

Valley Service Center
Month and YTD Profit & Loss
 November 2015

9:36 PM
 12/18/2015
 Accrual Basis

	Nov 15	Oct 15	Sep 15	Aug 15	Jul 15	Jun 15	May 15	Apr 15	Mar 15	03 - 11 15
Ordinary Income/Expense										
Income										
CONTRIBUTIONS	1,544	1,213	892	2,387	850	914	551	2,236	871	11,458
LITERATURE SALES										-
(Reduction of Big Book Sales)	(24)	(52)	(169)							(245)
Book Sales	449	801	1,159	529	427	955	1,573	779	431	7,103
Chip Sales	108	75	157	37	55	163	255	119	149	1,117
Mini Pamphlets	-	-	0.05	-	-	-	-	-	-	0.05
Total LITERATURE SALES	533	824	1,147	566	482	1,118	1,827	897	580	7,975
OTHER INCOME	24	243	169	1,000						1,436
UNITY FUNCTIONS										
VSC Annual Picnic	-	-								
Raffle Ticket Sales				920	-	-	-	-	-	920
Ticket Sales for Picnic			30	965						995
Total VSC Annual Picnic	-	-	30	1,885	-	-	-	-	-	1,915
Total UNITY FUNCTIONS	-	-	30	1,885	-	-	-	-	-	1,915
Total Income	2,101	2,280	2,239	5,838	1,332	2,032	2,379	3,133	1,450	22,784
Cost of Goods Sold										
5000 - Cost of Goods Sold	464	741	996	512	438	928	1,522	772	475	6,847
Total COGS	464	741	996	512	438	928	1,522	772	475	6,847
Gross Profit	1,637	1,539	1,243	5,326	894	1,104	857	2,361	976	15,937
Expense										
GENERAL OFFICE EXPENSES										
Corporate fee	-		-	-	-	25	-	-	-	25
Donations	-	22	56	44	-	-	-	-	-	123
Insurance										-
General Liability Insurance	68	68	68	70	68	68	68	68	68	615
Insurance D&O Liability	62	62	62	62	62	62	62	62	62	559
Worker's Compensation	28	28	28	28	28	28	28	28	28	248
Total Insurance	158	158	158	160	158	158	158	158	158	1,421

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	Nov 15	Oct 15	Sep 15	Aug 15	Jul 15	Jun 15	May 15	Apr 15	Mar 15	03 - 11 15
Internet Service										
Broadband Service-Office	35	35	35	35	35	35	35	35	35	315
Web Master	49	49	49	49	49	49	49	49	49	441
Total Internet Service	84	84	84	84	84	84	84	84	84	756
Inventory Write Off	-	-	-	-	-	-	136	-	-	136
Licenses and Permits	-	-	-	21	-	-	-	-	-	21
Miscellaneous, Bus	-	-	-	-	-	-	-	-	20	20
Office Employee Payroll										
Employer Payroll Expense	639	1,159	584	424	773	1,013	732	560	-	5,885
Employer Payroll Taxes	138	250	126	91	86	226	158	112	-	1,187
Payroll Monthly Fee	79	79	79	71	96	54	54	54	-	565
Total Office Employee Payroll	856	1,488	788	587	955	1,293	943	726	-	7,636
Office Equipment	-	-	25	-	-	-	-	-	-	25
Postage and Delivery	-	9	29	30	13	8	8	-	33	130
Rent - Intergroup	20	20	20	20	20	20	20	20	20	180
Rent - Office	471	471	471	457	457	457	457	457	457	4,155
Sales Tax	-	-	16	6	888	-	-	-	-	909
Subscriptions - Grapevine	-	-	-	-	-	-	-	-	50	50
Supplies, Bus	138	-	148	68	58	38	-	53	-	504
Total GENERAL OFFICE EXPENSES	1,726	2,251	1,794	1,476	2,633	2,083	1,806	1,498	822	16,090
LITERATURE PURCHASES										
Pamphlet Purchases	-	184	-	45	69	9	90	26	-	422
Total LITERATURE PURCHASES	-	184	-	45	69	9	90	26	-	422
Printing & Copying										
Newsletter	-	-	33	-	-	-	-	-	-	33
Total Printing & Copying	-	-	33	-	-	-	-	-	-	33
UNITY FUNCTION EXPENSES										
VSC Picnic Exp.										
(Free Drinks Picnic Exp)	-	-	-	(169)	-	-	-	-	-	(169)
Food Expenses	-	-	-	669	-	-	-	-	-	669

