

Valley Service Center  
**Balance Sheet**  
As of February 28, 2014

Feb 28, 14

**ASSETS**

Current Assets

Checking/Savings

Cash Account (Petty Cash)	40.00
WF Literature Fund	2,000.00
WF Operating Account	4,000.00
WF Prudent Reserve	22,838.64
WF Unity Fund	6,000.00
<b>Total Checking/Savings</b>	<b>34,878.64</b>

Other Current Assets

Inventory Asset	3,422.19
Prepaid Expense	2,050.00
Security Deposit - Village Pkw	600.00
Special Events Deposits	
Anniversary Dinner Deposit	750.00
<b>Total Special Events Deposits</b>	<b>750.00</b>

**Total Other Current Assets** 6,822.19

**Total Current Assets** 41,700.83

**TOTAL ASSETS** 41,700.83

**LIABILITIES & EQUITY**

Equity

2000 and Prior Year's (Equity)	37,152.58
Previous Year to 2001 (Equity)	-4,417.02
Net Income	8,965.27
<b>Total Equity</b>	<b>41,700.83</b>

**TOTAL LIABILITIES & EQUITY** 41,700.83

**Valley Service Center**  
**Profit & Loss**  
February 2014

	<u>Feb 14</u>	<u>Feb 13</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Income</b>				
CONTRIBUTIONS	2,118.18	1,598.11	520.07	32.54%
<b>LITERATURE SALES</b>				
Book Sales	527.70	1,256.75	-729.05	-58.01%
Chip Sales	74.75	54.75	20.00	36.53%
Mini Pamphlets	4.00	14.00	-10.00	-71.43%
<b>Total LITERATURE SALES</b>	<u>606.45</u>	<u>1,325.50</u>	<u>-719.05</u>	<u>-54.25%</u>
<b>UNITY FUNCTIONS</b>				
Anniversary Dinner	274.50	40.00	234.50	586.25%
<b>Total UNITY FUNCTIONS</b>	<u>274.50</u>	<u>40.00</u>	<u>234.50</u>	<u>586.25%</u>
<b>Total Income</b>	2,999.13	2,963.61	35.52	1.2%
<b>Cost of Goods Sold</b>				
Cost of Goods Sold	471.87	1,047.76	-575.89	-54.96%
<b>Total COGS</b>	<u>471.87</u>	<u>1,047.76</u>	<u>-575.89</u>	<u>-54.96%</u>
<b>Gross Profit</b>	2,527.26	1,915.85	611.41	31.91%
<b>Expense</b>				
<b>GENERAL OFFICE EXPENSES</b>				
Insurance	179.40	102.03	77.37	75.83%
Internet Service	45.00	40.00	5.00	12.5%
Inventory Write Off	130.49	0.00	130.49	100.0%
Office Equipment	211.43	0.00	211.43	100.0%
Office Manager Expense	795.00	940.00	-145.00	-15.43%
Office, Misc.	0.00	149.98	-149.98	-100.0%
Rent - Intergroup	20.00	20.00	0.00	0.0%
Rent - Office	444.00	431.00	13.00	3.02%
Supplies, Bus	86.83	103.52	-16.69	-16.12%
<b>Total GENERAL OFFICE EXPENSES</b>	<u>1,912.15</u>	<u>1,786.53</u>	<u>125.62</u>	<u>7.03%</u>
<b>LITERATURE PURCHASES</b>				
Pamphlet Purchases	110.56	83.60	26.96	32.25%
<b>Total LITERATURE PURCHASES</b>	<u>110.56</u>	<u>83.60</u>	<u>26.96</u>	<u>32.25%</u>
<b>PRINTING &amp; REPRODUCTION</b>				
Meeting Schedules	55.73	68.14	-12.41	-18.21%
Misc. Copying	36.78	83.61	-46.83	-56.01%
Newsletter	26.77	44.33	-17.56	-39.61%
<b>Total PRINTING &amp; REPRODUCTION</b>	<u>119.28</u>	<u>196.08</u>	<u>-76.80</u>	<u>-39.17%</u>
<b>UNITY FUNCTION EXPENSES</b>				

