

Meals on Wheels People
7710 SW 31st Avenue
PO Box 19477
Portland, OR 97280-0477
Phone: 503.736.6325 Fax: 503.736.6322

FINANCE COMMITTEE MEETING

Wednesday, September 25, 2019

12:00 – 1:00

805 SW Broadway, Suite 1200

Portland, OR

Agenda

- 12:00 noon Call to Order.....Ashley Osten
12:00 noon Approval of minutes – August 21, 2019.....Ashley Osten
12:05 p.m. New Business.....Ashley Osten
 a. FY20 Audit.....Jennifer Perrier
 b. August financials.....Linda Reynolds

Attachments: August Financials
Audit summary

Meeting Schedule: Next meeting: **October 16 at 12:00 – Live meeting**

Quarterly Review Schedule (August, November, February, May):

- Long Term Investments

Semi-annual Schedule:

- Audit review (April, September)
- Fund raising (January, May)
- Forecast/Budget (January, May)

Annual Review Schedule:

- Benefit Renewals (February)
- Next year's budget (May)
- Insurance (July)
- Gift Annuities (August)
- 401 k (October)

Meals on Wheels People
Finance Committee Meeting Minutes
August 21, 2019 at noon
Moss Adams
805 SW Broadway, Suite 1200

Present: Ashley Osten, Tim Kalberg, David VanSpeybroeck, Scott Christianson
Staff: Linda Reynolds, Suzanne Washington, minutes: Kristin Mueller

Meeting called to order at 12:00pm

Approval of minutes – July 17, 2019

1. New Business

a. Long Term Investments (Will Nolan)

- Investment objective discussion: achieve 4.5% spending rate after inflation (expect 2% inflation, on average)
- Investment time horizon is 5-10 years (full market cycle)
- Reviewing asset allocation in 4th quarter is included in services. Will bring asset allocation study back.
- Discussion of pending recession, timing is unknown but portfolio are set to buffer and risk tolerance is market-based. Moving to treasury notes won't be enough income.

b. Investing cash (Linda Reynolds)

- Columbia bank was not closed. The donations to be received from them exceed any return we'd get from Treasury Bonds. Expenses are running \$950K/mo. Right now could take one week to get and clear the check.

ACTION: Will Nolan will set Linda up with electronic access to the Schwab accounts.

- Not enough cash to move anything to long term investments – not cash sitting there, the profit is made up of Board Designated Funds.
- Diner was financed out of cash flow, no debt or loans. Discussion of performance of Diner, marketing, labor and rent. Reaching out to other non-profits to rent the space for income. Feeding congregate diners, and have a budget goal – doing a new budget in September and will be a slight deficit. Give at least one year, if not two.

c. Gift Annuities (Linda Reynolds)

- Down to three.

d. June Update (Linda Reynolds)

- Discussion of audit and a new accounting standard for all non-profits. Need liquidity footnote.

ACTION: Ashley will look into the footnote wording and propose new.

- Foundations ask about this sometimes.
- Discussion of audit in process.

e. July 2019 Financials (Linda Reynolds)

- Discussion of funding needed for strategic plan technology and social isolation initiatives. Will need to use board designated funds.
- Discussion of separating a sub-committee for investments, but don't know if there is the interest to do both.

Meeting adjourned 1:06pm

Next Finance Committee Meeting:

September 25, 2019

Noon-1:00pm

Moss Adams

805 SW Broadway, Suite 1200



3 Centerpointe Drive, Suite 300
Lake Oswego, Oregon 97035-8663

Telephone: (503) 220-5900
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A G E N D A

Date: September 25, 2019

To: Meals on Wheels People, Inc., Finance Committee

From: Shane Graves and Jennifer Perrier

Re: FYE 2019 Post-Audit Meeting

- **Summary of Reports**
 - Independent Auditors' Report
 - Financial Statements
 - Single Audit Reports
- **Required Audit Communication, Audit Letters**
- **Observation and Recommendation**
- **Upcoming New Accounting Pronouncements**
 - Effective for fiscal year end June 2020
 - ASU 2014-09, Revenue from Contracts with Customers
 - ASU 2018-08, Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made
 - Effective date TBD
 - ASU 2016-02, Leases

Meals on Wheels People, Inc.
Audit Results Summary
Year Ended June 30, 2019

Unmodified Opinion on Financial Statements

The financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America.

