

**Petaluma Community Access, Inc.**  
**Profit & Loss Budget Performance**  
**September 2018**

	<u>Sep 18</u>	<u>Budget</u>	<u>Jul - Sep 18</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
590 · Sales Income	0.00	0.00	0.00	25.00	48.12
510 · Community Access Fees	58,873.18	20,333.33	58,873.18	60,999.99	244,000.00
512 · Contributions- Unrestricted	200.00	83.33	300.00	249.99	1,000.00
515 · Grants	0.00	0.00	0.00	0.00	0.00
520 · Government Taping Fees	0.00	1,416.67	5,163.46	4,250.01	17,000.00
521 · Tape Dubbing	0.00	2.50	0.00	7.50	30.00
522 · You Tube Upload	0.00	1.66	0.00	4.98	20.00
525 · Production Services Income	0.00	20.83	0.00	62.49	250.00
530 · Workshop Fees	0.00	16.67	0.00	50.01	200.00
540 · Membership Dues	825.00	666.67	1,675.00	2,000.01	8,000.00
545 · DVD Sales	0.00	8.33	10.00	24.99	100.00
550 · Interest Income	7.53	2.08	10.72	6.24	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>59,905.71</u>	<u>22,552.07</u>	<u>66,032.36</u>	<u>67,741.21</u>	<u>270,733.12</u>
<b>Gross Profit</b>	59,905.71	22,552.07	66,032.36	67,741.21	270,733.12
<b>Expense</b>					
150 · Suspense	0.00		0.00		438.90
610 · Accounting	384.00	317.00	1,415.55	951.00	3,800.00
611 · Annual Audit and Tax Return	0.00	354.00	0.00	1,062.00	4,250.00
612 · Advertising	0.00	0.00	0.00	0.00	0.00
613 · Advertising - Employees	0.00	25.00	0.00	75.00	300.00
615 · Travel Expenses	0.00	8.00	8.00	24.00	100.00
626 · Merchant Fees	13.75	16.00	25.43	48.00	200.00
628 · Board Development	0.00	16.00	0.00	48.00	200.00
640 · Conference Expenses	0.00	29.00	300.00	87.00	350.00
642 · Conference Travel	0.00	12.50	0.00	37.50	150.00
645 · Computer Software-Office	0.00	54.17	0.00	162.51	650.00
646 · Maintenance-Office Equip.	0.00	12.50	0.00	37.50	150.00
650 · Depreciaton Expense	0.00	0.00	0.00	0.00	24,092.00
655 · Donations	0.00	0.00	0.00	0.00	0.00
660 · Dues & Subscriptions	443.60	62.00	443.60	186.00	750.00
665 · Entertainment & Meals	0.00	29.00	110.37	87.00	350.00
675 · Equipment Parts & Supplies	0.00	916.00	315.66	2,748.00	11,000.00
685 · Equipment Repairs	0.00	12.50	0.00	37.50	150.00
690 · Insurance	4,482.25	458.00	4,482.25	1,374.00	5,500.00
692 · Insurance - Workmans Comp	0.00	175.00	0.00	525.00	2,100.00
695 · Legal	0.00	66.00	0.00	198.00	800.00
700 · Licenses & Permits	0.00	12.50	0.00	37.50	150.00
710 · Facility Maintenance	88.00	175.00	264.00	525.00	2,100.00
712 · Mileage Reimbursement	20.93	8.00	329.45	24.00	100.00
715 · Meetings	0.00	16.00	0.00	48.00	200.00
720 · Miscellaneous	0.00		0.00		0.00
725 · Office Supplies	339.43	175.00	584.45	525.00	2,100.00
728 · Operational Services	0.00	12.50	0.00	37.50	150.00

