill Pmt –Check	05/20/21	Auto	ADP	X	-432.64	-10,884.76
Bill Pmt –Check	04/19/21	7995	Steven Date	X	-400.00	-11,284.76
Check	04/30/21	Auto	ADP Fees	X	-126.82	-11,411.58
Bill Pmt –Check	04/19/21	7997	Century Link	X	-104.19	-11,515.77
Check	05/17/21	Auto	US Internet	X	-78.11	-11,593.88
Check	05/14/21	Auto	ADP Fees	X	-63.41	-11,657.29
Total Checks and Payments					-11,657.29	-11,657.29
Deposits and Credits – 1 item						
Payment	05/20/21	42006		X	14,200.66	14,200.66
Total Deposits and Credits					14,200.66	14,200.66
Total Cleared Transactions					2,543.37	2,543.37
Cleared Balance					2,543.37	22,562.86
Uncleared Transactions						
Checks and Payments – 21 items						
Bill Pmt –Check	05/27/21		Greenhaven Printing		-3,956.57	-3,956.57
Bill Pmt –Check	12/14/20		Lake Nokomis Presbyt...		-1,350.00	-5,306.57
Bill Pmt –Check	12/14/20		Greenhaven Printing		-1,336.69	-6,643.26
Bill Pmt –Check	05/14/21		Greenhaven Printing		-841.00	-7,484.26
Bill Pmt –Check	12/02/20		Lake Nokomis Presbyt...		-450.00	-7,934.26
Bill Pmt –Check	05/05/21	Printed	Lake Nokomis Presbyt...		-450.00	-8,384.26
Bill Pmt –Check	05/27/21		Lake Nokomis Presbyt...		-450.00	-8,834.26
Check	11/01/19	7849	The Flower Shop		-375.00	-9,209.26
Bill Pmt –Check	01/22/20	7869	The Flower Shop		-375.00	-9,584.26
Bill Pmt –Check	06/01/19	7787	Aztec Dancers		-300.00	-9,884.26
Bill Pmt –Check	06/01/19	7789	Mactir Academy of Iris...		-300.00	-10,184.26
Bill Pmt –Check	05/05/21	Printed	United States Liability I...		-286.00	-10,470.26
Bill Pmt –Check	05/27/21		Patricia Miller		-120.00	-10,590.26
Bill Pmt –Check	06/01/19	7794	Special School District ...		-113.75	-10,704.01
Bill Pmt –Check	05/05/21	Printed	Century Link		-103.81	-10,807.82
Bill Pmt –Check	12/14/20		Century Link		-100.59	-10,908.41

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06/04/21

Field Regina Northrop Neighborhood Group
Reconciliation Detail
1000 — Wells Fargo Checking, Period Ending 05/27/21

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	08/13/20	7926	Elaina Moss		-83.20	-10,991.61
Bill Pmt -Check	05/05/21	8013	Elaina Moss		-55.00	-11,046.61
Bill Pmt -Check	02/28/21		Business Essentials		-38.84	-11,085.45
Bill Pmt -Check	07/11/19	7809	Business Essentials		-33.51	-11,118.96
Bill Pmt -Check	05/05/21	Printed	Metro Provider		-30.00	-11,148.96
Total Checks and Payments					-11,148.96	-11,148.96
Deposits and Credits - 1 item						
Deposit	05/28/19				40.00	40.00
Total Deposits and Credits					40.00	40.00
Total Uncleared Transactions					-11,108.96	-11,108.96
Register Balance as of 05/27/21					-8,565.59	11,453.90
New Transactions						
Checks and Payments - 4 items						
Bill Pmt -Check	06/04/21		EKT Consulting		-3,540.00	-3,540.00
Bill Pmt -Check	06/02/21	Auto	ADP		-1,789.15	-5,329.15
Bill Pmt -Check	06/04/21		In Flight Tours		-550.00	-5,879.15
Bill Pmt -Check	06/03/21	Auto	ADP		-432.64	-6,311.79
Total Checks and Payments					-6,311.79	-6,311.79
Total New Transactions					-6,311.79	-6,311.79
Ending Balance					-14,877.38	5,142.11

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06/05/21

Field Regina Northrop Neighborhood Group
Reconciliation Detail
1100 — Unrestricted Checking, Period Ending 05/31/21

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Beginning Balance						20,697.69
Cleared Transactions						
Deposits and Credits - 2 items						
Deposit	05/07/21			X	484.00	484.00
Deposit	05/06/21			X	3,585.00	4,069.00
Total Deposits and Credits					<u>4,069.00</u>	<u>4,069.00</u>
Total Cleared Transactions					<u>4,069.00</u>	<u>4,069.00</u>
Cleared Balance					<u>4,069.00</u>	<u>24,766.69</u>
Register Balance as of 05/31/21					<u>4,069.00</u>	<u>24,766.69</u>
Ending Balance					<u><u>4,069.00</u></u>	<u><u>24,766.69</u></u>