Financial Trends and Highlights	2019 vs. 2018				
	2017	2018	2019	\$ Change	% Change
<i>Financial Position:</i>					
1. Cash and cash equivalents	2,830,631	2,958,318	1,734,494	(1,223,824)	-41.4%
2. Investments	9,154,230	9,754,114	10,129,497	375,383	3.8%
3. Accounts receivable - net	836,088	792,302	1,102,521	310,219	39.2%
4. Bequests and contributions receivable	656,655	14,000	118,000	104,000	742.9%
5. Other investments	575,880	697,690	735,775	38,085	5.5%
6. Other assets	279,763	300,846	368,560	67,714	22.5%
7. Property and equipment - net	5,994,451	5,932,423	6,567,347	634,924	10.7%
8. Total assets	20,327,698	20,449,693	20,756,194	306,501	1.5%
9. Liabilities	516,972	515,835	589,542	73,707	14.3%
10. Net assets without donor restrictions	18,891,285	18,987,440	19,156,666	169,226	0.9%
11. Net assets with donor restrictions	919,441	946,418	1,009,986	63,568	6.7%
12. Total net assets	19,810,726	19,933,858	20,166,652	232,794	1.2%
13. Total liabilities and net assets	20,327,698	20,449,693	20,756,194	306,501	1.5%
<i>Results of Activities:</i>					
14. Charges for services	3,618,524	3,734,297	4,621,163	886,866	23.7%
15. Contributions and net special events	4,983,493	4,547,812	4,973,644	425,832	9.4%
16. Contract and sales	978,590	1,185,098	1,171,953	(13,145)	-1.1%
17. Vancouver diner - gross sales	-	-	198,554	198,554	100.0%
18. In-kind contributions	894,227	849,593	924,159	74,566	8.8%
19. Write-down of bequest receivable	(50,000)	(200,700)	-	200,700	100.0%
20. Investment income - net	984,492	506,421	460,338	(46,083)	-9.1%
21. Other revenue - net	11,470	60,467	34,640	(25,827)	-42.7%
22. Total revenue	11,420,796	10,682,988	12,384,451	1,701,463	15.9%
23. Program expenses	8,792,715	8,803,442	10,158,118	1,354,676	15.4%
24. General and administrative expenses	836,516	681,631	788,116	106,485	15.6%
25. Fundraising expenses	943,451	1,074,783	1,205,423	130,640	12.2%
26. Total expenses	10,572,682	10,559,856	12,151,657	1,591,801	15.1%
27. Surplus	848,114	123,132	232,794	109,662	89.1%
<i>Selected Ratios</i>					
	2017	2018	2019	Average	
28. Program expense as % of total	83.2%	83.4%	83.6%	83.4%	
29. General and administrative expense as % of total	7.9%	6.5%	6.5%	7.0%	
30. Fundraising expense as % of total	8.9%	10.2%	9.9%	9.7%	
31. Fundraising expense as % of contributions	16.1%	19.9%	20.4%	18.8%	
32. Days cash on hand	111.1	115.1	57.9	94.7	

We have audited, in accordance with auditing standards generally accepted in the United States of America, the financial statements of Meals on Wheels People, Inc. as of and for the years ended June 30, 2019, 2018, and 2017. In each of those audit reports we expressed unmodified opinions on those financial statements. This document contains various financial information we believe meaningful to the Organization's management and Finance Committee. We have read this information and considered whether it is materially consistent with the information appearing in the audited financial statements. Because the information contained in this document does not include all of the information required by accounting principles generally accepted in the United States of America, it should not be considered a complete and fair presentation of the financial position or results of activities of the Organization. This report is intended to be used by the Organization's management and Finance Committee, and, accordingly, distribution should be limited. The information contained in this report should be used only in conjunction with the separately issued audited financial statements.



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Telephone: (503) 220-5900
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Date: September 25, 2019
To: Meals on Wheels People, Inc. Finance Committee
From: Shane Graves and Jennifer Perrier
Re: FYE 2019 Observation and Recommendation

1) Multi-year grants:

During the current year review of the board minutes, we noted a \$200,000 grant from Bank of America was discussed. Based on our audit procedures, we noted only \$100,000 of the grant was recorded in the financial records (general ledger). Based on discussions with management, the second \$100,000 was to be received in and was time restricted for the following fiscal year.

GAAP requires such grants to be recorded for the full amount, unless there are conditions that need to be fulfilled before the grant funds are to be received, in the year of the grant award and any time restricted amount to be reported as part of net assets with donor restrictions until the time restriction is fulfilled.

The Organization currently performs a reconciliation between the general ledger and the donor database to ensure all contributions are recorded in the general ledger. This is a best practice and would typically identify any discrepancies and/or pledges to be recorded. In this instance, the grant funds noted above were received by the Organization without supporting documentation, which is not usually the case, and no pledge was recorded in either the general ledger or donor database.

We recommend the Organization review grant applications, grant acknowledgements received prior or after the cash is received, and record grants in the year awarded regardless of when the cash is received unless there are conditions associated with the grant award.

Meals on Wheels People - Historical Operations

August 2019 Executive Summary

	Celebrate	Caution	Unfavorable	Comment	Key issues/challenges/opportunities / risk
Management Operating Revenues	↑				
Government	X			Favorable \$121K Government was over budget \$64K primarily due to OAA, OPI and Medicaid revenue over budget. This is offset by a shortfall in NSIP.	
Development/Center Fundraising	X			Development fundraising was \$77K over budget primarily in general donations and grants.	
Contract		X		Contract revenue was under budget (\$30K). Edwards Center (\$9K) and Meals 4 Kids (\$13K) had the largest revenue shortfalls. Multiple contracts were short (\$1K).	
Expenses	↑			Expenses were \$68K favorable year to date.	
Food & Supplies	X			Food & supplies were unfavorable to budget (\$3K). The volume variance was (\$8K) and the spending variance \$5K for meals served.	
Salaries	X			Salaries were favorable to budget \$25K primarily in Centers and Operations staff due to staff turnover and a delay in hiring.	
Benefits	X			Benefits were \$10K favorable year to date.	
Postage	X			Favorable \$12K due to the timing of expenses for the summer mailing.	
Management net income	↑			We ended August with a profit of \$56K compared to a budgeted loss of (\$135K). This is primarily driven by the revenue over budget.	
Liquidity	↑			Days cash = 39.	
Food Cost	↑				
Bulk meal	X			Raw food costs per meal were \$1,337 for the month. The budget is \$1,36 per meal.	
Contract meals	X			The average cost year to date was \$1.45 per meal compared to a plan of \$1.64. The Summer meals for kids program costs are lower than senior meals.	
Number of meals served	↑			All senior meal types (congregate, home delivered & Medicaid) were over plan. Contract meals were under plan and last year.	Contracts we had in FY19 that did not continue into FY20 include IRCO, Rockwood Head Start, Friendly House, and Pi Nee Waas.
Total cost per meal served	↑			The full absorption cost was \$8.36 YTD compared to a budget of \$8.94. The favorable impact of Meals 4 Kids on the full absorption cost was \$0.94.	The large variance from budget is due to more meals served than planned.

