

New Deal Café Board of Directors Meeting  
Monday, December 15, 2014 – 6:00pm  
Upstairs meeting room – Co-op Supermarket

Board: Michael Hartman (President), Frank Gervasi (Treasurer), Nancy Melandry (Secretary), Terri Acton (Dina Sykes – excused absence)

Audit Committee: Dorian Winterfeld, Mike Stark, Tom Jones

Staff: Amethyst Dwyer, Meg Haney

Visitors: Alicia DiAngelis (sp?)

Called to order: 6:05pm

Approval and prioritization of proposed agenda – Approved unanimously

Approval of Minutes - Tabled

2015 budget review: General discussion regarding budget issues. Suggestion to move savings to 2% CD. It was noted that our liability insurance covers “valuable records and papers loss”.

Motion: Accept 2015 budget as living document (attached).

Michael Hartman / Terri Acton 2<sup>nd</sup> / unanimous

Consensus of the Board to approve expenditures for Café improvements (restrooms/tables/chairs. Frank Gervasi recused himself from vote.

Adjourned: 8:30pm

Submitted by Nancy Melandry

New Deal Café										
			2014 Budget	2014 Actual	Dec. Est.	2014 Total	2015 Budget			
				Jan - Nov						
<b>Income</b>										
	Bar Gross Income		\$125,800	\$133,343	\$11,000	\$144,343	\$155,000			
	KMK Contract Fees		\$6,000	\$5,500	\$500	\$6,000	\$6,000			
	Memberships		\$1,000	\$3,633	\$0	\$3,633	\$1,000			
	Interest Earned		\$20	\$15	\$0	\$15				
	Other		\$0				\$0			
	<b>Total Income</b>		<b>\$132,820</b>	<b>\$142,491</b>	<b>\$11,500</b>	<b>\$153,991</b>	<b>\$162,000</b>			
<b>Cost of Goods Sold</b>										
	Alcohol		\$42,000	\$39,090	\$3,554	\$42,644	\$45,000			
	Fruit		\$250	\$60	\$20	\$80				
	<b>Total Cost of Goods Sold</b>		<b>\$42,250</b>	<b>\$39,150</b>	<b>\$3,574</b>	<b>\$42,724</b>	<b>\$45,000</b>			
<b>Gross Profit</b>										
			<b>\$90,570</b>	<b>\$103,341</b>	<b>\$7,926</b>	<b>\$111,267</b>	<b>\$117,000</b>			
<b>Expenses</b>										
<b>Payroll &amp; Payroll Taxes</b>			<b>\$44,595</b>	<b>\$22,145</b>	<b>\$2,565</b>	<b>\$24,710</b>	<b>\$43,800</b>			
		Payroll	\$40,995	\$19,709	\$2,065	\$21,774	\$40,000			
		Payroll Tax	\$3,600	\$2,436	\$500	\$2,936	\$3,800			
<b>Taxes (excluding payroll)</b>			<b>\$8,277</b>	<b>\$15,862</b>	<b>\$3,292</b>	<b>\$19,154</b>	<b>\$21,650</b>			
		Federal Income 2013	\$3,200	\$612	\$1,405	\$2,017	\$3,000			
		Maryland Income 2013	\$2,127	\$347	\$897	\$1,244	\$1,500			
		Maryland Sales	\$0	\$11,958	\$990	\$12,948	\$14,000			
		Personal Property	\$600	\$600		\$600	\$600			
		Commercial Property	\$350	\$345	\$0	\$345	\$350			
		County/City Real Estate	\$2,000	\$2,000	\$0	\$2,000	\$2,200			
<b>Insurance</b>			<b>\$3,200</b>	<b>\$3,200</b>	<b>\$0</b>	<b>\$3,200</b>	<b>\$4,600</b>			