**Valley Service Center**  
**Profit & Loss**  
 February 2014

	<u>Feb 14</u>	<u>Feb 13</u>	<u>\$ Change</u>	<u>% Change</u>
Anniv. Dinner Expense	197.90	130.52	67.38	51.62%
<b>Total UNITY FUNCTION EXPENSES</b>	<u>197.90</u>	<u>130.52</u>	<u>67.38</u>	<u>51.62%</u>
<b>UTILITIES</b>				
<b>Telephone</b>				
925 829 0666 - Hotline	45.74	37.38	8.36	22.37%
925 829 3160	62.98	49.83	13.15	26.39%
AT&T Long Distance	3.88	3.31	0.57	17.22%
Automated Hotline -Freedom <sup>1</sup>	25.99	30.66	-4.67	-15.23%
<b>Total Telephone</b>	<u>138.59</u>	<u>121.18</u>	<u>17.41</u>	<u>14.37%</u>
<b>Total UTILITIES</b>	<u>138.59</u>	<u>121.18</u>	<u>17.41</u>	<u>14.37%</u>
<b>Total Expense</b>	<u>2,478.48</u>	<u>2,317.91</u>	<u>160.57</u>	<u>6.93%</u>
<b>Net Income</b>	<u><u>48.78</u></u>	<u><u>-402.06</u></u>	<u><u>450.84</u></u>	<u><u>-112.13%</u></u>

**Valley Service Center**  
**Profit & Loss**  
March 2013 through February 2014

	<u>Mar '13 - Feb 14</u>	<u>Mar '12 - Feb 13</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Income</b>				
CONTRIBUTIONS	21,372.38	15,783.65	5,588.73	35.41%
<b>LITERATURE SALES</b>				
Book Sales	9,309.65	8,867.10	442.55	4.99%
Chip Sales	1,145.05	1,118.02	27.03	2.42%
Mini Pamphlets	57.00	53.60	3.40	6.34%
Newsletter	32.00	47.00	-15.00	-31.92%
<b>Total LITERATURE SALES</b>	<b>10,543.70</b>	<b>10,085.72</b>	<b>457.98</b>	<b>4.54%</b>
<b>OTHER INCOME</b>				
Donations	0.00	83.05	-83.05	-100.0%
Petty Cash	0.00	169.50	-169.50	-100.0%
<b>Total OTHER INCOME</b>	<b>0.00</b>	<b>252.55</b>	<b>-252.55</b>	<b>-100.0%</b>
<b>UNITY FUNCTIONS</b>				
Anniversary Dinner	11,123.03	9,943.00	1,180.03	11.87%
VSC Annual Picnic	3,116.00	1,964.94	1,151.06	58.58%
<b>Total UNITY FUNCTIONS</b>	<b>14,239.03</b>	<b>11,907.94</b>	<b>2,331.09</b>	<b>19.58%</b>
<b>Total Income</b>	<b>46,155.11</b>	<b>38,029.86</b>	<b>8,125.25</b>	<b>21.37%</b>
<b>Cost of Goods Sold</b>				
Cost of Goods Sold	8,311.94	7,884.02	427.92	5.43%
<b>Total COGS</b>	<b>8,311.94</b>	<b>7,884.02</b>	<b>427.92</b>	<b>5.43%</b>
<b>Gross Profit</b>	<b>37,843.17</b>	<b>30,145.84</b>	<b>7,697.33</b>	<b>25.53%</b>
<b>Expense</b>				
<b>GENERAL OFFICE EXPENSES</b>				
Bank Charge	0.00	0.00	0.00	0.0%
Corporate fee	25.00	35.00	-10.00	-28.57%
Donations	285.15	0.00	285.15	100.0%
Insurance	1,301.45	1,122.33	179.12	15.96%
Internet Service	505.00	370.00	135.00	36.49%
Inventory Write Off	316.47	0.00	316.47	100.0%
Licenses and Permits	21.00	31.00	-10.00	-32.26%
Office Equipment	211.43	753.59	-542.16	-71.94%
Office Manager Expense	10,170.00	9,959.62	210.38	2.11%
Office, Misc.	240.35	218.65	21.70	9.93%
Postage and Delivery	81.84	135.00	-53.16	-39.38%
Rent - Intergroup	240.00	339.96	-99.96	-29.4%
Rent - Office	5,263.00	5,117.00	146.00	2.85%
Sales Tax	831.00	755.00	76.00	10.07%
Subscriptions - Grapevine	34.97	34.97	0.00	0.0%

