

# NORTHERN DELAWARE INTERGROUP ALCOHOLICS ANONYMOUS

## *Financial Summary and Reports*

To: Membership & Steering Committee  
From: Ray  
Subject: January Monthly Financial Summary and Reports- 2020 1/31/2020  
Prepared: March 2, 2020

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### **Internal Controls**

- Bank and Petty Cash reconciliations up to date.
- All taxes, payables and liabilities up to date.

### **Key Financial Measurements**

#### **Contributions -- Thank you for your generosity!**

See reverse side for contribution list and current contributors.

#### **Net Income**

##### **New format for Profit & Loss Statement.**

Column 1 ( current month activity) is compared to column 2 (monthly budgeted amount).

Column 3 ( YTD activity ) is compared to Column 4 ( YTD budgeted amount ).

Column 5 is annual budgeted amount.

Note: Annual budgeted amount was prorated to each month. P&L Statement attached.

#### **Prudent Reserve**

A new cash account called Prudent Reserve was created. Said account was funded from regular checking account. Accordingly, checking account amount shown is net of withdrawal. Balance Sheet attached.

\*Intergroup financial guidelines suggest 3 months of expenses to be available as prudent reserve. Prudent reserve calculation is based on year to date actual.

Additional detailed reports are posted on the NDIAA website to reduce printing costs and to remain transparent with all financial matters. Should you have any suggestions or comments, please email or call the NDIAA office. Thank you for your generous support!

1:27 PM

03/02/20

Accrual Basis

**Northern Delaware Intergroup**  
**MONTHLY CONTRIBUTION SUMMARY**  
January 2020

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|                                   | <u>Jan 20</u>          | <u>Jan 20</u>          |
|-----------------------------------|------------------------|------------------------|
| Augustine Beginners Group         | 0.00                   | 0.00                   |
| Big Book Study Monday             | 100.00                 | 100.00                 |
| Canby Park Group                  | 25.97                  | 25.97                  |
| Carry The Message Group           | 60.00                  | 60.00                  |
| Christ Church Group               | 37.20                  | 37.20                  |
| Dawn Patrol Patrol Group          | 1,017.30               | 1,017.30               |
| Delaware City Group               | 258.00                 | 258.00                 |
| Eye Opener Group                  | 437.18                 | 437.18                 |
| First Stop Friday Group           | 370.00                 | 370.00                 |
| First Stop Wednesday Group        | 100.00                 | 100.00                 |
| Greenhill (all)                   | 138.00                 | 138.00                 |
| Intergroup Monthly Meeting Basket | 60.00                  | 60.00                  |
| Just for Today Group              | 347.00                 | 347.00                 |
| Ladies Of Literature              | 8.00                   | 8.00                   |
| Landenberg Group                  | 40.00                  | 40.00                  |
| Living in the Solution Group      | 49.25                  | 49.25                  |
| Middletown Step and Tradition     | 50.00                  | 50.00                  |
| Newark Group                      | 333.43                 | 333.43                 |
| Promises Womens                   | 116.00                 | 116.00                 |
| Second Chance Group               | 202.00                 | 202.00                 |
| Sisters in Serenity Group         | 138.43                 | 138.43                 |
| Welcome Group                     | 75.00                  | 75.00                  |
| Yorklyn Diner Group               | 226.00                 | 226.00                 |
| <b>TOTAL</b>                      | <b><u>4,188.76</u></b> | <b><u>4,188.76</u></b> |

Northern Delaware Intergroup  
**Balance Sheet**  
As of January 31, 2020

|  | <u>Jan 31, 20</u>       |
|--|-------------------------|
| <b>ASSETS</b>                          |                         |
| <b>Current Assets</b>                  |                         |
| <b>Checking/Savings</b>                |                         |
| Prudent Reserve                        | 5,750.00                |
| Checking                               | 26,300.63               |
| Petty Cash Fund                        | 58.33                   |
| Savings                                | 2,465.71                |
| <b>Total Checking/Savings</b>          | <u>34,574.67</u>        |
| <b>Other Current Assets</b>            |                         |
| Inventory Asset                        | 6,108.15                |
| Undeposited Funds                      | -837.68                 |
| <b>Total Other Current Assets</b>      | <u>5,270.47</u>         |
| <b>Total Current Assets</b>            | <u>39,845.14</u>        |
| <b>TOTAL ASSETS</b>                    | <b><u>39,845.14</u></b> |
| <b>LIABILITIES &amp; EQUITY</b>        |                         |
| <b>Liabilities</b>                     |                         |
| <b>Current Liabilities</b>             |                         |
| Accounts Payable                       |                         |
| Accounts Payable                       | -61.91                  |
| <b>Total Accounts Payable</b>          | <u>-61.91</u>           |
| <b>Other Current Liabilities</b>       |                         |
| <b>Payroll Liabilities</b>             |                         |
| City of Wilmington                     | 32.76                   |
| Delaware Withholding                   | 259.65                  |
| Federal                                | 264.00                  |
| Medicare                               | 75.98                   |
| Social Security                        | 324.83                  |
| <b>Total Payroll Liabilities</b>       | <u>957.22</u>           |
| <b>Total Other Current Liabilities</b> | <u>957.22</u>           |
| <b>Total Current Liabilities</b>       | <u>895.31</u>           |
| <b>Total Liabilities</b>               | 895.31                  |
| <b>Equity</b>                          |                         |
| 3900 - Retained Earnings               | 39,716.70               |
| Net Income                             | -766.87                 |
| <b>Total Equity</b>                    | <u>38,949.83</u>        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>  | <b><u>39,845.14</u></b> |

