

Capital Area Community Action Agency

**Executive Committee Meeting
Agenda
Tuesday, October 28, 2025
309 Office Plaza Drive, Tallahassee, FL
Via Microsoft Teams**

- | | | |
|--|-----------------------|---|
| I. Call to Order | Shanetta Keel – Chair | |
| II. Agenda Approval | | |
| III. Sign-In/Attendance/Introductions | | |
| IV. Action – Recommendation for Review & Approval | | |
| A. Board Activity | | |
| i) Executive Committee Meeting Minutes – August 26, 2025 | | 2 |
| B. Financial Report | Kate Beam | 5 |
| • Narrative | | |
| • Revenue & Expenditures Agency-wide | | |
| • Balance Sheet | | |
| • Revenue & Expenditures – major programs | | |
| • Head Start Non Federal Share Match | | |
| • Head Start Credit Card Activity | | |
| V. Board Member Conversation - what's on your mind? | Shanetta Keel | |
| VI. Interim Chief Executive Officer's Report | Nina Self | |
| VII. Chair's Report | Shanetta Keel | |
| III. Adjournment | | |

Next Executive Committee Meeting 12/09/2025 - 5:30 pm – Microsoft Teams

Next Board of Directors Meeting 11/18/2025 – 6:00 pm – Via Microsoft Teams

Capital Area Community Action Agency

Executive Committee Meeting Minutes August 26, 2025

Members in Attendance

Shanetta Keel, Chair
John Grant, Vice-Chair
Melissa Miller, Member-at-Large

CACAA Staff:

Tim Center
Keith Dean
Margaret Watson

The meeting was called to order at 5:36 p.m. by the Chair. A quorum was established.

ACTION ITEMS

Approval of past minutes

The Board reviewed and approved the Executive Committee Minutes of minutes of June 24, 2025. Mr. Grant moved approval of the minutes. Ms. Miller seconded the motion. The motion was unanimously approved.

FINANCIAL REPORTS

Ms. Dean, Chief Financial Officer, presented the financial reports for the month ending June 30, 2025. He reported that the interim Agency financial statement narratives are broken out into major programs, and grants cross over the fiscal year with variances being noted with explanation. He noted that the Agency is within budget with Revenue and Expenditures, with a restricted net income.

Ms. Miller moved approval of the Financial Reports. Mr. Grant seconded the motion. The motion was unanimously approved.

Board Member Conversations – What’s on your mind?

The Chair asked whether the Agency had received any responses to the Head Start grant.

Agency Updates

Federal Funding Updates

Congressional budget drafts in both the House and Senate indicate continued funding for all three major programs, including an \$85 million national increase for Head Start. Other



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community action agencies are pulling back on professional development and direct client services due to funding uncertainty.

State Fiscal Monitoring

A monitoring review conducted by Florida Commerce from January through February produced a draft report identifying minor issues that require corrective action. The findings focused primarily on updating policies and procedures for client eligibility documentation and highlighted the need to adjust board membership composition to comply with tripartite requirements.

State Funding Delays

Florida Commerce has not yet provided new allocations for weatherization and LIHEAP, which are expected by September 30, 2025. This delay of previous funding of June 30th, caused significant concern for agencies across the state regarding staffing and operations.

CEO REPORT

Mr. Center presented the CEO report for the month August 2025. He outlined the agency's future funding plan and agency operations. Further details will be provided in the draft budget at the September meeting.

Board Membership

The board is currently three members short of the 12 required by the bylaws. NAACP Gadsden will elect a representative at their September meeting, which will help address the tripartite requirement. The search for other private and public sector board members is on hold per the board's request from the last meeting.

Head Start updates

The agency successfully received majority approval from the board for the Head Start grant application. A supplemental budget request is also being processed and the five-year Head Start application has been approved.

- The Pineview Elementary School Head Start program is now operational. The program hopes to offer VPK and school readiness as extended day services. VPK services are also back up and running at South City Head Start.
- The agency is actively looking at potential relocation sites in Jefferson County, having contacted a real estate group in Monticello. Funds for rent have been requested in a supplemental Head Start budget. Duke Energy is only interested in selling their building, not leasing it, despite direct engagement with their community relations teams.

Staff Professional Development

Ms. LaShawn Gordan, UPHS, will attend the next managers meeting being held September 10, 2025, to discuss the book 'Fierce Conversations'. The Coaching is on hold pending additional quotes to ensure procurement policies are followed.

Strategic Planning

A poll will be distributed to schedule a strategic planning session with Mr. Mickey Moore from Moore Business Strategy. The goal is to complete this process before December to comply with Community Service Block Grant performance standards.

Annual Audit

The audit is nearly complete. A draft audit may be sent to the Department of Commerce to meet their August 31, 2025, deadline, but the board must approve the final version at the September meeting.

Disallowed Costs Concern

HHS has indicated to Florida Commerce that mortgage interest for the building may be a disallowed cost. The agency has not received this in writing and has informed the auditors. We are also consulting with Congressman Dunn's office, awaiting formal documentation.

Fundraising and Donations

- The agency received an \$8,000 grant from Simple Healthcare, facilitated by former board member Mr. Brent Couch.
- Donations are expected from the beer festival fundraiser.

Board Chair's Report

Meeting adjourned at 6:15 P.M.

Board Chair

Date

**Financial Statement Narrative
For the Period Ending August 31, 2025
Capital Area Community Action Agency**

As of August 31, 2025, we have completed eleven months of the fiscal year and we would expect the year-to-date actual expenses and revenue to be around 92% of the annual budget. At month end, the Year to Date Actual Revenue and Expenses are 101% and 102% respectively with excess of expenditures of \$132,622.

Non-Federal Share (NFS) Match as of August 31, 2025 was \$794,159 of the \$1,065,245 target.

Expenditure Variances and Explanations

The Agency-wide Statement of Revenue and Expenditures tracks year-to-date progress by budget line item. Actual revenues and expenditures are compared to the original budget for each budget line item by amount and percentage.

Some budget line items may be below or above the expected percentage at any given point in the year. This can be caused by something as innocuous as the revenue or expense occurring unevenly at different points of time during the year, such as a one-time insurance payment. In other words, one twelfth of every budget item is not necessarily paid each month. Therefore, when there is a significant variance, explanations are provided. These explanations frequently feature the terms "over budget" or "over the budget benchmark". "Over budget" usually refers to situations where more has been spent in total than was allocated. It may also refer to unexpected expenses that will cause the line item to be overspent by year/grant end. "Over the budget benchmark" refers to items that are currently over what we would expect, if expense were incurred evenly each month. Usually, the items that are "over the budget benchmark" are not incurred evenly each month and are expected to be at or near what was allocated by year/grant end.

It is important to note that, while a specific line item may be over budget, the overall Agency budget should not be over budget. Adjustments are often made at the end of a grant or fiscal year to ensure that all budgets are balanced.

In Fiscal Year 2024-2025, more than half of all currently active grants have a grant period that differs from the Agency's fiscal year and only one of the Agency's largest grants are on the Agency's same fiscal year.