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	Nov 15	Oct 15	Sep 15	Aug 15	Jul 15	Jun 15	May 15	Apr 15	Mar 15	03 - 11 15
Supplies for Picnic	-	-	-	177	-	-	-	-	-	177
Total VSC Picnic Exp.	-	-	-	677	-	-	-	-	-	677
Workshop Expenses	-	210	-	150	-	-	-	-	-	360
Total UNITY FUNCTION EXPENSES	-	210	-	827	-	-	-	-	-	1,037
UTILITIES										
Telephone										
925 829 0666 - Hotline	63	62	62	61	61	61	61	64	54	550
925 829 3160	51	51	51	51	51	51	51	51	51	459
AT&T - Monthly Fee	14	14	14	14	14	14	14	28	-	126
Automated Hotline -Freedom Voic	26	26	26	21	26	26	26	26	26	229
Total Telephone	154	154	153	147	152	152	152	169	131	1,365
Total UTILITIES	154	154	153	147	152	152	152	169	131	1,365
Total Expense	1,880	2,799	1,980	2,495	2,855	2,244	2,048	1,693	952	18,946
Net Ordinary Income	(243)	(1,259)	(737)	2,831	(1,961)	(1,141)	(1,191)	669	23	(3,009)
Other Income/Expense										
Other Expense										
Additional Workshop	-	150	-	-	-	-	-	-	-	150
Free Drinks - Picnic	-	-	-	169	-	-	-	-	-	169
Reduced Tickets for Picnic	-	-	-	1,000	-	-	-	-	-	1,000
Reduction of Big Book	24	52	169	-	-	-	-	-	-	245
Total Other Expense	24	202	169	1,169	-	-	-	-	-	1,564
Net Other Income	(24)	(202)	(169)	(1,169)	-	-	-	-	-	(1,564)
Net Income	(267)	(1,461)	(906)	1,662	(1,961)	(1,141)	(1,191)	669	23	(4,573)
Freedom Voice		26					(28)			
		(1,435)					(1,218)			

Valley Service Center
Profit & Loss YTD Comparison
 March through November 2015

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 Accrual Basis

	Mar - Nov 15	Mar - Nov 14	\$ Change
Ordinary Income/Expense			
Income			
CONTRIBUTIONS	11,457.82	16,575.59	(5,117.77)
LITERATURE SALES			
(Reduction of Big Book Sales)	(245.00)	94.00	(339.00)
Book Sales	7,103.25	8,990.45	(1,887.20)
Chip Sales	1,116.50	1,001.65	114.85
Mini Pamphlets	0.05	24.00	(23.95)
Newsletter	0.00	44.00	(44.00)
Total LITERATURE SALES	<u>7,974.80</u>	<u>10,154.10</u>	<u>(2,179.30)</u>
OTHER INCOME	1,436.27	1,000.00	436.27
UNITY FUNCTIONS			
VSC Annual Picnic			
Raffle Ticket Sales	920.00	842.00	78.00
Ticket Sales for Picnic	995.00	1,000.00	(5.00)
Total VSC Annual Picnic	<u>1,915.00</u>	<u>1,842.00</u>	<u>73.00</u>
Total UNITY FUNCTIONS	<u>1,915.00</u>	<u>1,842.00</u>	<u>73.00</u>
Total Income	<u>22,783.89</u>	<u>29,571.69</u>	<u>(6,787.80)</u>
Cost of Goods Sold			
5000 - Cost of Goods Sold	6,846.50	8,360.56	(1,514.06)
Total COGS	<u>6,846.50</u>	<u>8,360.56</u>	<u>(1,514.06)</u>
Gross Profit	<u>15,937.39</u>	<u>21,211.13</u>	<u>(5,273.74)</u>
Expense			
GENERAL OFFICE EXPENSES			
Corporate fee	25.00	25.00	0.00
Donations	122.59	0.00	122.59
Insurance			
General Liability Insurance	614.72	0.00	614.72
Insurance D&O Liability	558.72	0.00	558.72
Worker's Compensation	247.50	0.00	247.50
Insurance - Other	0.00	918.00	(918.00)
Total Insurance	<u>1,420.94</u>	<u>918.00</u>	<u>502.94</u>
Internet Service			
Broadband Service-Office	315.00	0.00	315.00
Web Master	441.00	0.00	441.00
Internet Service - Other	0.00	385.00	(385.00)
Total Internet Service	<u>756.00</u>	<u>385.00</u>	<u>371.00</u>
Inventory Write Off	136.01	0.00	136.01
Licenses and Permits	21.00	41.00	(20.00)
Miscellaneous, Bus	20.00	50.06	(30.06)
Office Employee Payroll			
Employer Payroll Expense	5,884.50	0.00	5,884.50
Employer Payroll Taxes	1,186.91	0.00	1,186.91
Payroll Monthly Fee	564.50	0.00	564.50
Office Employee Payroll - Other	0.00	8,381.00	(8,381.00)
Total Office Employee Payroll	<u>7,635.91</u>	<u>8,381.00</u>	<u>(745.09)</u>