**Valley Service Center**  
**Profit & Loss**  
March 2013 through February 2014

	<u>Mar '13 - Feb 14</u>	<u>Mar '12 - Feb 13</u>	<u>\$ Change</u>	<u>% Change</u>
Supplies, Bus	409.49	355.09	54.40	15.32%
Travel - Ofc Mgr Mtg	670.00	810.34	-140.34	-17.32%
Web Services	282.14	0.00	282.14	100.0%
<b>Total GENERAL OFFICE EXPENSES</b>	<b>20,888.29</b>	<b>20,037.55</b>	<b>850.74</b>	<b>4.25%</b>
<b>LITERATURE PURCHASES</b>				
Birthday Chips	0.00	0.00	0.00	0.0%
Pamphlet Purchases	608.48	427.96	180.52	42.18%
<b>Total LITERATURE PURCHASES</b>	<b>608.48</b>	<b>427.96</b>	<b>180.52</b>	<b>42.18%</b>
<b>PRINTING &amp; REPRODUCTION</b>				
Meeting Schedules	313.74	732.09	-418.35	-57.15%
Misc. Copying	354.55	289.78	64.77	22.35%
Newsletter	383.93	464.10	-80.17	-17.27%
<b>Total PRINTING &amp; REPRODUCTION</b>	<b>1,052.22</b>	<b>1,485.97</b>	<b>-433.75</b>	<b>-29.19%</b>
<b>UNITY FUNCTION EXPENSES</b>				
Anniv. Dinner Expense	3,935.73	4,908.92	-973.19	-19.83%
VSC Picnic Exp.	578.53	951.83	-373.30	-39.22%
Workshop Expenses	176.73	301.65	-124.92	-41.41%
<b>Total UNITY FUNCTION EXPENSES</b>	<b>4,690.99</b>	<b>6,162.40</b>	<b>-1,471.41</b>	<b>-23.88%</b>
<b>UTILITIES</b>				
Telephone				
925 829 0666 - Hotline	495.75	440.61	55.14	12.51%
925 829 3160	731.95	602.28	129.67	21.53%
AT&T Long Distance	50.14	25.79	24.35	94.42%
Automated Hotline -Freedom	360.08	362.02	-1.94	-0.54%
<b>Total Telephone</b>	<b>1,637.92</b>	<b>1,430.70</b>	<b>207.22</b>	<b>14.48%</b>
<b>Total UTILITIES</b>	<b>1,637.92</b>	<b>1,430.70</b>	<b>207.22</b>	<b>14.48%</b>
Void	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	<b>28,877.90</b>	<b>29,544.58</b>	<b>-666.68</b>	<b>-2.26%</b>
<b>Net Income</b>	<b>8,965.27</b>	<b>601.26</b>	<b>8,364.01</b>	<b>1,391.08%</b>

**Valley Service Center**  
**Profit & Loss Budget vs. Actual**  
March 2013 through February 2014

	<u>Mar '13 - Feb 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
<b>CONTRIBUTIONS</b>	21,372.38	16,399.92	4,972.46	130.32%
<b>LITERATURE SALES</b>				
<b>Book Sales</b>	9,309.65	8,949.24	360.41	104.03%
<b>Chip Sales</b>	1,145.05	1,335.84	-190.79	85.72%
<b>Mini Pamphlets</b>	57.00	49.92	7.08	114.18%
<b>Newsletter</b>	32.00	36.00	-4.00	88.89%
<b>Total LITERATURE SALES</b>	<u>10,543.70</u>	<u>10,371.00</u>	<u>172.70</u>	<u>101.67%</u>
<b>UNITY FUNCTIONS</b>				
<b>Anniversary Dinner</b>	11,123.03	9,950.00	1,173.03	111.79%
<b>VSC Annual Picnic</b>	3,116.00	2,000.00	1,116.00	155.8%
<b>Total UNITY FUNCTIONS</b>	<u>14,239.03</u>	<u>11,950.00</u>	<u>2,289.03</u>	<u>119.16%</u>
<b>Total Income</b>	46,155.11	38,720.92	7,434.19	119.2%
<b>Cost of Goods Sold</b>				
<b>Cost of Goods Sold</b>	8,311.94	7,815.48	496.46	106.35%
<b>Total COGS</b>	<u>8,311.94</u>	<u>7,815.48</u>	<u>496.46</u>	<u>106.35%</u>
<b>Gross Profit</b>	37,843.17	30,905.44	6,937.73	122.45%
<b>Expense</b>				
<b>GENERAL OFFICE EXPENSES</b>				
<b>Bank Charge</b>		33.00	-33.00	
<b>Corporate fee</b>	25.00	35.00	-10.00	71.43%
<b>Donations</b>	285.15	267.00	18.15	106.8%
<b>Insurance</b>	1,301.45	1,440.00	-138.55	90.38%
<b>Internet Service</b>	505.00	480.00	25.00	105.21%
<b>Inventory Write Off</b>	316.47			
<b>Licenses and Permits</b>	21.00	31.00	-10.00	67.74%
<b>Office Equipment</b>	211.43	550.00	-338.57	38.44%
<b>Office Manager Expense</b>	10,170.00	10,000.00	170.00	101.7%
<b>Office, Misc.</b>	240.35	280.08	-39.73	85.82%
<b>Postage and Delivery</b>	81.84	150.00	-68.16	54.56%
<b>Rent - Intergroup</b>	240.00	240.00		100.0%
<b>Rent - Office</b>	5,263.00	5,245.67	17.33	100.33%
<b>Sales Tax</b>	831.00	755.00	76.00	110.07%
<b>Subscriptions - Grapevin</b>	34.97	70.00	-35.03	49.96%
<b>Supplies, Bus</b>	409.49	350.04	59.45	116.98%
<b>Travel - Ofc Mgr Mtg</b>	670.00	621.99	48.01	107.72%
<b>Web Services</b>	282.14	200.04	82.10	141.04%
<b>Total GENERAL OFFICE EXPI</b>	<u>20,888.29</u>	<u>20,748.82</u>	<u>139.47</u>	<u>100.67%</u>