What this means is that the Agency-wide Statement of Revenue and Expenses has lost some of its effectiveness. While it is still a good way to judge overall performance such as total revenues, total expenditures and net income/(loss), it is less useful by budget line item with differing fiscal years.

To compensate for this issue, we have focused on the major programs' statements instead for individual line item budgets. This leaves us with the following variances:

**Financial Statement Narrative
For the Period Ending August 31, 2025
Capital Area Community Action Agency**

Agency Wide Variances

- Unemployment – is over the benchmark budget but historically this is a Q1 expense. As employees reach the \$7000 threshold for SUTA, this expense falls off and should stay within budget for the year.
- Health Insurance - is over the budget benchmark with higher than anticipated participation. This line item is forecast to go over budget by 35-40K.
- Life Insurance – is over budget with higher than anticipated participation and some prepaid expenses.
- Staff Screenings – is over budget due to increased hiring during the fiscal year.
- Travel In Area – is over budget with higher than forecasted costs. This line item is projected to go over budget by \$2000 for the year.
- Travel Out of Area – is at budget since there is no budget line for this expense.
- Program Supplies - are over budget with a number of purchases for the new year as well as other needed items. This line item is projected to go over budget by \$20K.
- Classroom Supplies- are at budget with a number of purchases for the new year. We anticipate ending the year slightly over the annual budget.
- Kitchen Supplies – are over budget with 2023.2024 expenses topping \$20K. This budget line will go over budget by \$15 K based on current expenses.
- Medical/Dental Supplies - are over budget but the overage is inconsequential to the overall budget.
- Copies/Printing/Copier Maintenance/Toner/Paper- is slightly over benchmark budget however we anticipate ending the year within the annual budget.
- Postage and Delivery Expense – is slightly over budget and we anticipate ending the year within \$1000 of the the annual budget.
- **Contractual Services/Professional – is over budget and forecast to go over the annual budget by 30K this fiscal year.**
- Contractual Services – Health/Disabilities – is over budget with an abundance of early year assessments and needed services. This budget line is forecast to go over budget significantly based on current spending.
- **Rent / Space Cost – is over budget and we anticipate ending the year \$45,000 over the annual budget.**
- Utilities - is over budget with higher than forecast expenses. We anticipate the overage to be around \$20,000 based on current spending.
- General Liability and Property Insurance – is over budget with the 25% deposit plus first month of annual insurance. Over the course of the year this line item will level off with no expenses for the last couple of months of the year but is forecast to be over budget by 15K.
- Communications – is over benchmark budget and projected to exceed budget by 10K based on current spending.

**Financial Statement Narrative
For the Period Ending August 31, 2025
Capital Area Community Action Agency**

- Repairs & Maintenance – Recurring – is over budget and will probably go over budget by \$90,000 based on current spending.
- Equipment Maintenance – is over budget with an addition of a large support contract and we anticipate ending the year over the annual budget by \$20K.
- Special Events – is over budget but will be offset by an overage in Special Events revenue.
- Client Assistance – is over budget but will go over budget significantly as additional funds have been released for LIHEAP.
- Equipment/Improvements (\$5000 or more) – is over budget due to the completion of the Franklin Head start fire suppression system.
- **Raw Food – is over budget and forecast to go over budget by 40K by year's end.**

CSBG Variances

- Travel – In Area – is over budget with higher than anticipated travel required.
- Program Supplies – is at budget since there are no funds budgeted for this line item.
- Copies/Printing / Copier Maintenance – are over budget and forecast to go over by \$1500.
- **Contractual Services/Professional – are over budget significantly due to audit and strategic plan expenses.**
- Rent / Space Rent – is slightly over benchmark budget however we anticipate ending the year within the annual budget.
- Utilities – are over budget with higher than anticipated costs.
- General Liability and Property Insurance – is over budget with the 25% deposit plus first month of annual insurance. Over the course of the year this line item will level off with no expenses for the last couple of months of the year but is projected to go over budget by 2K.
- Communications – is over budget and projected to exceed budget based on current spending by \$5000.
- Equipment Maintenance – is over budget and forecast to go over budget by \$2,000 based on current spending.
- Vehicle Expense – is slightly over benchmark budget however we anticipate ending the year within the annual budget.
- Equipment Lease – is over budget and forecast to go over budget by \$4,000 based on current spending.
- Technology – is over budget with the addition of a new DEO required software. This line item is forecast to go over by \$5500.
- Fees, Licenses, and Permits – is slightly over benchmark budget however we anticipate ending the year within the annual budget.

**Financial Statement Narrative
For the Period Ending August 31, 2025
Capital Area Community Action Agency**

- Expendable Equipment and Registration Fees – are at budget since there are no funds budgeted for this line item.
- Training & Technical Assistance/Staff Development- is over budget with additional training expenditures. This line item is forecast to go over budget by 8K.

LIHEAP Variances

- Postage and Delivery Expense - is over budget with higher than expected expenses and we anticipate ending the year within \$1000 of the annual budget.
- Rent/Space Cost- is slightly over budget with higher than anticipated expenses associated with the allocation of Holdings building repair expenses.
- General Liability and Property Insurance - is slightly over budget with the 25% deposit plus first month of annual insurance. Over the course of the year, this line item will level off with no expenses for the last couple of months of the year so the overage will be slight.
- Equipment Maintenance – is over budget with an addition of a large support contract.
- Client Assistance – is over budget and should go over budget significantly with additional availability of funds.
- **Registration Fees – are at budget since there are no funds budgeted for this line item.**

WAP Variances

- Salaries & Wages / Fringe / Indirect - are over budget and will go over budget significantly after the discontinuance of the WAP Infrastructure grant.
- Travel – In Area – is over budget however the variance is small compared to the total budget.
- **Contractual Services/Professional – are over budget significantly due to audit and strategic plan expenses.**
- Rent/Space Cost- is over budget with higher than anticipated expenses associated with the allocation of Holdings building repair expenses.
- Equipment Maintenance – is over budget with an addition of a large support contract however we anticipate ending the year within \$1000 of the annual budget.
- Client Assistance - is over budget due to more opportunities than expected to serve clients.