Meals on Wheels People - Historical Operations

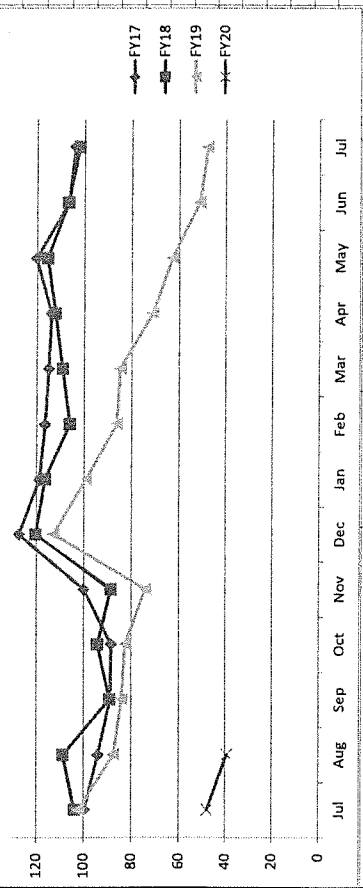
August 2019 Executive Summary

MANAGEMENT REPORTING REVENUES				
REVENUES	Actual YTD	Budget YTD	Variance YTD	Annual Budget
Government Contracts	\$774,423	743,148	\$31,275	\$2,151,524
Older Americans Act	186,928	163,409	23,519	953,814
Medical	69,961	87,042	(17,081)	515,305
NSIP	48,710	22,333	26,377	170,000
Other	331,791	255,108	76,683	4,093,802
Fundraising	151,660	181,416	(29,756)	1,097,000
Contract Meal Sales	94,239	98,677	(4,438)	576,000
Participant Contributions				
Board Designated	75,805	55,450	20,355	435,199
Transfer from Investments	-	-	-	283,666
Other	29,548	33,590	(4,042)	229,378
Total Management reporting revenues	\$1,763,065	1,640,173	\$122,892	\$10,505,688

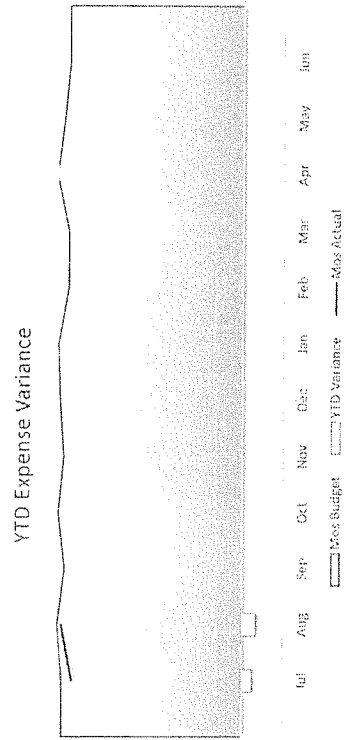
* See fundraising details below

FUNDRAISING REVENUES				
	Operating	Restricted	Total	YTD
Special Events	\$ 19,407	\$ -	\$ 19,407	\$ 12,334
Best Tables in Town				
Donate Dinner	12,497	-	12,497	-
Stride for Seniors	6,160	-	6,160	2,000
Luncheons	750	-	750	-
50th Anniversary	-	-	-	4,167
Direct Solicitation	73,501	-	73,501	72,500
Donations	191,991	-	191,991	121,414
Grants	41,427	-	41,427	18,400
Partnerships	3,259	-	3,259	27,000
Center Fundraising	2,206	-	2,206	3,460
Release restricted grants	-	-	-	-
Sub-total	\$ 331,791	\$ -	\$ 331,791	\$ 255,108
Bequests	-	-	-	33,334
Total Fundraising	\$ 331,791	\$ -	\$ 331,791	\$ 288,442

DAYS CASH



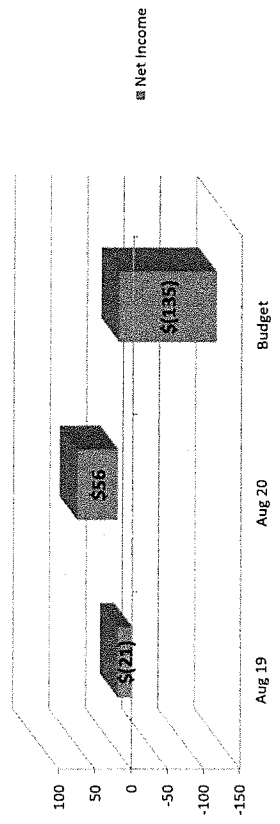
YTD EXPENSES



Expenses are under budget \$68K YTD. This is primarily labor & related \$35K due to the timing of new hires and attrition. Professional services is under budget \$22K and printing \$22K due to timing. Food is close to budget at a (\$3,6K) variance.