**Valley Service Center**  
**Profit & Loss Budget vs. Actual**  
March 2013 through February 2014

	<u>Mar '13 - Feb 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>LITERATURE PURCHASES</b>				
Pamphlet Purchases	608.48	430.08	178.40	141.48%
<b>Total LITERATURE PURCHASES</b>	<b>608.48</b>	<b>430.08</b>	<b>178.40</b>	<b>141.48%</b>
<b>PRINTING &amp; REPRODUCTION</b>				
Meeting Schedules	313.74	730.08	-416.34	42.97%
Misc. Copying	354.55	290.04	64.51	122.24%
Newsletter	383.93	460.08	-76.15	83.45%
<b>Total PRINTING &amp; REPRODUCTION</b>	<b>1,052.22</b>	<b>1,480.20</b>	<b>-427.98</b>	<b>71.09%</b>
<b>UNITY FUNCTION EXPENSES</b>				
Anniv. Dinner Expense	3,935.73	5,521.87	-1,586.14	71.28%
VSC Picnic Exp.	578.53	944.39	-365.86	61.26%
Workshop Expenses	176.73	300.00	-123.27	58.91%
<b>Total UNITY FUNCTION EXPENSES</b>	<b>4,690.99</b>	<b>6,766.26</b>	<b>-2,075.27</b>	<b>69.33%</b>
<b>UTILITIES</b>				
Telephone				
925 829 0666 - Hotlin	495.75	450.00	45.75	110.17%
925 829 3160	731.95	600.00	131.95	121.99%
AT&T Long Distance	50.14	30.00	20.14	167.13%
Automated Hotline -F	360.08	400.08	-40.00	90.0%
<b>Total Telephone</b>	<b>1,637.92</b>	<b>1,480.08</b>	<b>157.84</b>	<b>110.66%</b>
<b>Total UTILITIES</b>	<b>1,637.92</b>	<b>1,480.08</b>	<b>157.84</b>	<b>110.66%</b>
<b>Total Expense</b>	<b>28,877.90</b>	<b>30,905.44</b>	<b>-2,027.54</b>	<b>93.44%</b>
<b>Net Income</b>	<b>8,965.27</b>	<b>8,965.27</b>	<b>8,965.27</b>	<b>100.0%</b>

Valley Service Center  
Group Contribution Summary  
March 2013 through February 2014