**Financial Statement Narrative
For the Period Ending August 31, 2025
Capital Area Community Action Agency**

Head Start Variances

- Staff Screenings -are over budget for the year due to a number of random tests and hiring needs.
- Travel In Area - is over budget due to increased travel required in Franklin Co. and Jefferson Co. This budget line is likely to go over budget by 5K.
- ***Travel Out of Area – is at budget since there is no budget line for this expense.***
- Office Supplies – are over budget but consistent with historical spending. This line item may go over budget by 5K based on current expenditures.
- Program Supplies– is over budget primarily due to beginning of the year needs.
- Medical/Dental Supplies - are over budget but the overage is inconsequential to the overall budget.
- Copies/Printing/Copier Maintenance/Toner/Paper - is over budget however we anticipate ending the year within \$1500 of the annual budget.
- Postage and Delivery Expense – is over budget but the total amount over budget is insignificant to the total budget.
- ***Contractual Services/Professional – are over budget significantly due to audit and strategic plan expenses.***
- Contractual Services – Health/Disabilities – is over budget due to required services based on assessments.
- Utilities - is over budget and we anticipate going over budget by \$25,000 based on current spending.
- General Liability and Property Insurance – is over budget with the 25% deposit plus first month of annual insurance and monthly payments due to increased insurance costs.
- Communications - is over budget and anticipated to go over budget by \$12,000 based on current spending.
- Repairs & Maintenance – Recurring - is over budget and anticipated to go over budget by 100K based on current spending.
- Repairs and Maintenance –Nonrecurring – is over budget due to a large repair expense.
- Equipment Maintenance- is over budget with the addition of a large support contract however we anticipate ending the year with a \$18,000 deficit.
- Vehicle Expense – is over budget with increased travel. We anticipate ending the year within \$5000 of the annual budget.
- Equipment Lease – is over budget and is anticipated to go over budget by \$1000 based on current spending.
- Fees, Licenses, and Permits – is over budget but the total amount over budget is insignificant to the total budget.
- Equipment / Improvements (\$5000 or more) - is at budget due to the completion of the Franklin Head start fire suppression system.

**Financial Statement Narrative
For the Period Ending August 31, 2025
Capital Area Community Action Agency**

- **Registration Fees** - *is at budget since there is no budget line for this expense.*
- Meetings & Workshops – is over budget with a number of meetings during the first part and throughout the year.
- Advertising – is over budget with recent Indeed postings and other events.
- Raw Food Cost – is over budget and forecast to go over by \$10K based on current spending.

**Capital Area Community Action Agency
Statement of Revenues and Expenditures
For the Eleven Months Ending 8/31/2025**

		Total Budget - Original	Current Year Actual	Total Budget Variance - Original	%
	92%				
Revenue					
Government Contracts - FEDERAL - DIRECT	4000	4,260,978	3,944,540	(316,438)	93%
Government Contracts - STATE	4010	5,872,675	6,472,265	599,590	110%
Government Contracts - LOCAL	4020	124,798	105,659	(19,139)	85%
Grants - Other Not-for-Profits	4100	6,587	6,225	(362)	95%
Grants - All Other Sources	4120	1,500	0	(1,500)	0%
Contributions	4200	2,000	198	(1,802)	10%
Contributions- Restricted	4210	29,000	53,285	24,285	184%
Special Events	4300	2,000	5,070	3,070	254%
Commissions-Vending/Photo	4320	0	2,613	2,613	100%
Interest Income	4950	0	1,063	1,063	100%
Fringe Pool Revenue	4960	957,280	859,972	(97,308)	90%
Indirect Pool Revenue	4970	802,789	703,757	(99,032)	88%
Other Revenue	4995	2,000	31,239	29,239	1562%
Total Revenue		12,061,607	12,185,886	124,280	101%
Expenditures					
Salaries & Wages	6010	3,648,584	3,056,271	592,313	84%
Fringe	6110	1,055,087	859,972	195,115	82%
FICA	6120	271,200	212,116	59,084	78%
Unemployment	6130	40,000	39,402	598	99%
Workers Compensation	6140	42,000	22,909	19,091	55%
Health Insurance	6150	480,000	468,326	11,674	98%
Life Insurance	6160	34,800	38,074	(3,274)	109%
Retirement	6170	60,000	50,996	9,004	85%
Staff Screenings	6180	1,400	1,762	(362)	126%
Indirect Costs	6210	810,023	711,457	98,566	88%
Travel - In Area	6310	9,200	10,938	(1,738)	119%
Travel - Out of Area	6315	0	9	(9)	100%
Office Supplies	6410	17,777	13,238	4,539	74%
Program Supplies	6415	20,400	36,076	(15,676)	177%
Classroom Supplies	6420	25,085	25,200	(115)	100%
Kitchen Supplies	6430	10,564	19,229	(8,665)	182%
Medical/Dental Supplies	6440	500	603	(103)	121%
Copies/Printing/Copier Maintenance/Toner/Paper	6510	26,250	27,308	(1,058)	104%
Postage and Delivery Expense	6600	5,540	5,954	(414)	107%
Contractual Services/Professional	6710	341,536	343,447	(1,911)	101%
Contractual Services - Health/Disabilities	6715	232,464	328,114	(95,650)	141%
Rent/Space Cost	6810	325,434	345,662	(20,228)	106%
Utilities	6820	105,418	119,604	(14,186)	113%
General Liability and Property Insurance	6830	69,505	81,849	(12,344)	118%
Communications	6840	98,000	108,815	(10,815)	111%
Repairs & Bldg Maintenance- Recurring	6850	130,166	216,715	(86,549)	166%
Repairs & Bldg Maintenance - Nonrecurring	6855	22,549	11,718	10,831	52%
Equipment Maintenance	6910	23,500	42,156	(18,656)	179%
Vehicle Expense	6920	113,582	65,027	48,555	57%
Equipment Lease	6930	12,400	11,139	1,261	90%
Technology	6940	39,434	36,456	2,978	92%
Fees, Licenses, and Permits	7010	3,659	2,085	1,574	57%

**Capital Area Community Action Agency
Statement of Revenues and Expenditures
For the Eleven Months Ending 8/31/2025**

Dues/Subscriptions	7020	16,272	15,332	940	94%
Special Events	7110	3,500	4,356	(856)	124%
Client Assistance	7210	3,393,790	4,615,261	(1,221,472)	136%
Equipment/Improvements (\$5,000 or more)	7310	5,000	8,792	(3,792)	176%
Expendable Equipment	7320	13,460	2,254	11,206	17%
Registration Fees	7410	0	3,693	(3,693)	100%
Meetings/Workshops	7420	13,075	8,147	4,928	62%
Training and Technical Assistance/Staff Development	7435	289,226	65,378	223,848	23%
Advisory/Board Member Expenses	7440	4,200	2,265	1,935	54%
Advertising	7450	22,539	15,119	7,420	67%
Parent Activities	7460	1,200	92	1,108	8%
Raw Food Cost	7510	252,178	263,240	(11,062)	104%
Legal Expenses	7530	2,500	0	2,500	0%
Interest Expense	7610	200	0	200	0%
Bank Service Charges	7630	1,480	1,954	(474)	132%
Total Expenditures		12,094,677	12,318,508	(223,831)	102%
Excess Revenue over (under) Expenditures		(33,070)	(132,622)	(99,552)	

Capital Area Community Action Agency
Balance Sheet
For The Period Ending 8/31/2025