Postage is over budget \$12K due to the timing of invoices for direct solicitation and advertising is over budget due to paying the remaining 2 months of the billboard.

MANAGEMENT REPORTING OPERATING REVENUE OVER (UNDER) EXPENSES (000)



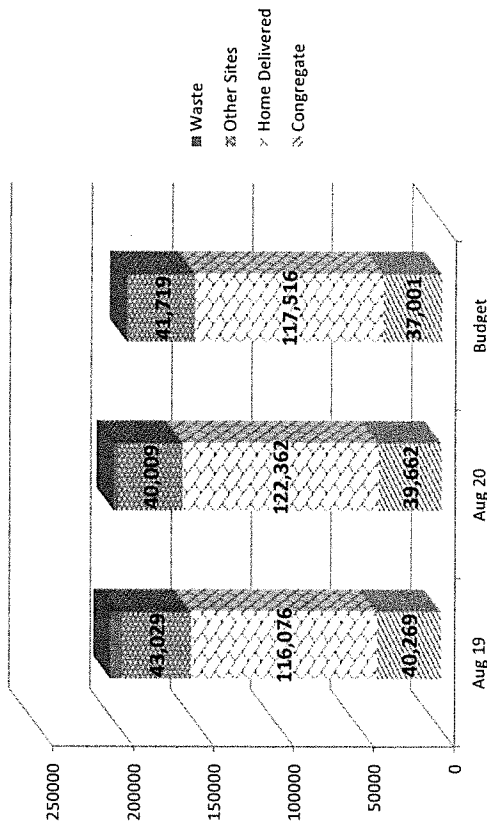
STATEMENT OF REVENUES & FUNCTIONAL EXPENSES (000)

	Actual YTD	Budget YTD	Variance YTD	Annual Budget
Total Revenues	1,882,630	1,618,057	264,573	9,655,060
Total Expenses	1,876,442	1,774,843	(101,599)	10,306,593
Increase (Decrease) in net assets	6,188	(156,786)	162,974	(651,533)
Components:				
Management reporting profit(loss)	56,444	(134,670)	191,114	-
Bequests	-	33,334	(33,334)	200,000
Board designated funds	(83,510)	(55,450)	(28,060)	(517,954)
Release restricted funds	(16,666)	-	(16,666)	(53,014)
Trf from Long Term Investments	-	-	-	(280,565)
Restricted Interest Earned	(27)	-	(27)	-
Gain(Loss) on investments	40,593	-	40,593	-
Restricted Gifts	-	-	-	-
Other (Gain/loss on disposition of equipment)	9,354	-	9,354	-
	6,188	(156,786)	162,974	(651,533)

Meals on Wheels People - Historical Operations

August 2019 Executive Summary

Meals Served
2 months ending 8/31



CONTRACTS

	August	YTD	YTD Bud	FY20 Bud
Contract sales	\$77,464	\$178,581	\$181,416	\$1,097,000
Direct Food	(27,619)	(57,211)	(64,608)	(387,591)
Direct Labor	(32,901)	(63,527)	(64,683)	(386,389)
Other Direct Expenses	(6,442)	(8,002)	(2,220)	(14,069)
Benefit to MOWP	10,502	49,841	49,905	308,951
GM%	13.6%	27.9%	27.5%	28.2%
Allocation of Expenses	(10,533)	(18,096)	(24,424)	(145,327)
Net Profit(Loss)	(\$31)	\$31,745	\$25,481	163,624

CONTRACT MEALS UPDATE

The Summer Kids program is included in these numbers. Revenue for this program credited grants and donations for \$26,921 which is why the sales number does not equal the financial statements.

RAW FOOD COST PER MEALS SHIPPED

	August	YTD	FY20 Budget
Raw food cost - bulk meal program	\$1,337	\$1,376	\$1,360
Raw food cost - contract meal programs	\$1,491	\$1,455	\$1,513
Cost per meal allocated to centers	\$3,878	\$3,966	\$4,197

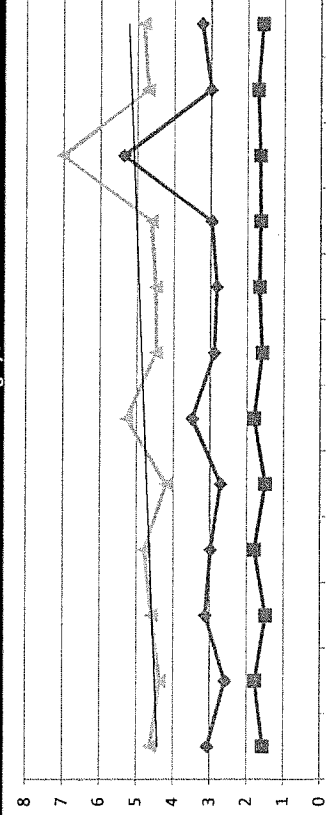
TOTAL COST PER MEAL SERVED

2 months ending 8/31

	Aug 19	Aug 20	YTD Budget	FY20 Budget
All Meals (Includes Meals 4 Kids)				
Central Kitchen	\$ 2.87	\$ 3.07	\$ 3.17	\$ 2.86
Operations	\$ 3.79	\$ 3.83	\$ 4.21	\$ 3.81
Administration	\$ 0.65	\$ 0.57	\$ 0.64	\$ 0.57
Development	\$ 0.86	\$ 0.89	\$ 0.91	\$ 0.87
Total	\$ 8.16	\$ 8.36	\$ 8.94	\$ 8.11
Meals without Meals 4 Kids				
Central Kitchen	\$ 3.38	\$ 3.61	\$ 3.73	\$ 3.32
Operations	\$ 3.90	\$ 3.98	\$ 4.36	\$ 3.88
Administration	\$ 0.77	\$ 0.67	\$ 0.76	\$ 0.66
Development	\$ 1.01	\$ 1.05	\$ 1.07	\$ 1.00
Total	\$ 9.05	\$ 9.29	\$ 9.92	\$ 8.86