**Northern Delaware Intergroup  
Profit & Loss Budget Performance  
January 2020**

|                                    | Jan 20         | Budget | Jan 20         | YTD Budget |
|------------------------------------|----------------|--------|----------------|------------|
| <b>Income</b>                      |                |        |                |            |
| <b>Office Income</b>               |                |        |                |            |
| IG Office Rental Income            | 8.00           |        | 8.00           |            |
| Meeting List                       | 336.50         |        | 336.50         |            |
| <b>Total Office Income</b>         | 344.50         |        | 344.50         |            |
| <b>Contributions</b>               |                |        |                |            |
| Individual Donations               | 113.05         |        | 113.05         |            |
| Group Contributions                | 4,188.76       |        | 4,188.76       |            |
| <b>Total Contributions</b>         | 4,301.81       |        | 4,301.81       |            |
| <b>Literature Sales</b>            | 1,203.70       |        | 1,203.70       |            |
| <b>Total Income</b>                | 5,850.01       |        | 5,850.01       |            |
| <b>Gross Profit</b>                | 5,850.01       |        | 5,850.01       |            |
| <b>Expense</b>                     |                |        |                |            |
| <b>Literature</b>                  |                |        |                |            |
| Literature                         | 1,146.87       |        | 1,146.87       |            |
| Grapevine                          | 116.91         |        | 116.91         |            |
| <b>Total Literature</b>            | 1,263.78       |        | 1,263.78       |            |
| <b>Office Expense</b>              |                |        |                |            |
| IG Monthly Meeting Rent            | 25.00          |        | 25.00          |            |
| Bank Charges                       | 3.00           |        | 3.00           |            |
| Copier                             | 408.75         |        | 408.75         |            |
| Insurance                          | 122.07         |        | 122.07         |            |
| Software & Equipment               | 199.99         |        | 199.99         |            |
| Supplies                           | 217.67         |        | 217.67         |            |
| Rent                               | 1,100.00       |        | 1,100.00       |            |
| Telephone & Internet               | 171.22         |        | 171.22         |            |
| Utilities                          | 83.29          |        | 83.29          |            |
| <b>Total Office Expense</b>        | 2,330.99       |        | 2,330.99       |            |
| <b>Payroll Expenses</b>            |                |        |                |            |
| Quickbooks Payroll Fees            | 2.00           |        | 2.00           |            |
| Gross Wages                        | 2,619.70       |        | 2,619.70       |            |
| Payroll Taxes                      | 200.41         |        | 200.41         |            |
| <b>Total Payroll Expenses</b>      | 2,822.11       |        | 2,822.11       |            |
| <b>Special Event Expense</b>       |                |        |                |            |
| Fall Picnic                        | 200.00         |        | 200.00         |            |
| <b>Total Special Event Expense</b> | 200.00         |        | 200.00         |            |
| <b>Total Expense</b>               | 6,616.88       |        | 6,616.88       |            |
| <b>Net Income</b>                  | <b>-766.87</b> |        | <b>-766.87</b> |            |

Northern Delaware Intergroup  
Profit & Loss Budget Performance  
January 2020

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Annual Budget

Income

Office Income  
IG Office Rental Income  
Meeting List

Total Office Income

Contributions

Individual Donations  
Group Contributions

Total Contributions

Literature Sales

Total Income

Gross Profit

Expense

Literature  
Literature  
Grapevine

Total Literature

Office Expense

IG Monthly Meeting Rent  
Bank Charges  
Copier  
Insurance

Software & Equipment  
Supplies  
Rent  
Telephone & Internet  
Utilities

Total Office Expense

Payroll Expenses

Quickbooks Payroll Fees  
Gross Wages  
Payroll Taxes

Total Payroll Expenses

Special Event Expense

Fall Picnic

Total Special Event Expense

Total Expense

Net Income