		Current Period
		Balance
Assets		
Cash Operating Hancock Bank	1010	415,562
Health Insurance Imprest Account	1031	2,516
Cash-Sunshine State/The First - Micro Loan	1040	66,649
Petty Cash	1050	266
FLEXIBLE SAVING ACCOUNT-HANCOCK BANK	1065	17,750
Money Market Account - Hancock Bank	1080	27,635
Accounts Receivable	1100	27,340
Grants Receivable	1150	910,938
Building	1600	245,000
Work In Progress	1630	80,556
Equipment	1650	997,257
Capital Lease	1660	961,600
Accumulated Depreciation - Building	1700	(99,953)
Accumulated Depreciation - Equipment	1750	(515,965)
Accumulated Amortization - Capital Lease	1760	<u>(566,780)</u>
Total Assets		2,570,372
Liabilities and Net Assets		
Liabilities		
Accounts Payable	2000	205,091
Accrued Expenses - Other	2010	78,728
Accrued Wages	2040	170,819
Accrued Fringe Benefits	2060	(1,302)
Accrued Flexible Savings	2061	(2,172)
Accrued FICA	2065	(10,296)
Accrued Federal Withholding	2070	(8,611)
Accrued Georgia Estimated Taxes	2071	(328)
Accrued Health Insurance	2085	(21,344)
Accrued Other Health Insurance	2087	(2,197)
Accrued Life Insurance	2090	6,483
Accrued Retirement - Pre Tax	2095	208
Accrued Retirement - Post Tax	2096	412
Contract Advances	2100	123,853
Liability- Head Start Parent Activity	2330	7,079
Notes Payable	2350	(226)
Lease Payable	2360	48,843
Lease Liability Short Term	2361	343,433
Deferred Income	2400	<u>35,527</u>
Total Liabilities		974,000
Net Assets		
Beginning Net Assets		
Unrestricted Net Assets	3000	1,404,096
Invested Property and Equipment	3020	<u>324,898</u>
Total Beginning Net Assets		1,728,994
Current Net Income		<u>(132,622)</u>
Total Net Assets		<u>1,596,372</u>
Total Liabilities and Net Assets		2,570,372

**Capital Area Community Action Agency
CSBG Statement of Revenues and Expenditures
For the Eleven Months Ending 8/31/2025**

		Total Budget - Original	Current Year Actual	Total Budget Variance - Original	%
	92%				
Revenue					
Government Contracts - STATE	4010	608,265	489,683	(118,582)	81%
Contributions- Restricted	4210	0	100	100	100%
Total Revenue		608,265	489,783	(118,482)	81%
Expenditures					
Salaries & Wages	6010	273,125	196,585	76,540	72%
Fringe	6110	79,151	55,163	23,988	70%
Staff Screenings	6180	100	0	100	0%
Indirect Costs	6210	65,841	49,943	15,898	76%
Travel - In Area	6310	1,000	1,122	(122)	112%
Office Supplies	6410	2,500	1,871	629	75%
Program Supplies	6415	0	219	(219)	100%
Copies/Printing/Copier Maintenance/Toner/Paper	6510	1,500	2,689	(1,189)	179%
Postage and Delivery Expense	6600	480	419	61	87%
Contractual Services/Professional	6710	1,047	7,425	(6,378)	709%
Rent/Space Cost	6810	52,152	64,762	(12,610)	124%
Utilities	6820	7,200	9,475	(2,275)	132%
General Liability and Property Insurance	6830	5,000	6,582	(1,582)	132%
Communications	6840	15,000	18,285	(3,285)	122%
Repairs & Bldg Maintenance- Recurring	6850	10,000	9,695	305	97%
Repairs & Bldg Maintenance - Nonrecurring	6855	5,000	0	5,000	0%
Equipment Maintenance	6910	2,500	4,207	(1,707)	168%
Vehicle Expense	6920	18,000	17,799	201	99%
Equipment Lease	6930	2,400	4,023	(1,623)	168%
Technology	6940	2,000	7,013	(5,013)	351%
Fees, Licenses, and Permits	7010	150	149	1	100%
Dues/Subscriptions	7020	7,255	2,816	4,439	39%
Client Assistance	7210	46,425	15,124	31,301	33%
Expendable Equipment	7320	0	385	(385)	100%
Registration Fees	7410	0	380	(380)	100%
Meetings/Workshops	7420	600	118	482	20%
Training and Technical Assistance/Staff Development	7435	7,500	12,956	(5,456)	173%
Advertising	7450	2,339	825	1,514	35%
Total Expenditures		608,265	490,028	118,237	81%
Excess Revenue over (under) Expenditures		0	(246)	(246)	

Capital Area Community Action Agency
LIHEAP Statement of Revenues and Expenditures
For the Eleven Months Ending 8/31/2025

		Total		Total	
		Budget -	Current	Budget	
	92%	Original	Year Actual	Variance -	
				Original	%
Revenue					
Government Contracts - STATE	4010	2,933,701	4,747,465	1,813,764	162%
Total Revenue		2,933,701	4,747,465	1,813,764	162%
Expenditures					
Salaries & Wages	6010	348,433	298,752	49,681	86%
Fringe	6110	100,976	83,253	17,723	82%
Staff Screenings	6180	200	98	102	49%
Indirect Costs	6210	83,995	76,622	7,373	91%
Travel - In Area	6310	1,000	0	1,000	0%
Office Supplies	6410	2,500	1,465	1,035	59%
Copies/Printing/Copier Maintenance/Toner/Paper	6510	6,000	4,021	1,979	67%
Postage and Delivery Expense	6600	3,000	3,910	(910)	130%
Contractual Services/Professional	6710	9,485	5,238	4,247	55%
Rent/Space Cost	6810	32,472	32,768	(296)	101%
Utilities	6820	5,000	3,393	1,607	68%
General Liability and Property Insurance	6830	6,000	6,033	(33)	101%
Communications	6840	15,000	12,357	2,643	82%
Repairs & Bldg Maintenance- Recurring	6850	5,990	3,465	2,525	58%
Repairs & Bldg Maintenance - Nonrecurring	6855	4,349	0	4,349	0%
Equipment Maintenance	6910	4,000	4,402	(402)	110%
Equipment Lease	6930	3,000	1,513	1,487	50%
Technology	6940	3,000	625	2,375	21%
Fees, Licenses, and Permits	7010	350	35	315	10%
Client Assistance	7210	2,287,691	4,198,051	(1,910,360)	184%
Expendable Equipment	7320	1,960	39	1,921	2%
Registration Fees	7410	0	855	(855)	100%
Training and Technical Assistance/Staff Development	7435	6,300	797	5,503	13%
Advertising	7450	3,000	2,353	647	78%
Total Expenditures		2,933,701	4,740,046	(1,806,345)	162%
Excess Revenue over (under) Expenditures		0	7,419	7,419	

**Capital Area Community Action Agency
WAP Statement of Revenues and Expenditures
For the Eleven Months Ending 8/31/2025**