VARIABLE COSTS PER MEALS SERVED

12 months ending 8/31



Sep 18, Oct 18, Nov 18, Dec 18, Jan 19, Feb 19, Mar 19, Apr 19, May 19, Jun 19, Jul 19, Aug 19

■ Total Direct Cost/Meals Served
 ◆ Linear (Total Direct Cost/Meals Served)

Meals on Wheels People - The Diner Vancouver

August 2019 Executive Summary

Officially Opened February 19, 2019

The Diner		The Diner											
Operating Statement		Operating Trend											
	YTD Actual	Budget	Variance	Feb	Mar	Apr	May	June	July	August			
Food Sales	76,049	115,114	(39,065)	48,000	52,157	44,981	42,136	40,334	37,077	38,972			
Donations	18,707	29,046	(10,339)	18,946	13,885	11,291	10,113	9,168	9,234	9,473			
OAA/NSIP	815	-	815	815	-	-	-	-	-	815			
Total Operating Revenue	95,571	144,160	(48,589)	66,761	66,042	56,272	52,249	49,502	46,311	48,260			
Cost of Sales	(26,181)	(35,808)	9,627	18,946	13,885	11,291	10,113	9,168	9,234	9,473			
Labor	(101,494)	(108,575)	7,081	(31,830)	(29,195)	(20,728)	(16,460)	(17,027)	(16,336)	(9,845)			
Prime cost (COS + Labor)	(127,675)	(144,383)	16,708	(62,580)	(46,620)	(56,083)	(52,181)	(96,319)	(52,521)	(48,973)			
Gross Profit	(32,104)	(223)	(31,881)	(21,338)	(9,773)	(20,539)	(16,392)	(63,844)	(22,546)	(9,558)			
GM%	-42.2%	-0.2%		2,096	4,846	3,926	3,932	3,829	3,764	3,921			
Release of restricted funds	16,666	16,666	-	15	37	50	89	91	114	100			
Board Designated Funds	7,705	-	7,705										
Other expenses	(37,602)	(29,980)	(7,622)										
Net Income (Loss)	(45,335)	(13,537)	(31,798)										
	Customers		Customer										
Dine-in	7,416		Donations										
Take-out	264		\$										
Total	7,680		Table turns										
			56.54										
Net income for the month of August was (\$13,576) compared to July at (\$31,759) - a significant improvement, primarily in the cost of labor and food.													

Meals on Wheels People

Statement of Financial Position
Unaudited
Consolidated

	ASSETS		
	August 31, 2019	August 31, 2018	Final June 30, 2019
Current assets:			
Cash and cash equivalents	1,221,416	2,419,149	1,482,459
Investments - short term	517,665	54,504	517,516
	1,739,081	2,473,653	1,999,975
Accounts receivable:			
Older Americans Act	775,219	529,304	585,058
Medicaid	113,523	215,164	105,145
NSIP	69,980	58,936	67,245
Contract meals	170,926	176,666	233,911
Bequests & Other	51,680	25,472	127,763
Less: Allowance for uncollectible accounts	(16,601)	(5,000)	(16,601)
	1,164,727	1,000,542	1,102,521
Contributions receivable	110,000	10,000	118,000
Less: Allowance for uncollectible pledges	-	-	-
Inventories	101,091	84,401	93,913
Prepaid expenses and other assets	390,409	182,185	265,125
Total current assets	3,505,308	3,750,781	3,579,534
Investments held related to charitable gift annuities	17,648	18,613	17,648
Beneficial interest in trusts	262,962	248,601	262,962
Investments			
Oregon Community Foundation	386,437	438,318	386,437
Board Designated for Financial Reserve	-	-	-
Other Investments Long Term			
The Community Foundation for SW Washington	68,566	67,491	68,728
Board Designated for Capital and Maintenance	3,174,525	3,081,592	3,162,180
Joan Smith fund	195,910	189,591	195,357
Long Term Investments	6,534,217	6,531,988	6,506,479
Trademarks	-	-	9,522
Property plant and equipment			
Building and land	6,657,837	6,657,837	6,657,837
Construction in process	-	-	-
Furniture and equipment	4,462,737	3,776,085	4,395,359
Accumulated depreciation	(4,545,008)	(4,395,745)	(4,485,849)
TOTAL ASSETS	\$ 20,721,139	\$ 20,365,152	\$ 20,756,194

LIABILITIES AND NET ASSETS

Current liabilities:			
Accounts payable	\$ 150,948	\$ 8,508	\$ 192,970
Accrued liabilities	382,645	267,984	381,866
Reserve for annuities	14,706	15,510	14,706
TOTAL LIABILITIES	548,299	292,002	589,542
Net assets:			
Unrestricted:			
Available for operations	2,560,988	3,181,513	2,449,054
Net investment in property and equipment	6,575,566	6,038,177	6,567,347
Designated for Joan Smith ED Fund	145,730	139,411	145,177
Designated for advertising initiatives	125,650	121,500	150,000
Designated for financial reserve	6,534,217	6,531,988	6,682,908
Designated for capital and maintenance reserve	3,174,525	3,081,592	3,162,180
Total net assets without donor restrictions	19,116,676	19,094,181	19,156,666
Net assets with donor restrictions	1,056,164	978,969	1,009,986
TOTAL NET ASSETS	20,172,840	20,073,150	20,166,652
TOTAL LIABILITIES AND NET ASSETS	\$ 20,721,139	\$ 20,365,152	\$ 20,756,194

