

**Petaluma Community Access, Inc.**  
**Profit & Loss Budget Performance**  
March 2019

	<u>Mar 19</u>	<u>Budget</u>	<u>Jul '18 - Mar 19</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
590 · Sales Income	0.00		25.00	48.12	48.12
510 · Community Access Fees	52,467.18	20,333.34	176,422.13	182,999.98	244,000.00
512 · Contributions- Unrestricted	0.00	83.34	1,032.00	749.98	1,000.00
515 · Grants	0.00		500.00	0.00	0.00
520 · Government Taping Fees	0.00	1,416.66	11,974.42	12,750.02	17,000.00
521 · Tape Dubbing	0.00	2.50	0.00	22.50	30.00
522 · You Tube Upload	0.00	1.67	0.00	14.99	20.00
525 · Production Services Income	0.00	20.84	125.00	187.48	250.00
530 · Workshop Fees	0.00	16.66	0.00	150.02	200.00
540 · Membership Dues	1,050.00	666.66	5,425.00	6,000.02	8,000.00
545 · DVD Sales	0.00	8.34	20.00	74.98	100.00
550 · Interest Income	6.39	2.09	42.99	18.73	25.00
555 · Late Fees	0.00	0.00	0.00	50.00	50.00
585 · Blank Stock Income	0.00	0.00	0.00	10.00	10.00
<b>Total Income</b>	<u>53,523.57</u>	<u>22,552.10</u>	<u>195,566.54</u>	<u>203,076.82</u>	<u>270,733.12</u>
<b>Gross Profit</b>	53,523.57	22,552.10	195,566.54	203,076.82	270,733.12
<b>Expense</b>					
150 · Suspense	0.00	0.00	-1,095.12	0.00	438.90
610 · Accounting	358.82	316.00	3,856.34	2,852.00	3,800.00
611 · Annual Audit and Tax Return	0.00	354.00	3,940.00	3,186.00	4,250.00
612 · Advertising	0.00	0.00	0.00	0.00	0.00
613 · Advertising - Employees	0.00	25.00	75.00	225.00	300.00
615 · Travel Expenses	0.00	9.00	22.20	73.00	100.00
626 · Merchant Fees	17.19	17.00	72.19	149.00	200.00
628 · Board Development	176.51	17.00	176.51	149.00	200.00
640 · Conference Expenses	750.00	29.00	1,050.00	261.00	350.00
642 · Conference Travel	0.00	12.50	0.00	112.50	150.00
645 · Computer Software-Office	0.00	54.16	598.99	487.52	650.00
646 · Maintenance-Office Equipmt.	0.00	12.50	0.00	112.50	150.00
650 · Depreciaiton Expense	0.00		0.00	24,092.00	24,092.00
655 · Donations	0.00		0.00	0.00	0.00
660 · Dues & Subscriptions	0.00	63.00	612.60	561.00	750.00
665 · Entertainment & Meals	0.00	29.00	228.46	261.00	350.00
675 · Equipment Parts & Supplies	0.00	917.00	864.60	8,249.00	11,000.00
685 · Equipment Repairs	0.00	12.50	0.00	112.50	150.00
690 · Insurance	0.00	459.00	4,886.25	4,123.00	5,500.00
692 · Insurance - Workmans Comp	0.00	175.00	1,710.00	1,575.00	2,100.00
695 · Legal	0.00	67.00	0.00	599.00	800.00
700 · Licenses & Permits	0.00	12.50	108.00	112.50	150.00
710 · Facility Maintenance	380.22	175.00	1,084.22	1,575.00	2,100.00
712 · Mileage Reimbursement	31.68	9.00	725.19	73.00	100.00
715 · Meetings	0.00	17.00	0.00	149.00	200.00
720 · Miscellaneous	39.37	0.00	39.37	0.00	0.00
725 · Office Supplies	39.72	175.00	1,027.92	1,575.00	2,100.00
728 · Operational Services	0.00	12.50	0.00	112.50	150.00