		Total Budget - Original	Current Year Actual	Total Budget Variance - Original	%
	92%				
Revenue					
Government Contracts - STATE	4010	386,139	407,262	21,123	105%
Total Revenue		386,139	407,262	21,123	105%
Expenditures					
Salaries & Wages	6010	84,398	121,328	(36,930)	144%
Fringe	6110	24,459	33,734	(9,275)	138%
Indirect Costs	6210	20,345	31,167	(10,822)	153%
Travel - In Area	6310	500	990	(490)	198%
Office Supplies	6410	1,777	607	1,170	34%
Copies/Printing/Copier	6510	1,500	498	1,002	33%
Postage and Delivery Expense	6600	500	218	282	44%
Contractual Services/Professional	6710	5,008	5,703	(695)	114%
Rent/Space Cost	6810	8,180	9,681	(1,501)	118%
Utilities	6820	4,000	2,427	1,573	61%
General Liability and Property Insurance	6830	8,000	6,582	1,418	82%
Communications	6840	5,000	4,352	648	87%
Repairs & Bldg Maintenance- Recurring	6850	2,700	219	2,481	8%
Repairs & Bldg Maintenance - Nonrecurring	6855	2,700	0	2,700	0%
Equipment Maintenance	6910	1,500	2,275	(775)	152%
Vehicle Expense	6920	9,500	9,030	470	95%
Equipment Lease	6930	1,500	743	757	50%
Technology	6940	1,500	0	1,500	0%
Fees, Licenses, and Permits	7010	109	35	74	32%
Dues/Subscriptions	7020	200	0	200	0%
Client Assistance	7210	135,755	174,052	(38,297)	128%
Expendable Equipment	7320	2,500	385	2,116	15%
Training and Technical Assistance/Staff	7435	62,008	3,886	58,122	6%
Advertising	7450	2,500	0	2,500	0%
Total Expenditures		386,139	407,912	(21,773)	106%
Excess Revenue over (under) Expenditures		0	(650)	(650)	

Capital Area Community Action Agency
SUWAP Statement of Revenues and Expenditures
For the Eleven Months Ending 8/31/2025

		Total Budget - Original	Current Year Actual	Total Budget Variance - Original	%
	92%				
Revenue					
Government Contracts - STATE	4010	258,306	135,458	(122,848)	52%
Total Revenue		258,306	135,458	(122,848)	52%
Expenditures					
Salaries & Wages	6010	17,794	16,422	1,372	92%
Fringe	6110	5,157	4,588	569	89%
Indirect Costs	6210	4,289	4,204	85	98%
Travel - In Area	6310	500	0	500	0%
Office Supplies	6410	500	0	500	0%
Copies/Printing/Copier Maintenance/Toner/Paper	6510	750	0	750	0%
Postage and Delivery Expense	6600	300	0	300	0%
Contractual Services/Professional	6710	5,000	0	5,000	0%
Communications	6840	500	0	500	0%
Repairs & Bldg Maintenance- Recurring	6850	1,476	0	1,476	0%
Vehicle Expense	6920	1,082	0	1,082	0%
Client Assistance	7210	184,165	110,245	73,920	60%
Expendable Equipment	7320	1,000	0	1,000	0%
Training and Technical Assistance/Staff Development	7435	30,793	0	30,793	0%
Advertising	7450	5,000	0	5,000	0%
Total Expenditures		258,306	135,458	122,848	52%
Excess Revenue over (under) Expenditures		0	0	0	

**Capital Area Community Action Agency
Head Start Statement of Revenues and Expenditures
For the Eleven Months Ending 8/31/2025**

		Total Budget - Original	Current Year Actual	Total Budget Variance - Original	%
	92%				
Revenue					
Government Contracts - FEDERAL - DIRECT	4000	4,260,978	3,944,540	(316,438)	93%
Other Revenue	4995	0	3,750	3,750	100%
Total Revenue		4,260,978	3,948,290	(312,688)	93%
Expenditures					
Salaries & Wages	6010	2,211,970	1,818,337	393,633	82%
Fringe	6110	641,029	512,347	128,682	80%
Staff Screenings	6180	1,000	1,615	(615)	162%
Indirect Costs	6210	533,225	463,760	69,465	87%
Travel - In Area	6310	4,000	8,421	(4,421)	211%
Travel - Out of Area	6315	0	9	(9)	100%
Office Supplies	6410	5,000	7,048	(2,048)	141%
Program Supplies	6415	18,000	32,869	(14,869)	183%
Classroom Supplies	6420	24,000	21,506	2,494	90%
Kitchen Supplies	6430	564	6	558	1%
Medical/Dental Supplies	6440	500	603	(103)	121%
Copies/Printing/Copier Maintenance/Toner/Paper	6510	10,000	11,245	(1,245)	112%
Postage and Delivery Expense	6600	460	949	(489)	206%
Contractual Services/Professional	6710	10,000	25,570	(15,570)	256%
Contractual Services – Health/Disabilities	6715	157,808	258,582	(100,774)	164%
Rent/Space Cost	6810	211,270	199,188	12,082	94%
Utilities	6820	84,718	99,651	(14,933)	118%
General Liability and Property Insurance	6830	20,000	24,548	(4,548)	123%
Communications	6840	55,000	66,984	(11,984)	122%
Repairs & Bldg Maintenance- Recurring	6850	109,000	202,446	(93,446)	186%
Repairs & Bldg Maintenance - Nonrecurring	6855	10,000	11,718	(1,718)	117%
Equipment Maintenance	6910	12,000	25,633	(13,633)	214%
Vehicle Expense	6920	30,000	34,484	(4,484)	115%
Equipment Lease	6930	3,000	3,487	(487)	116%
Technology	6940	26,934	22,134	4,800	82%
Fees, Licenses, and Permits	7010	550	817	(267)	149%
Dues/Subscriptions	7020	5,091	3,878	1,214	76%
Special Events	7110	1,500	496	1,004	33%
Equipment/Improvements (\$5,000 or more)	7310	0	8,792	(8,792)	100%
Expendable Equipment	7320	0	(112)	112	0%
Registration Fees	7410	0	1,280	(1,280)	100%
Meetings/Workshops	7420	2,010	2,799	(789)	139%
Training and Technical Assistance/Staff	7435	40,998	36,440	4,558	89%
Advisory/Board Member Expenses	7440	500	410	90	82%
Advertising	7450	5,000	11,842	(6,842)	237%
Parent Activities	7460	1,200	92	1,108	8%
Raw Food Cost	7510	24,651	28,414	(3,763)	115%
Total Expenditures		4,260,978	3,948,290	312,688	93%
Excess Revenue over (under) Expenditures		0	0	0	

Capital Area Community Action Agency, Inc.
Head Start NFS Match Requirements
For the Month Ending August 31, 2025

Match Source	Total Needed	YTD	YTD %	Remaining	Remaining %
Government Contracts - Local		68,341			
Grants - Other Not for Profits		101			
In-Kind Revenue		600,903			
VPK/SR		124,815			
	1,065,245	794,159	75%	271,086	25%