Valley Service Center
Profit & Loss YTD Comparison
 March through November 2015

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 12/18/2015
 Accrual Basis

	<u>Mar - Nov 15</u>	<u>Mar - Nov 14</u>	<u>\$ Change</u>
Office Equipment	24.71	377.13	(352.42)
Office, Misc.	0.00	105.88	(105.88)
Postage and Delivery	129.85	150.75	(20.90)
Rent - Intergroup	180.00	180.00	0.00
Rent - Office	4,155.00	4,048.00	107.00
Sales Tax	909.43	1,030.00	(120.57)
Subscriptions - Grapevine	49.97	49.97	0.00
Supplies, Bus	503.52	305.61	197.91
Travel - Ofc Mgr Mtg	0.00	1,174.77	(1,174.77)
Total GENERAL OFFICE EXPENSES	16,089.93	17,222.17	(1,132.24)
LITERATURE PURCHASES			
Pamphlet Purchases	422.36	476.02	(53.66)
Total LITERATURE PURCHASES	422.36	476.02	(53.66)
Printing & Copying			
Meeting Schedules	0.00	499.14	(499.14)
Misc. Copying	0.00	245.05	(245.05)
Newsletter	32.63	301.04	(268.41)
Total Printing & Copying	32.63	1,045.23	(1,012.60)
UNITY FUNCTION EXPENSES			
VSC Picnic Exp.			
(Free Drinks Picnic Exp)	(169.00)	(348.56)	179.56
Food Expenses	669.00	0.00	669.00
Supplies for Picnic	176.53	0.00	176.53
VSC Picnic Exp. - Other	0.00	1,399.33	(1,399.33)
Total VSC Picnic Exp.	676.53	1,050.77	(374.24)
Workshop Expenses	360.00	100.04	259.96
Total UNITY FUNCTION EXPENSES	1,036.53	1,150.81	(114.28)
UTILITIES			
Telephone			
925 829 0666 - Hotline	550.09	442.38	107.71
925 829 3160	459.08	632.28	(173.20)
AT&T - Monthly Fee	126.00	0.00	126.00
AT&T Long Distance	0.00	32.21	(32.21)
Automated Hotline -Freedom Voic	229.42	233.43	(4.01)
Total Telephone	1,364.59	1,340.30	24.29
Total UTILITIES	1,364.59	1,340.30	24.29
Total Expense	18,946.04	21,234.53	(2,288.49)
Net Ordinary Income	(3,008.65)	(23.40)	(2,985.25)
Other Income/Expense			
Other Expense			
Additional Workshop	150.00	0.00	150.00
Free Drinks - Picnic	169.00	348.56	(179.56)
Reduced Tickets for Picnic	1,000.00	1,000.00	0.00
Reduction of Big Book	245.00	94.00	151.00
Total Other Expense	1,564.00	1,442.56	121.44
Net Other Income	(1,564.00)	(1,442.56)	(121.44)
Net Income	(4,572.65)	(1,465.96)	(3,106.69)