		General Liability	\$300	\$300		\$300	\$1,500			
		Workers' Compensation	\$800	\$800	\$0	\$800	\$1,000			
		Directors and Officers	\$2,100	\$2,100	\$0	\$2,100	\$2,100			
<b>Utilities</b>			<b>\$7,834</b>	<b>\$6,484</b>	<b>\$575</b>	<b>\$7,059</b>	<b>\$8,150</b>			
		Pepco Account #31015750	\$6,000	\$4,853	\$441	\$5,294	\$6,000			
		WSSC (25% share)	\$800	\$595	\$54	\$649	\$800			
		City of Greenbelt Recycling	\$350	\$276		\$276	\$350			
		Internet	\$684	\$760	\$80	\$840	\$1,000			
<b>Licenses and Permits</b>			<b>\$3,672</b>	<b>\$4,406</b>	<b>\$0</b>	<b>\$4,406</b>	<b>\$5,000</b>			
		Licenses & Permits (non-n	\$947	\$1,513	\$0	\$1,513	\$1,500			
		Music Licenses	\$2,725	\$2,893	\$0	\$2,893	\$3,500			
<b>Music and Entertainment</b>			<b>\$1,120</b>	<b>\$660</b>	<b>\$250</b>	<b>\$910</b>	<b>\$3,300</b>			
		Entertainment/NYE	\$450		\$250	\$250	\$300			
		Special Events	\$350	\$100		\$100	\$500			
		Supplies / Tuning	\$320	\$200		\$200	\$500			
		Sound Equipment	\$500	\$360		\$360	\$2,000			
<b>Advertising &amp; Promotion</b>			<b>\$2,256</b>	<b>\$1,542</b>	<b>\$125</b>	<b>\$1,667</b>	<b>\$2,000</b>			
		Display Ads	\$1,560	\$860	\$125	\$985	\$1,000			
		Promotion	\$696	\$682		\$682	\$1,000			
<b>Professional Fees</b>			<b>\$1,432</b>	<b>\$5,000</b>	<b>\$300</b>	<b>\$5,300</b>	<b>\$5,200</b>			
		Accounting	\$1,000	\$4,820	\$300	\$5,120	\$5,200			
		Legal	\$0	\$0	\$0	\$0	\$0			
		Payroll Service	\$432	\$180	\$0	\$180	\$0			
<b>Volunteer Appreciation and Meals</b>			<b>\$4,300</b>	<b>\$3,438</b>	<b>\$140</b>	<b>\$3,578</b>	<b>\$4,500</b>			
		Volunteer Appreciation	\$2,000	\$2,293	\$0	\$2,293	\$3,000			
		Volunteer Meals	\$2,300	\$1,145	\$140	\$1,285	\$1,500			
<b>Repairs &amp; Maintenance</b>			<b>\$610</b>	<b>\$8,486</b>	<b>\$2,000</b>	<b>\$10,486</b>	<b>\$9,300</b>			
<b>Other</b>			<b>\$5,228</b>	<b>\$3,952</b>	<b>\$100</b>	<b>\$4,052</b>	<b>\$6,000</b>			
		Merchant Account Fees	\$1,416	\$1,090	\$100	\$1,190	\$1,500			
		Office Supplies	\$600	\$545		\$545	\$500			
		Decorating	\$200	\$432		\$432	\$400			
		Co-op Operating Expenses	\$696	\$230		\$230	\$700			
		Gifts & Flowers	\$50	\$40		\$40	\$50			
		Bank Service Charges	\$36	\$375		\$375	\$250			
		Restaurant Supplies	\$900	\$996		\$996	\$1,500			
		Postage & Delivery	\$130	\$34		\$34	\$100			
		Staff Development	\$1,200	\$209		\$209	\$1,000			
<b>Total Expenses</b>			<b>\$82,524</b>	<b>\$75,175</b>	<b>\$9,347</b>	<b>\$84,523</b>	<b>\$113,500</b>			
<b>Reserves</b>							<b>\$3,500</b>			
<b>Net Balance</b>			<b>\$8,046</b>	<b>\$28,165</b>	<b>-\$1,421</b>	<b>\$26,745</b>	<b>\$0</b>			

Notes: Actual income taxes for 2013 - IRS: \$2017, MD: \$1244. Overpayment applied to 2014 - IRS: \$612, MD: \$347.