Head Start Credit Card Expenses Aug 2025

Vendor ID	Fund Code	GL Code	Activity Code	Effective Date	Expenses	Transaction Description	Session ID
HANCOCK CC	1064	6410	255	8/27/2025	25.06	VISAS TIM CENTER #6700-AMAZON	AP250903-VISAS
HANCOCK CC	1064	7410	255	8/27/2025	1,280.00	VISAS TIM CENTER #6700-UPHS	AP250903-VISAS
HANCOCK CC	1064	7435	255	8/27/2025	4.42	VISAS TIM CENTER #6700-AMAZON	AP250903-VISAS
HANCOCK CC	1064	7435	255	8/27/2025	12.27	VISAS TIM CENTER #6700-AMAZON	AP250903-VISAS
HANCOCK CC	1064	7435	255	8/27/2025	32.71	VISAS TIM CENTER #6700-AMAZON	AP250903-VISAS
HANCOCK CC	1064	7435	255	8/27/2025	90.83	VISAS TIM CENTER #6700-AMAZON	AP250903-VISAS
HANCOCK CC	1064	6310	255	8/27/2025	45.45	VISAS DARREL JAMES #1596-FUEL	AP250903-VISAS
HANCOCK CC	1064	6310	255	8/27/2025	61.00	VISAS DARREL JAMES #1596-FUEL	AP250903-VISAS
HANCOCK CC	1064	6310	255	8/27/2025	63.00	VISAS DARREL JAMES #1596-FUEL	AP250903-VISAS
HANCOCK CC	1064	6420	259	8/27/2025	268.98	VISAS DARREL JAMES #1596-LOWES	AP250903-VISAS
HANCOCK CC	1064	6420	259	8/27/2025	36.27	VISAS DARREL JAMES #1596-WALMART	AP250903-VISAS
HANCOCK CC	1064	7420	255	8/27/2025	219.90	VISAS DARREL JAMES #1596-ZOOM	AP250903-VISAS
HANCOCK CC	1064	7435	255	8/27/2025	2,071.44	VISAS DARREL JAMES #1596- HOTEL	AP250903-VISAS
HANCOCK CC	1064	7435	255	8/27/2025	17.99	VISAS DARREL JAMES #1596- HOTEL BOOKING	AP250903-VISAS
HANCOCK CC	1064	7110	255	8/27/2025	118.50	VISAS ANNA MCCOY #1545- RESTORATION	AP250903-VISAS
HANCOCK CC	1064	6420	259	8/27/2025	77.82	VISAS FATIMA O ALEXANDER #3248-WALMART	AP250903-VISAS
HANCOCK CC	1064	7435	255	8/27/2025	2,775.00	VISAS NINA SELF #3535-HDST CPR TRAINING	AP250903-VISAS
HANCOCK CC	1064	7450	255	8/27/2025	3,241.55	VISAS NINA SELF #3535-HDST INDEED	AP250903-VISAS
HANCOCK CC	1064	6810	255	8/27/2025	12.39	VISAS VENITA TREADWELL #5810-AHCA	AP250903-VISAS
HANCOCK CC	1064	6810	255	8/27/2025	12.39	VISAS VENITA TREADWELL #5810-AHCA	AP250903-VISAS
HANCOCK CC	1064	7010	250	8/27/2025	98.98	VISAS VENITA TREADWELL #5810- DCF LICENSE	AP250903-VISAS
HANCOCK CC	1064	7010	251	8/27/2025	25.25	VISAS VENITA TREADWELL #5810- DCF LICENSE	AP250903-VISAS
HANCOCK CC	1064	7010	259	8/27/2025	48.48	VISAS VENITA TREADWELL #5810- DCF LICENSE	AP250903-VISAS
HANCOCK CC	1064	7435	255	8/27/2025	33.00	VISAS VENITA TREADWELL #5810-FLAAYC	AP250903-VISAS
LOWES	1064	6850	255	8/21/2025	85.30	ACCT 821-3010-910659-8	AP250903
LOWES	1064	6850	256	8/21/2025	429.38	ACCT 821-3010-910659-8	AP250903
LOWES	1064	6850	258	8/21/2025	<u>123.32</u>	ACCT 821-3010-910659-8	AP250903

11,310.68



**HANCOCK
WHITNEY**

HANCOCK WHITNEY BANK
PO BOX 61750
NEW ORLEANS LA 70161-1750

8/2/25

MEMO STATEMENT

Account Number

Statement Date

08-27-25

Issued by Hancock Whitney Bank



TIM CENTER
CAPITAL AREA CAA
309 OFFICE PLAZA DR
TALLAHASSEE FL 32301-2729

**N0003436

STATEMENT MESSAGES

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TRANSACTION DETAIL

Post Date	Trans Date	Reference Number	MCC	Transaction Description	Amount
07-29	07-29		0000	ANNUAL FEE	M35.00
07-29	07-28	24906415209234841106320	5968	EIG*CONSTANTCONTACT.COM 855-2295506 MA	M55.00
07-29	07-29	24011345210100049352222	5331	AMAZON RETA* F50Z06BB3 WWW.AMAZON.CO WA	M88.40
07-30	07-29	24377355211000003230354	5338	P3 AUTOMOTIVE SERVICE TALLAHASSEE FL	M264.21
07-31	07-31	24011345212100026867471	5331	AMAZON RETA* 1D4W52CT3 WWW.AMAZON.CO WA	M25.06
07-31	07-31	24793385212000380574053	5398	UNITED PARTNERS FOR HU TALLAHASSEE FL	M2,800.00
08-14	08-13	2469216522510803261661	5300	WWW.COSTCO.COM 800-955-2292 WA	M65.00
08-19	08-18	24055235231448190702959	9399	NIG*DBPR DEPT OF BUS AND EGOV.COM FL	M125.00
08-20	08-19	24011345231100106093060	4814	ZOOM.COM 888-799-9668 ZOOM.US CA	M319.80
08-21	08-20	24692165232104592271435	5968	GAN*1558TALLHDEMOCIRC 888-426-0491 IN	M39.78
08-22	08-21	24137465234001623972517	5411	PUBLIX #1051 TALLAHASSEE FL	M12.03
08-25	08-22	24011345234100115530109	5331	AMAZON RETA* K18AG9Q03 WWW.AMAZON.CO WA	M245.49

*TUH Democrat
- 1051 to go
Receipt*

STATEMENT DATE	ACCOUNT NUMBER	ACCOUNT SUMMARY
08-27-25		NEW PURCHASES AND OTHER CHARGES → 4,074.87
CUSTOMER SERVICE CALL Toll Free 1-800-448-8812		NEW CASH ADVANCES .00
		CREDITS .00
		STATEMENT TOTAL 4,074.87
		TOTAL IN DISPUTE .00
		CREDIT LIMIT 20,000.00