Valley Service Center
Profit & Loss Actual vs Budget
March through November 2015

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12/18/2015
Accrual Basis

	<u>Mar - Nov 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
CONTRIBUTIONS	11,457.82	13,500.00	(2,042.18)
LITERATURE SALES			
(Reduction of Big Book Sales)	(245.00)	(225.00)	(20.00)
Book Sales	7,103.25	8,100.00	(996.75)
Chip Sales	1,116.50	900.00	216.50
Mini Pamphlets	0.05	0.00	0.05
Total LITERATURE SALES	7,974.80	8,775.00	(800.20)
OTHER INCOME	1,436.27	3,515.00	(2,078.73)
UNITY FUNCTIONS			
VSC Annual Picnic			
Raffle Ticket Sales	920.00	1,000.00	(80.00)
Ticket Sales for Picnic	995.00	1,000.00	(5.00)
Total VSC Annual Picnic	1,915.00	2,000.00	(85.00)
Total UNITY FUNCTIONS	1,915.00	2,000.00	(85.00)
Total Income	22,783.89	27,790.00	(5,006.11)
Cost of Goods Sold			
5000 - Cost of Goods Sold	6,846.50	9,000.00	(2,153.50)
Total COGS	6,846.50	9,000.00	(2,153.50)
Gross Profit	15,937.39	18,790.00	(2,852.61)
Expense			
GENERAL OFFICE EXPENSES			
Corporate fee	25.00	25.00	0.00
Donations	122.59	180.00	(57.41)
Insurance			
General Liability Insurance	614.72	612.73	1.99
Insurance D&O Liability	558.72	558.73	(0.01)
Worker's Compensation	247.50	247.50	0.00
Total Insurance	1,420.94	1,418.96	1.98
Internet Service			
Broadband Service-Office	315.00	315.00	0.00
Web Master	441.00	441.00	0.00
Total Internet Service	756.00	756.00	0.00
Inventory Write Off	136.01	150.00	(13.99)
Licenses and Permits	21.00	45.00	(24.00)
Miscellaneous, Bus	20.00	0.00	20.00
Office Employee Payroll			
Employer Payroll Expense	5,884.50	6,200.00	(315.50)
Employer Payroll Taxes	1,186.91	1,325.00	(138.09)
Payroll Monthly Fee	564.50	507.00	57.50
Total Office Employee Payroll	7,635.91	8,032.00	(396.09)
Office Equipment	24.71	405.00	(380.29)
Postage and Delivery	129.85	90.00	39.85

Valley Service Center
Profit & Loss Actual vs Budget
March through November 2015

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12/18/2015
Accrual Basis

	Mar - Nov 15	Budget	\$ Over Budget
Rent - Intergroup	180.00	180.00	0.00
Rent - Office	4,155.00	4,141.00	14.00
Repairs	0.00	95.00	(95.00)
Sales Tax	909.43	675.00	234.43
Subscriptions - Grapevine	49.97	38.25	11.72
Supplies, Bus	503.52	405.00	98.52
Travel - Ofc Mgr Mtg	0.00	675.00	(675.00)
Total GENERAL OFFICE EXPENSES	16,089.93	17,311.21	(1,221.28)
LITERATURE PURCHASES			
Pamphlet Purchases	422.36	450.00	(27.64)
Total LITERATURE PURCHASES	422.36	450.00	(27.64)
Printing & Copying			
Newsletter	32.63	0.00	32.63
Total Printing & Copying	32.63	0.00	32.63
UNITY FUNCTION EXPENSES			
VSC Picnic Exp.			
(Free Drinks Picnic Exp)	(169.00)	(300.00)	131.00
Food Expenses	669.00	1,000.00	(331.00)
Supplies for Picnic	176.53	300.00	(123.47)
Total VSC Picnic Exp.	676.53	1,000.00	(323.47)
Workshop Expenses	360.00	375.00	(15.00)
Total UNITY FUNCTION EXPENSES	1,036.53	1,375.00	(338.47)
UTILITIES			
Telephone			
925 829 0666 - Hotline	550.09	582.00	(31.91)
925 829 3160	459.08	459.00	0.08
AT&T - Monthly Fee	126.00	126.00	0.00
Automated Hotline -Freedom Voic	229.42	234.00	(4.58)
Total Telephone	1,364.59	1,401.00	(36.41)
Total UTILITIES	1,364.59	1,401.00	(36.41)
Total Expense	18,946.04	20,537.21	(1,591.17)
Net Ordinary Income	(3,008.65)	(1,747.21)	(1,261.44)
Other Income/Expense			
Other Expense			
Additional Workshop	150.00	200.00	(50.00)
Free Drinks - Picnic	169.00	300.00	(131.00)
Reduced Tickets for Picnic	1,000.00	1,000.00	0.00
Reduction of Big Book	245.00	225.00	20.00
Total Other Expense	1,564.00	1,725.00	(161.00)
Net Other Income	(1,564.00)	(1,725.00)	161.00
Net Income	(4,572.65)	(3,472.21)	(1,100.44)