Meals on Wheels People
 Statement of Revenues & Functional Expenses
 2 Months Ended 8/31/2019

Unaudited

	Program Services				Supporting Services				Total			
	Center Operations	Kitchen Operations	The Diner Vancouver	Taxable	Total	General and Administrative	Fund-raising	Total Operations		Capital and multi year grants	Planned Gifts	Capital & Maintenance/ Endowment
Revenue:												
Government contracts	\$ 1,080,021	\$ -	\$ 815	\$ -	\$ 1,080,836	\$ -	\$ -	\$ 1,080,836	\$ -	\$ -	\$ -	\$ 1,080,836
Participant Contributions	94,239	-	352	-	94,591	-	-	94,591	-	-	-	94,591
Fundraising	317,363	14,916	18,355	-	350,634	-	-	350,634	70,795	-	50	421,479
Bequests	-	-	-	-	-	-	-	-	750	-	-	750
Food and contract revenue and merchandise sales	126,462	27,790	76,049	10,350	240,651	-	-	240,651	-	-	-	240,651
In-kind contributions	-	-	-	-	-	-	-	-	-	-	-	-
Other	91,304	-	24,371	620	116,295	-	-	116,295	(100,176)	20	28,184	44,323
Total Revenues	1,709,389	42,706	119,942	10,970	1,883,007	-	-	1,883,007	(28,631)	20	40,546	1,882,630
Expenses:												
Salaries and wages	586,249	243,916	101,494	8,604	940,263	79,717	81,070	1,101,050	-	-	-	1,101,050
Food and related supplies	63,106	283,311	26,180	3,428	376,025	3,342	-	379,367	-	-	-	379,367
Professional Services	10,572	3,481	214	1,980	16,247	17,404	7,375	41,026	-	-	-	41,026
Rent and utilities	29,707	49,080	10,793	-	89,580	5,065	3,620	98,265	-	-	-	98,267
Printing	8,351	147	1,369	1,116	10,983	597	8,935	20,515	-	-	-	20,515
Postage	243	-	-	(22)	221	(158)	39,234	39,297	-	-	-	39,297
Truck costs	2,627	19,402	-	-	22,029	-	-	22,029	-	-	-	22,029
Insurance	8,058	3,516	592	-	12,166	916	84	13,166	-	-	-	13,166
Office supplies and equipment	(402)	1,503	1,162	-	2,263	1,380	110	3,753	-	-	-	3,753
Repairs and maintenance	7,474	5,120	697	-	13,491	-	-	13,491	-	-	-	13,491
Miscellaneous	27,977	1,045	4,884	2,204	36,111	5,120	37,268	78,499	-	6,750	72	85,321
Depreciation	29,125	10,542	15,411	331	55,408	1,197	2,954	59,159	-	-	-	59,160
Total expenses	773,087	621,063	162,996	17,641	1,574,787	114,580	180,250	1,869,617	-	6,750	72	1,876,442
Revenue over (under) expenses as of 8/31/2019	936,302	(578,357)	(43,054)	(6,671)	308,220	(114,580)	(180,250)	13,390	(28,631)	(6,730)	40,474	6,188