HANCOCK WHITNEY

HANCOCK WHITNEY BANK
PO BOX 61750
NEW ORLEANS LA 70161-1750

MEMO STATEMENT

Account Number

Statement Date

08-27-25

Issued by Hancock Whitney Bank

DARREL JAMES
CAPITAL AREA CAA
309 OFFICE PLAZA DR
TALLAHASSEE FL 32301-2729

** 0000001

STATEMENT MESSAGES

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TRANSACTION DETAIL

Post Date	Trans Date	Reference Number	MCC	Transaction Description	Amount
08-04	08-04	24036295216742902181883	7399	EB *THE SOCIAL LOUNGE 801-413-7200 CA	M24.92
08-04	08-01	24445005214400291804587	5542	SAMS CLUB #8120 TALLAHASSEE FL	M61.00
08-07	08-06	24011345218100111920569	4814	ZOOM.COM 888-799-9666 ZOOM.US CA	M219.90
08-08	08-07	24116415219714412376190	7011	HOTELBOOKING*SERV FEE 8007279059 UT	M17.99
08-08	08-07	24036295219744443569375	4722	RESCNTR*CAPITAL HILTON 203-299-8000 CT	M2,071.44
08-11	08-09	24445005222400284404320	5411	WM SUPERCENTER #4520 TALLAHASSEE FL	M36.27
08-11	08-08	24015145221094391552603	5542	GATE #1194 TALLAHASSEE FL	M63.00
08-11	08-09	24692165221104680966188	5200	LOWES #00417* TALLAHASSEE FL	M268.98
08-19	08-18	24801975231447989732258	5542	SUNSTOP 590 TALLAHASSEE FL	M45.45
08-25	08-23	24036295235714636109909	4121	UBER *TRIP HELP.UBER.COM CA	M5.13
08-25	08-23	24036295235718704047008	4121	UBER *TRIP HELP.UBER.COM CA	M10.72
08-25	08-23	24036295235718580540837	4121	UBER *TRIP HELP.UBER.COM CA	M14.90
08-25	08-23	24036295235718659890576	4121	UBER *TRIP HELP.UBER.COM CA	M21.95
08-25	08-24	24036295236716767210199	4121	UBER *TRIP HELP.UBER.COM CA	M26.41
08-25	08-24	24036295236716800269251	4121	UBER *TRIP HELP.UBER.COM CA	M34.98

STATEMENT DATE	ACCOUNT NUMBER	ACCOUNT SUMMARY
08-27-25		NEW PURCHASES AND OTHER CHARGES 2,923.04
CUSTOMER SERVICE CALL Toll Free 1-800-448-8812		NEW CASH ADVANCES .00
		CREDITS .00
		STATEMENT TOTAL 2,923.04
		TOTAL IN DISPUTE .00
		CREDIT LIMIT 5,000.00



HANCOCK WHITNEY

HANCOCK WHITNEY BANK
PO BOX 61750
NEW ORLEANS LA 70161-1750

9/2/25

MEMO STATEMENT

Account Number

Statement Date

08-27-25

Issued by Hancock Whitney Bank



ANNA MCCOY
CAPITAL AREA CAA
309 OFFICE PLAZA DR
TALLAHASSEE FL 32301-2729

***N0012383

STATEMENT MESSAGES

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TRANSACTION DETAIL

Post Date	Trans Date	Reference Number	MCC	Transaction Description	Amount
08-07	08-06	24445005219001033843928	5331	DOLLAR TREE TALLAHASSEE FL	M118.50 ✓

STATEMENT DATE	ACCOUNT NUMBER	ACCOUNT SUMMARY
08-27-25		NEW PURCHASES AND OTHER CHARGES 118.50
CUSTOMER SERVICE CALL Toll Free 1-800-448-8812		NEW CASH ADVANCES .00
		CREDITS .00
		STATEMENT TOTAL 118.50
		TOTAL IN DISPUTE .00
		CREDIT LIMIT 5,000.00



HANCOCK WHITNEY

HANCOCK WHITNEY BANK
PO BOX 61750
NEW ORLEANS LA 70161-1750

MEMO STATEMENT

Account Number

Statement Date

08-27-25

Issued by Hancock Whitney Bank

FATIMA OLEABHIELE
CAPITAL AREA CAA
309 OFFICE PLAZA DR
TALLAHASSEE FL 32301-2729

** 0000001

STATEMENT MESSAGES

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TRANSACTION DETAIL

Post Date	Trans Date	Reference Number	MCC	Transaction Description	Amount
08-21	08-20	24445005233400238101425	5411	WM SUPERCENTER #4620 TALLAHASSEE FL	M77.82

STATEMENT DATE	ACCOUNT NUMBER	ACCOUNT SUMMARY
08-27-25		
CUSTOMER SERVICE CALL Toll Free 1-800-448-8812		NEW PURCHASES AND OTHER CHARGES 77.82
		NEW CASH ADVANCES .00
		CREDITS .00
		STATEMENT TOTAL 77.82
		TOTAL IN DISPUTE .00
		CREDIT LIMIT 2,000.00



HANCOCK WHITNEY

HANCOCK WHITNEY BANK
PO BOX 61750
NEW ORLEANS LA 70161-1750

MEMO STATEMENT

Account Number

Statement Date

08-27-25

Issued by Hancock Whitney Bank

NINA SINGLETON
CAPITAL AREA CAA
309 OFFICE PLAZA DR
TALLAHASSEE FL 32301-2729

** 0000001

STATEMENT MESSAGES

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TRANSACTION DETAIL

Post Date	Trans Date	Reference Number	MCC	Transaction Description	Amount
07-29	07-28	24793385209003304262024	7311	INDEED US125-03973657 800-4625842 TX	• M500.75 ✓
07-30	07-29	24492165210100039986278	5734	OPENAI *CHATGPT SUBSCR OPENAI.COM CA	• M60.00 ✓
08-04	08-02	24793385214000209364023	7311	INDEED US125-04229196 800-4625842 TX	• M446.05 ✓
08-06	08-05	24015145218093612379171	5542	GATE #1194 TALLAHASSEE FL	• M19.31 ✓
08-06	08-05	24793385217000709333020	7311	INDEED US125-04368148 800-4625842 TX	• M500.47 ✓
08-08	08-07	24692165219102734644615	8299	IN *FLORIDA HEALTH SCIENC 850-5591678 FL	• M2,775.00 ✓
08-11	08-09	24793385221000612421023	7311	INDEED US125-04407836 800-4625842 TX	• M500.18 ✓
08-13	08-12	24015145225095337379924	5542	GATE #1194 TALLAHASSEE FL	• M20.89 ✓
08-14	08-13	24793385225000208959028	7311	INDEED US125-04452398 800-4625842 TX	• M500.08 ✓
08-15	08-14	24445005227400248385149	5411	WM SUPERCENTER #1077 TALLAHASSEE FL	• M58.93 ✓
08-18	08-15	24226385228013137114700	5300	SAMSClub #8120 TALLAHASSEE FL	• M212.83 ✓
08-20	08-19	24793385231001011383028	7311	INDEED US125-04533861 800-4625842 TX	• M535.80 ✓
08-26	08-25	24137465237200270181243	9402	USPS PO BOXES ONLINE 800-344-7779 DC	• M106.00 ✓
08-27	08-27		0000	ANNUAL FEE	• M35.00 ✓
08-27	08-26	24793385238000712710029	7311	INDEED US125-04621840 800-4625842 TX	• M500.11 ✓

STATEMENT DATE	ACCOUNT NUMBER	ACCOUNT SUMMARY
08-27-25		
CUSTOMER SERVICE CALL Toll Free 1-800-448-8812		NEW PURCHASES AND OTHER CHARGES 6,771.40
		NEW CASH ADVANCES .00
		CREDITS .00
		STATEMENT TOTAL 6,771.40
		TOTAL IN DISPUTE .00
		CREDIT LIMIT 10,000.00