	<u>Mar 13</u>	<u>Apr 13</u>	<u>May 13</u>	<u>Jun 13</u>	<u>Jul 13</u>	<u>Aug 13</u>	<u>Sep 13</u>	<u>Oct 13</u>	<u>Nov 13</u>	<u>Dec 13</u>	<u>Jan 14</u>	<u>Feb 14</u>	<u>TOTAL</u>
As Bill Sees It	0.00	340.00	0.00	0.00	0.00	0.00	0.00	375.00	0.00	0.00	0.00	0.00	715.00
Back To Basics	0.00	0.00	0.00	0.00	0.00	0.00	70.79	0.00	0.00	0.00	0.00	0.00	70.79
Broken Elevator Group	112.75	123.20	0.00	0.00	0.00	98.00	0.00	0.00	0.00	75.71	0.00	0.00	409.66
By the Book	0.00	94.60	0.00	0.00	129.06	0.00	0.00	146.04	0.00	0.00	144.46	0.00	514.16
Crossroads Fellowship	90.00	90.00	90.00	180.00	180.00	180.00	180.00	1,680.00	180.00	360.00	0.00	0.00	3,210.00
EBYPAA	100.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	0.00	0.00	0.00	0.00	300.00
Friday Night Fellowship	0.00	0.00	0.00	0.00	62.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	62.70
Friday Night Live	118.80	0.00	0.00	0.00	112.62	0.00	0.00	27.83	0.00	0.00	0.00	0.00	259.25
Friendship Group	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	57.00	57.00
Groupo Livermore	0.00	0.00	0.00	0.00	0.00	0.00	250.00	0.00	0.00	0.00	0.00	0.00	250.00
Hard Knox Group	0.00	0.00	134.00	0.00	0.00	0.00	0.00	0.00	118.80	0.00	0.00	0.00	252.80
Hilltop Group	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	484.71	0.00	0.00	484.71
Ind	0.00	0.00	0.00	20.00	10.00	0.00	0.00	10.89	0.00	0.00	0.00	0.00	40.89
Intergroup Meeting	39.00	27.00	23.65	26.36	43.00	27.65	23.00	38.00	32.07	27.00	24.00	35.00	365.73
Jay-Walkers	34.63	97.56	0.00	44.59	105.24	60.55	49.80	77.26	59.05	138.24	98.95	105.48	871.35
Ladies Lifeline	126.46	162.58	152.23	95.29	160.22	205.15	163.74	134.54	280.54	192.94	97.36	164.08	1,935.13
Letting Go Group	0.00	126.00	0.00	0.00	105.00	0.00	0.00	108.50	0.00	0.00	104.50	0.00	444.00
Monday Nite Live	0.00	0.00	0.00	250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
Primary Purpose	0.00	462.09	0.00	0.00	0.00	665.29	0.00	0.00	0.00	1,053.44	0.00	1,036.54	3,217.36
Rebellion Dogs	0.00	0.00	0.00	0.00	0.00	116.61	0.00	0.00	173.00	0.00	0.00	0.00	289.61
S. R. Recovery Group	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	114.29	129.33	0.00	0.00	243.62
Saturday Morning Breakfast	0.00	0.00	0.00	0.00	502.16	0.00	0.00	0.00	1,190.24	0.00	0.00	117.60	1,810.00
Serenity Seekers	0.00	0.00	0.00	94.24	210.18	0.00	0.00	0.00	0.00	0.00	0.00	70.20	374.62
Sunday Morning Coffee - Dublin	0.00	0.00	0.00	0.00	433.80	0.00	0.00	0.00	254.10	0.00	0.00	204.00	891.90
The Unscripted Men's Group	331.00	345.00	0.00	140.00	100.80	69.30	78.40	93.10	191.80	259.00	0.00	105.21	1,713.61
There is a Solution	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60.00	0.00	0.00	105.00	165.00
Tri-Valley Fellowship	10.00	52.75	0.00	50.00	25.00	0.00	25.00	25.00	25.00	25.00	25.00	0.00	262.75
Tues. Night Women's Step Study	0.00	0.00	0.00	0.00	39.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	39.00
Valley Service Center	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.37	7.37
Women Staying in the Book	37.80	75.00	85.20	101.70	76.20	34.47	82.68	80.40	88.56	37.92	55.50	85.20	840.63
Womens Step Tuesday San Ramon	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.50	25.50
Words Of Wisdom	0.00	0.00	0.00	518.24	0.00	0.00	0.00	0.00	0.00	480.00	0.00	0.00	998.24
<b>TOTAL</b>	<b><u>1,000.44</u></b>	<b><u>1,995.78</u></b>	<b><u>485.08</u></b>	<b><u>1,520.42</u></b>	<b><u>2,294.98</u></b>	<b><u>1,457.02</u></b>	<b><u>923.41</u></b>	<b><u>2,996.56</u></b>	<b><u>2,767.45</u></b>	<b><u>3,263.29</u></b>	<b><u>549.77</u></b>	<b><u>2,118.18</u></b>	<b><u>21,372.38</u></b>