Meals on Wheels People

Statement of Operations
2 Months Ended 8/31/2019

Consolidated

Unaudited

	Aug 31, 2019	Aug 31, 2019	Aug 31, 2018	Aug 31, 2018	Aug 31, 2019	Year-to-	Budget		Approved
	This	Month	Prior	Prior Year	Current Year	Date	Variance YTD	%	Annual
	Month	Budget	Year	To Date	To Date	Budget	Forecast	Variance	Budget
Revenue:									
Government:									
Older Americans Act	386,136	377,564	304,125	614,577	774,423	743,148	31,275	4.2%	2,151,524
Medicaid	91,811	83,606	93,358	178,070	186,928	163,409	23,519	14.4%	953,814
NSIP (formerly USDA)	34,694	44,010	38,502	81,980	69,961	87,042	(17,081)	-19.6%	515,305
Local Governments	14,253	11,281	12,555	50,323	48,710	22,333	26,377	118.1%	170,000
Participant Contributions Congregate	12,789	15,865	15,037	33,577	26,895	31,008	(4,113)	-13.3%	181,000
Participant Contributions Home Delivered	32,402	34,622	30,913	65,587	67,344	67,669	(325)	-0.5%	395,000
Fundraising:									
Partnerships	708	6,000	4,927	6,575	3,259	27,000	(23,741)	-87.9%	462,000
Grants	17,000	2,500	30,500	76,539	41,427	18,400	23,027	125.1%	445,400
Donations	62,268	65,489	70,552	122,660	191,991	121,414	70,577	58.1%	1,405,632
Direct Solicitation	22,744	27,500	16,426	47,335	73,501	72,500	1,001	1.4%	853,250
Special events	13,407	6,167	2,800	4,594	19,407	12,334	7,073	57.3%	905,000
Center fundraising	507	1,730	1,601	3,558	2,206	3,460	(1,254)	-36.2%	22,520
Release restricted funds	-	-	60,992	60,992	-	-	-	-	-
Meal sales :									
Diner Food Sales	-	-	-	-	-	-	-	-	-
Contract meal sales	77,464	92,611	89,862	180,929	151,660	181,416	(29,756)	-16.4%	1,097,000
Other :									
Center programming	239	140	220	390	489	280	209	74.6%	1,680
Co-packing	5,490	4,610	-	-	8,082	9,220	(1,138)	-12.3%	55,321
Merchandise/Product	2,031	4,611	3,387	4,571	4,860	8,762	(3,902)	-44.5%	80,612
Interest earned and other investment earnings	99	196	329	338	346	392	(46)	-11.7%	2,149
Rental revenue	6,937	7,468	9,511	16,123	15,771	14,936	835	5.6%	89,616
In-kind contributions (net)	-	-	-	-	-	-	-	-	-
Board Designated	33,658	27,725	29,602	62,356	75,805	55,450	20,355	36.7%	435,199
Transfer from (to) Endowment & Investments	-	-	-	-	-	-	-	-	283,666
Total revenue	814,637	813,695	815,199	1,611,074	1,763,065	1,640,173	122,892		10,505,688
Expenses:									
Personnel:									
Salaries and wages	401,820	416,090	372,630	711,180	779,339	814,903	35,564	4.4%	4,787,742
Payroll taxes and benefits	104,187	111,190	98,292	194,007	207,626	217,621	9,995	4.6%	1,277,474
Contract employees	7,204	1,000	844	2,372	12,591	2,000	(10,591)	-529.6%	12,000
Food:									
Program meals	135,967	145,956	149,264	274,707	282,530	285,210	2,680	0.9%	1,705,228
Food for events	67	-	-	-	3,342	-	(3,342)	-	17,600
Food and supplies for revenue	1,279	55	304	304	1,931	110	(1,821)	-1655.5%	660
MOW Supplies	23,898	25,619	23,776	51,113	50,830	51,072	242	0.5%	307,942
Food Service Supplies	6,245	6,615	5,942	11,091	14,554	13,179	(1,375)	-10.4%	83,426
Professional services	22,351	29,920	18,948	37,525	40,812	63,232	22,420	35.5%	370,862
Printing	7,872	23,403	4,415	14,239	19,146	40,971	21,825	53.3%	221,742
Rent	27,335	26,918	26,565	55,091	54,400	53,844	(556)	-1.0%	306,837
Utilities	12,343	11,396	14,188	23,472	23,510	22,792	(718)	-3.2%	133,332
Telephone and internet	4,560	4,991	3,850	9,594	9,562	9,982	420	4.2%	60,141
Postage	36,731	5,163	1,641	5,390	39,297	27,413	(11,884)	-43.4%	67,043
Truck costs	11,727	10,844	10,480	27,281	22,029	21,688	(341)	-1.6%	130,128
Insurance	6,287	7,020	7,515	15,123	12,574	14,400	1,826	10.4%	83,447
Office Supplies	1,189	2,087	3,421	5,586	2,904	4,556	1,652	36.3%	27,881
Small Equipment	309	2,821	1,341	3,663	(313)	5,632	5,945	105.6%	35,242
Repairs and maintenance	4,731	7,105	10,708	18,184	12,595	14,210	1,615	11.4%	85,256
Training	864	1,667	3,784	7,139	1,155	3,334	2,179	65.4%	20,000
Subscriptions and memberships	2,891	3,197	2,048	2,592	5,021	4,949	(72)	-1.5%	20,644
Janitorial services and supplies	3,087	3,552	4,196	6,802	7,001	7,104	103	1.4%	42,624
Mileage	5,765	6,331	6,614	11,697	13,107	12,752	(355)	-2.8%	76,512
Out of town travel	2,742	7,800	1,548	6,671	3,332	8,850	5,518	62.4%	34,250
Volunteer costs	2,476	262	144	206	2,680	524	(2,156)	-411.5%	6,690
Center programming	-	258	42	92	-	515	515	100.0%	3,400
Fundraising costs	1,821	925	999	1,707	1,968	1,600	(368)	-23.0%	20,950
Recruitment ads	892	1,010	1,201	2,808	1,434	2,192	758	34.6%	13,152
Advertising	11,800	7,460	68,109	71,729	25,601	14,910	(10,691)	-71.7%	185,183
Bank charges	1,822	2,976	2,903	5,395	3,657	5,952	2,295	38.6%	55,712
Employee Recognition	728	507	1,288	1,288	1,398	1,014	(384)	-37.9%	6,184
Wellness	-	833	-	-	-	1,666	1,666	100.0%	10,000
Miscellaneous	6,092	788	3,230	6,291	7,259	1,576	(5,683)	-360.6%	11,205
Depreciation	21,858	22,725	23,419	47,240	43,749	45,450	1,701	3.7%	285,199
Intra-Unit Meals	-	-	-	-	-	-	-	-	-
Program Operations	-	-	-	-	-	-	-	-	-
Indirect expenses	-	-	-	-	-	-	-	-	-
Total Expenses	878,940	898,484	873,649	1,631,579	1,706,621	1,774,843	68,222		10,505,688
Revenue over (under) expenses	(64,303)	(84,789)	(58,450)	(20,505)	56,444	(134,670)	191,114		-

Meals on Wheels People
Statement of Operations
2 Months Ended 8/31/19
The Diner Vancouver