HANCOCK WHITNEY

HANCOCK WHITNEY BANK
PO BOX 61750
NEW ORLEANS LA 70161-1750

MEMO STATEMENT

Account Number

Statement Date

08-27-25

Issued by Hancock Whitney Bank

VENITA TREADWELL
CAPITAL AREA CAA
309 OFFICE PLAZA DR
TALLAHASSEE FL 32301-2729

** 0000001

STATEMENT MESSAGES

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TRANSACTION DETAIL

Post Date	Trans Date	Reference Number	MCC	Transaction Description	Amount
08-05	08-04	24055235217431704090135	9399	NIC*-DCF CHILD CARE EGOV.COM FL	M25.25 ✓
08-05	08-04	24055235217431704090101	9399	NIC*-DCF CHILD CARE EGOV.COM FL	M48.48 ✓
08-14	08-13	24055235226442104083777	9399	NIC*-DCF CHILD CARE EGOV.COM FL	M98.98 ✓
08-15	08-14	24055235227443626845585	9399	NIC*-AHCA AGENCY FOR HEAL EGOV.COM FL	M12.39 ✓
08-19	08-18	24036385230071006095539	8398	FLAAYC 850-251-3934 FL	M33.00 ✓
08-22	08-21	24055235234451723721477	9399	NIC*-AHCA AGENCY FOR HEAL EGOV.COM FL	M12.39 ✓

STATEMENT DATE	ACCOUNT NUMBER	ACCOUNT SUMMARY
08-27-25		
CUSTOMER SERVICE CALL		NEW PURCHASES AND OTHER CHARGES 230.49
Toll Free 1-800-448-8812		NEW CASH ADVANCES .00
		CREDITS .00
		STATEMENT TOTAL 230.49
		TOTAL IN DISPUTE .00
		CREDIT LIMIT 4,000.00

SEP 08 2025

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Credit Card**CAPITAL AREA COMM ACTION
Account Number [REDACTED]Visit us at www.lowes.com/credit
Customer Service: 1-800-444-1408**Summary of Account Activity**

Previous Balance	\$38.89
Payments	\$38.89
Other Credits	\$0.00
+ Purchases/Debits	\$638.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
New Balance	\$638.00
Credit Limit	\$11,000.00
Available Credit	\$10,362.00
Statement Closing Date	09/02/2025
Days in Billing Cycle	31

Payment Information

New Balance	\$638.00
Total Minimum Payment Due	\$29.00
Payment Due Date	09/28/2025

Promotion Expiration Notification

NOTE: YOU HAVE A PROMOTIONAL PURCHASE EXPIRING. SEE PROMOTIONAL PURCHASE SUMMARY FOR DETAILS.

Promotional Purchase Summary

The applicable terms of your promotional purchase(s) are below. NO INTEREST promotions are not assessed interest charges during the promotional period. For each promotional purchase, standard account terms will apply to any remaining balance after the Expiration Date. To make more than one payment, you can pay online at the online address stated above or you can mail in your payment to the address on the remit stub. This address is also available from our automated customer service system.

Purchase Date	Purchase Amount	Promotion Type	Accrued INTEREST CHARGES	Billed INTEREST CHARGES	Payoff Amount	Expiration Date
07/10/2025	\$38.89	No Interest With Payment	\$0.00	\$0.00	\$0.00	Paid Off
08/21/2025	\$208.62	No Interest With Payment	\$0.00	\$0.00	\$208.62	11/02/2025
08/21/2025	\$429.38	No Interest With Payment	\$0.00	\$0.00	\$429.38	11/02/2025

Transaction Summary

Tran Date	Post Date	Reference Number/ Invoice Number	Description of Transaction or Credit	Amount
08/20	08/20		PAYMENT - THANK YOU	(\$38.89)
08/21	08/21	93433	STORE 0417 TALLAHASSEE FL	\$208.62
08/21	08/21	93487	STORE 0417 TALLAHASSEE FL	\$429.38

Interest Charge CalculationYour **Annual Percentage Rate (APR)** is the annual interest rate on your account.

Type of Balance	Expiration Date	Annual Percentage Rate	Balance Subject To Interest Rate	Interest Charge	Balance Method
Regular Purchases	NA	24.99%	\$0.00	\$0.00	2D
No Interest With Payment	Paid Off	0.00%	\$0.00	\$0.00	2D
No Interest With Payment	11/02/2025	0.00%	\$0.00	\$0.00	2D
No Interest With Payment	11/02/2025	0.00%	\$0.00	\$0.00	2D

ACCOUNT # [REDACTED]		CAPITAL AREA COMM ACTION		182023	
INVOICE # : 93433		LOWE'S BUSINESS ACCOUNT		P.O. # : no	
TRANSACTION # : 0		DATE OF SALE : 250821		STORE # : 417	
		AUTHORIZATION : 001100		REGISTER # :	

<u>S.K.U</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>PRICE</u>	<u>EXT. PRICE</u>
000000000155670	PROMOTIONAL DISCOUNT APPL	1.000	EA	\$0.00	\$0.00
000000005656620	GE LFL 40W T12A4FT 4.1(-5	1.000	EA	\$68.38	\$68.38
000000000555983	BA 1-LB FIRE ANT KILLER D	3.000	EA	\$11.38	\$34.14
000000005198905	SPEC WASP/HORNET 18.5 TP(	5.000	EA	\$5.68	\$28.40
000000000099584	ORTHO ORTHENE FIRE ANT KL	2.000	EA	\$11.38	\$22.76
000000001217523	13-GAL 130-CT KTCHN FLX (	1.000	EA	\$16.61	\$16.61
000000000556024	RAID 20-OZ AR LEMON AERO(	2.000	EA	\$6.63	\$13.26
000000005198904	SPEC 18.5OZ WASP/HORNET (	2.000	EA	\$4.26	\$8.52
000000000203386	SPEC 3.5-LB FIRE ANT MOUN	2.000	EA	\$3.78	\$7.56
000000000217181	10.1-OZ ALEX FAST DRY WHI	1.000	EA	\$4.73	\$4.73
000000000013617	GREAT STUFF 12-FL OZ GAP/	1.000	EA	\$4.26	\$4.26
SUB \$208.62		TAX \$0.00		TOTAL INVOICE \$208.62	
				CREDITS TOTAL \$0.00	
				BALANCE DUE \$208.62	

ACCOUNT # [REDACTED]		CAPITAL AREA COMM ACTION		182023	
INVOICE # : 93487		LOWE'S BUSINESS ACCOUNT		P.O. # : nopo	
TRANSACTION # : 0		DATE OF SALE : 250821		STORE # : 417	
		AUTHORIZATION : 001321		REGISTER # :	

<u>S.K.U</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>PRICE</u>	<u>EXT. PRICE</u>
000000000155670	PROMOTIONAL DISCOUNT APPL	1.000	EA	\$0.00	\$0.00
000000005759195	GS 37.5 CU FT Blue Nugget	1.000	EA	\$429.38	\$429.38
SUB \$429.38		TAX \$0.00		TOTAL INVOICE \$429.38	
				CREDITS TOTAL \$0.00	
				BALANCE DUE \$429.38	