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730 · Outside Services	0.00	12.50	0.00	112.50	150.00
731 · Payroll - Office Manager	0.00		0.00	0.00	0.00
736 · Payroll - Program Director	0.00		62.70		
737 · Payroll - Membership Coord	120.00	2,448.34	13,195.25	22,034.98	29,380.00
738 · Payroll - Executive Director	4,927.50	4,244.00	40,983.75	38,196.00	50,928.00
739 · Payroll - Access Asistants	1,530.00	1,004.25	11,556.30	9,038.25	12,051.00
740 · Payroll Taxes	1,596.61	1,592.75	12,963.18	14,334.75	19,113.00
741 · Payroll - Holiday Bonuses	0.00	0.00	1,546.78	1,500.00	1,500.00
742 · Holiday Pay	0.00		456.00		
743 · Payroll Fees	286.75	37.50	1,091.75	337.50	450.00
744 · Payroll - Outreach Coord	0.00	0.00	2,709.54	0.00	0.00
746 · Payroll - Operations Manager	3,035.25	2,511.16	26,147.25	22,600.52	30,134.00
747 · Accrued Vacation/Sick Pay	0.00		0.00	-430.95	-430.95
748 · Payroll - Radio Manager	2,673.00	2,841.59	25,454.58	25,574.23	34,099.00
749 · Payroll - Access Coordinator	0.00	1,882.34	11,817.16	16,940.98	22,588.00
750 · Postage	0.00	29.00	120.39	261.00	350.00
751 · Post Box Rental	0.00	10.00	120.00	82.00	112.00
755 · PCA Printing	0.00	100.00	0.00	900.00	1,200.00
756 · Payroll - Access Supervisor	2,002.50		5,031.00		
757 · Payroll-Membership Supervisor	1,855.00		4,890.00		
765 · Promotion	79.00	62.50	443.91	562.50	750.00
775 · Rent	2,420.00	2,396.00	21,570.00	21,572.00	28,760.00
780 · Refunds	0.00	3.00	0.00	26.00	35.00
790 · Satellite Expenses	0.00	46.00	417.77	422.00	560.00
800 · Security	357.96	100.00	1,632.65	900.00	1,200.00
804 · Staff Development	0.00	17.00	91.91	149.00	200.00
805 · Storage	90.00	60.00	570.00	540.00	720.00
830 · Taxes	0.00	4.00	173.30	36.00	50.00
836 · Cable, Internet, Telephone	230.57	209.00	1,779.34	1,873.00	2,500.00
837 · Cell Phone	0.00	50.00	253.55	450.00	600.00
838 · Internet-City	0.00	150.00	1,358.68	1,350.00	1,800.00
880 · Utilities	0.00	292.00	3,145.91	2,624.00	3,500.00
885 · Volunteer Program	0.00	0.00	0.00	0.00	0.00
890 · Web Expenses	2,437.50	42.00	2,891.50	374.00	500.00
<b>Total Expense</b>	<u>25,435.15</u>	<u>23,114.59</u>	<u>212,456.87</u>	<u>233,137.28</u>	<u>302,929.95</u>
<b>Net Ordinary Income</b>	28,088.42	-562.49	-16,890.33	-30,060.46	-32,196.83
<b>Other Income/Expense</b>					
<b>Other Income</b>					
<b>910 · Radio Income</b>					
911 · Contributions - Unrestricted	1,120.00	166.00	1,120.00	1,502.00	2,000.00
913 · Underwriting-Radio	0.00	1,500.00	0.00	13,500.00	18,000.00
914 · Grants-Radio	0.00	834.00	0.00	7,498.00	10,000.00
915 · Workshop Fees-Radio	0.00	25.00	0.00	225.00	300.00
916 · Production Services	0.00	29.00	0.00	261.00	350.00
918 · Event Income	0.00	541.00	0.00	4,877.00	6,500.00
919 · Event Sponsorship	0.00	291.00	0.00	2,627.00	3,500.00
<b>Total 910 · Radio Income</b>	<u>1,120.00</u>	<u>3,386.00</u>	<u>1,120.00</u>	<u>30,490.00</u>	<u>40,650.00</u>

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<b>Total Other Income</b>	1,120.00	3,386.00	1,120.00	30,490.00	40,650.00
<b>Other Expense</b>					
<b>920 · Radio Expenses</b>					
<b>921 · Operational Expenses</b>	0.00	17.00	0.00	149.00	200.00
<b>922 · Outside Services - Radio</b>	0.00	29.00	1,319.44	261.00	350.00
<b>926 · Licenses, Subscrp &amp; Memberships</b>	0.00	75.00	1,611.36	675.00	900.00
<b>927 · Equipment Parts &amp; Supplies</b>	0.00	625.00	2,073.49	5,625.00	7,500.00
<b>928 · Equipment Maintenance</b>	0.00	17.00	0.00	149.00	200.00
<b>929 · Production Supplies</b>	0.00	9.00	0.00	73.00	100.00
<b>930 · Training Materials</b>	0.00		0.00	0.00	0.00
<b>931 · Computer Software</b>	0.00	12.50	0.00	112.50	150.00
<b>936 · Remote Access</b>	40.00	35.00	466.47	315.00	420.00
<b>937 · STL</b>	124.50	109.00	1,120.50	973.00	1,300.00
<b>938 · Streaming Services</b>	0.00	204.59	1,476.00	1,841.23	2,455.00
<b>939 · Automation Services</b>	49.00	30.00	783.00	270.00	360.00
<b>952 · Advertising</b>	0.00	71.00	0.00	637.00	850.00
<b>953 · Printing</b>	124.07	59.00	404.11	523.00	700.00
<b>954 · Fundraising Services</b>	0.00		0.00	0.00	0.00
<b>955 · Event Services</b>	0.00	191.00	0.00	1,727.00	2,300.00
<b>956 · Event Supplies</b>	15.21	167.00	15.21	1,499.00	2,000.00
<b>957 · Event Rentals</b>	0.00	54.00	0.00	486.00	650.00
<b>Total 920 · Radio Expenses</b>	<u>352.78</u>	<u>1,705.09</u>	<u>9,269.58</u>	<u>15,315.73</u>	<u>20,435.00</u>
<b>Total Other Expense</b>	<u>352.78</u>	<u>1,705.09</u>	<u>9,269.58</u>	<u>15,315.73</u>	<u>20,435.00</u>
<b>Net Other Income</b>	767.22	1,680.91	-8,149.58	15,174.27	20,215.00
<b>Net Income</b>	<u><u>28,855.64</u></u>	<u><u>1,118.42</u></u>	<u><u>-25,039.91</u></u>	<u><u>-14,886.19</u></u>	<u><u>-11,981.83</u></u>