	Aug 31, 2019 This Month	Aug 31, 2019 Month Budget	Aug 31, 2018 Prior Year	Aug 31, 2018 Prior Year To Date	Aug 31, 2019 Current Year To Date	Year to Date Budget	Budget Variance YTD	% Variance	Preliminary Annual Budget
Revenue:									
Government:									
Older Americans Act	796	-	-	-	796	-	796	#DIV/0!	
NSIP	19	-	-	-	19	-	19	#DIV/0!	
Participant Contributions Congregate	122	500	-	-	352	1,000	(648)	-64.8%	6,000
Fundraising:									
Grants	-	-	-	-	-	-	-	#DIV/0!	
Donations	9,351	14,023	-	-	18,355	28,046	(9,691)	-34.6%	163,873
Release Restricted Funds	8,333	8,333	-	-	16,666	16,666	-	0.0%	100,000
Meal Sales:									
Food	40,472	53,937	-	-	79,228	107,874	(28,646)	-26.6%	630,283
Beer	(471)	120	-	-	66	240	(174)	-72.5%	1,401
Wine	1,313	775	-	-	1,313	1,550	(237)	-15.3%	9,050
Special Events	-	2,625	-	-	-	5,250	(5,250)	-100.0%	31,500
Retail	-	100	-	-	-	200	(200)	-100.0%	1,200
Discounts	(2,176)	-	-	-	(4,372)	-	(4,372)	#DIV/0!	
Comps	(166)	-	-	-	(186)	-	(186)	#DIV/0!	
Board Designated Funds for Operations	7,705	-	-	-	7,705	-	-		
Total Revenue	65,298	80,413	-	-	119,942	160,826	(48,589)	-30.2%	943,307
Cost of Sales:									
Food	8,960	16,262	-	-	23,220	32,522	9,302	28.6%	169,113
Beer	6	26	-	-	1	52	51	98.1%	308
Wine	227	194	-	-	566	388	(178)	-45.9%	2,263
Special Events	-	788	-	-	-	1,576	1,576	100.0%	9,450
Retail	-	-	-	-	-	-	-	#DIV/0!	-
Food & Restaurant Supplies	651	385	-	-	2,394	1,270	(1,124)	-88.5%	6,620
Total Cost of Sales	9,844	17,655	-	-	26,181	35,808	9,627	26.9%	187,754
Salaries & Wages	38,996	42,985	-	-	80,479	82,946	2,467	3.0%	483,134
Payroll Taxes & Benefits	9,979	13,282	-	-	21,015	25,629	4,614	18.0%	90,972
Contract Employees	-	-	-	-	-	-	-	#DIV/0!	
Total Labor	48,975	56,267	-	-	101,494	108,575	7,081	6.5%	574,106
Prime Cost (COS + Labor)	58,819	73,922	-	-	127,675	144,383	16,708	11.6%	761,860
Gross Profit	6,480	6,491	-	-	(7,733)	16,443	(65,297)	-397.1%	181,447
GM%	9.9%	8.1%	-	-	-6.4%	10.2%	134.4%		19.2%
Professional Services	201	376	-	-	214	752	538	71.5%	4,512
Printing	260	435	-	-	1,369	870	(499)	-57.4%	5,220
Rent	4,105	3,455	1,481	3,949	7,560	6,910	(650)	-9.4%	44,676
Utilities	1,746	720	176	325	2,591	1,440	(1,151)	-79.9%	8,640
Telephone & Internet	321	285	-	-	642	570	(72)	-12.6%	3,420
Postage	-	-	-	-	-	-	-	#DIV/0!	-
Insurance	296	296	-	-	592	592	-	0.0%	3,552
Office Supplies	168	42	-	-	216	84	(132)	-157.1%	500
Small Equipment	722	100	-	-	946	200	(746)	-373.0%	1,200
Repairs & Maintenance	353	200	-	-	897	400	(497)	-124.3%	2,400
Training	-	90	-	-	-	180	180	100.0%	1,080
Subscriptions & memberships	185	-	-	-	296	-	(296)	#DIV/0!	-
Entertainment/music	-	30	-	-	-	60	60	100.0%	360
Janitorial services & supplies	1,381	150	-	-	1,973	300	(1,673)	-557.7%	1,800
Mileage	16	350	-	-	16	700	684	97.7%	4,200
Out of town travel	-	-	-	-	-	-	-	#DIV/0!	-
Recruitment Ads	-	150	-	-	-	300	300	100.0%	1,800
Advertising	150	-	-	-	300	1,000	700	70.0%	5,000
Over/Short	11	50	-	-	20	100	80	80.0%	600
Bank Charges	1,157	42	-	-	2,168	84	(2,084)	-2481.0%	504
Employee Recognition	11	-	-	-	11	-	(11)	#DIV/0!	
Wellness	-	-	-	-	-	-	-	#DIV/0!	
Miscellaneous	99	85	-	-	99	170	71	41.8%	1,020
Depreciation	7,705	5,222	-	-	15,411	10,444	(4,967)	-47.6%	62,664
Program Operations	-	-	-	-	-	-	-	#DIV/0!	
Indirect Expenses	1,169	2,412	-	-	2,281	4,824	2,543	52.7%	28,299
Total Other Expenses	20,056	14,490	1,657	4,274	37,602	29,980	(7,622)	-25.4%	181,447
Net Income (Loss)	(13,576)	(7,998)	(1,657)	(4,274)	(45,335)	(13,537)	(31,798)	234.9%	-