Valley Service Center
Balance Sheet
As of November 30, 2015

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Accrual Basis Accrual Basis

	<u>Nov 30, 15</u>	<u>Oct 31, 15</u>	<u>\$ Change</u>	<u>Nov 30, 14</u>	<u>\$ Change</u>		
ASSETS							
Current Assets						Per OPS	
Checking/Savings						Manual	
Cash Account (Petty Cash)	40	40	-	40	-	40	-
WFB Literature Fund	2,261	1,860	401	3,459	(1,198)	2,500	(240)
WFB Operating Account	5,819	6,486	(667)	1,688	4,131	5,000	819
WFB Prudent Reserve	17,911	17,911	-	22,839	(4,928)	15,000	2,911
WFB Unity Fund	7,111	7,111	-	6,443	668	6,000	1,111
Total Checking/Savings	33,142	33,407	(266)	34,468	(1,326)	28,540	4,602
Other Current Assets							
Prepaid Expense	890	575	315	328	562		
Security Deposit - Village Pkw	600	600	-	600	-		
Special Events Deposits							
Anniversary Dinner Deposit	750	750	-	750	-		
Total Special Events Deposits	750	750	-	750	-		
1120 - Inventory Asset	3,766	4,229	(464)	4,447	(681)		
Total Other Current Assets	6,006	6,154	(148)	6,125	(119)		
Total Current Assets	39,147	39,562	(414)	40,593	(1,445)		
TOTAL ASSETS	39,147	39,562	(414)	40,593	(1,445)		
LIABILITIES & EQUITY							
Liabilities							
Current Liabilities							
Other Current Liabilities							
Accounts Payable	210	357	(147)	-	210		
Total Other Current Liabilities	210	357	(147)	-	210		
Total Current Liabilities	210	357	(147)	-	210		
Total Liabilities	210	357	(147)	-	210		
Equity							
3000 - 2000 and Prior Year's (Equity)	37,153	37,153	-	37,153	-		
3900 - Previous Year to 2001 (Equity)	6,358	6,358	-	4,906	1,451		
Net Income	(4,573)	(4,306)	(267)	(1,466)	(3,107)		
Total Equity	38,937	39,205	(267)	40,593	(1,655)		
TOTAL LIABILITIES & EQUITY	39,147	39,562	(414)	40,593	(1,445)		

Valley Service Center
Group Contribution Summary
March through November 2015

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12/18/2015

Accrual Basis

	<u>Mar 15</u>	<u>Apr 15</u>	<u>May 15</u>	<u>Jun 15</u>	<u>Jul 15</u>	<u>Aug 15</u>	<u>Sep 15</u>	<u>Oct 15</u>	<u>Nov 15</u>	<u>TOTAL</u>
As Bill Sees It	-	250	-	-	-	-	-	-	-	250
Broken Elevator Group	-	-	-	33	-	70	-	-	-	103
By the Book	-	123	-	-	97	-	-	87	-	307
Carrying the Message	-	-	-	-	-	302	-	-	-	302
Crossroads Fellowship	180	180	183	180	-	-	-	-	-	723
EBYPAA	-	-	-	-	-	-	236	-	-	236
Friday Night Live	-	-	-	-	-	-	442	-	-	442
Friendship Group - SR Friday	-	-	-	-	47	-	-	-	-	47
Hard Knox Group	-	-	-	78	-	-	-	-	97	175
Hilltop Group	113	-	-	-	-	174	-	127	-	414
Individual	-	-	25	-	-	-	-	-	-	25
Intergroup Meeting	30	-	-	-	-	-	-	-	-	30
Jaywalkers	72	82	-	80	38	75	-	123	62	532
Ladies Lifeline	87	155	97	74	136	206	-	137	84	976
Monday Nite Live	-	-	-	-	-	-	-	-	84	84
Primary Purpose	-	804	-	-	-	745	-	-	876	2,424
S. R. Recovery Group	-	-	-	-	145	-	-	84	-	228
San Ramon Community Center Nc	-	-	-	2	-	-	-	-	-	2
Saturday Morning Breakfast	223	-	111	210	100	82	122	-	-	848
Serenity Seekers	-	-	-	-	47	-	-	-	-	47
Sunday Morning Coffee - Dublin	-	204	-	-	150	-	-	-	95	449
There is a Solution	-	60	-	-	-	31	-	-	48	139
Tri-Valley Fellowship	25	25	25	25	25	25	-	25	25	200
unscripted Group	-	277	-	153	-	226	-	99	-	754
Women Staying in the Book	142	-	111	80	67	135	92	86	172	884
Words Of Wisdom	-	77	-	-	-	317	-	444	-	838
TOTAL	871	2,236	551	914	850	2,387	892	1,213	1,544	11,458
March through Nov 2014	2,517	1,228	1,511	1,529	3,430	1,002	1,849	2,035	1,473	16,576
Average through November									1,042	
PY Average through November									1,507	
Difference per month on Average									(465)	

Excess Contribution 2015 funding allocation:	
Dinner	
Reduced Anniversary Tickets	1,500
Out of State Speaker	1,000
Free Drinks	300
Picnic	
Reduced Picnic Tickets	1,000
Free Drinks	300
Big Book	
Reduced \$ for Big Book	300
Workshops	
	300
Total Excess Contributions for 2015	4,700
Total to FY15/16 Budget: Other Income	