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730 · Outside Services	0.00	12.50	0.00	37.50	150.00
731 · Payroll - Office Manager	0.00	0.00	0.00	0.00	0.00
737 · Payroll - Membership Coord	995.00	2,448.33	6,110.25	7,344.99	29,380.00
738 · Payroll - Executive Director	2,177.50	4,244.00	13,422.50	12,732.00	50,928.00
739 · Payroll - Access Asistants	772.50	1,004.25	4,237.50	3,012.75	12,051.00
740 · Payroll Taxes	573.77	1,592.75	3,903.56	4,778.25	19,113.00
741 · Payroll - Holiday Bonuses	0.00	0.00	0.00	0.00	1,500.00
743 · Payroll Fees	33.25	37.50	101.50	112.50	450.00
744 · Payroll - Outreach Coord	0.00	0.00	2,709.54	0.00	0.00
746 · Payroll - Operations Manager	1,140.00	2,511.17	7,304.00	7,533.51	30,134.00
747 · Accrued Vacation/Sick Pay	0.00	0.00	0.00	0.00	-430.95
748 · Payroll - Radio Manager	1,333.00	2,841.58	8,452.63	8,524.74	34,099.00
749 · Payroll - Access Coordinator	507.38	1,882.33	4,141.52	5,646.99	22,588.00
750 · Postage	100.00	29.00	102.00	87.00	350.00
751 · Post Box Rental	0.00	9.00	0.00	27.00	112.00
755 · PCA Printing	0.00	100.00	0.00	300.00	1,200.00
765 · Promotion	0.00	62.50	0.00	187.50	750.00
775 · Rent	2,350.00	2,397.00	7,050.00	7,191.00	28,760.00
780 · Refunds	0.00	3.00	0.00	8.00	35.00
790 · Satellite Expenses	45.75	47.00	137.25	141.00	560.00
800 · Security	0.00	100.00	295.53	300.00	1,200.00
804 · Staff Development	0.00	16.00	91.91	48.00	200.00
805 · Storage	60.00	60.00	180.00	180.00	720.00
830 · Taxes	173.30	4.00	173.30	12.00	50.00
836 · Cable, Internet, Telephone	191.95	208.00	586.30	624.00	2,500.00
837 · Cell Phone	35.06	50.00	70.88	150.00	600.00
838 · Internet-City	165.36	150.00	506.08	450.00	1,800.00
880 · Utilities	411.99	291.00	1,332.03	873.00	3,500.00
885 · Volunteer Program	0.00	0.00	0.00	0.00	0.00
890 · Web Expenses	0.00	41.00	255.00	123.00	500.00
<b>Total Expense</b>	<b>16,837.77</b>	<b>23,103.58</b>	<b>69,442.04</b>	<b>69,309.74</b>	<b>302,929.95</b>
<b>Net Ordinary Income</b>	<b>43,067.94</b>	<b>-551.51</b>	<b>-3,409.68</b>	<b>-1,568.53</b>	<b>-32,196.83</b>
<b>Other Income/Expense</b>					
<b>Other Income</b>					
<b>910 · Radio Income</b>					
911 · Contributions - Unrestricted	0.00	167.00	0.00	501.00	2,000.00
913 · Underwriting-Radio	0.00	1,500.00	0.00	4,500.00	18,000.00
914 · Grants-Radio	0.00	833.00	0.00	2,499.00	10,000.00
915 · Workshop Fees-Radio	0.00	25.00	0.00	75.00	300.00
916 · Production Services	0.00	29.00	0.00	87.00	350.00
918 · Event Income	0.00	542.00	0.00	1,626.00	6,500.00
919 · Event Sponsorship	0.00	292.00	0.00	876.00	3,500.00
<b>Total 910 · Radio Income</b>	<b>0.00</b>	<b>3,388.00</b>	<b>0.00</b>	<b>10,164.00</b>	<b>40,650.00</b>
<b>Total Other Income</b>	<b>0.00</b>	<b>3,388.00</b>	<b>0.00</b>	<b>10,164.00</b>	<b>40,650.00</b>
<b>Other Expense</b>					
<b>920 · Radio Expenses</b>					
936 · Remote Access	40.00	35.00	120.00	105.00	420.00

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938 · Streaming Services	184.50	204.58	553.50	613.74	2,455.00
937 · STL	124.50	108.00	373.50	324.00	1,300.00
921 · Operational Expenses	0.00	16.00	0.00	48.00	200.00
922 · Outside Services - Radio	0.00	29.00	0.00	87.00	350.00
926 · Licenses, Subscrp & Memberships	0.00	75.00	0.00	225.00	900.00
927 · Equipment Parts & Supplies	0.00	625.00	1,442.49	1,875.00	7,500.00
928 · Equipment Maintenance	0.00	16.00	0.00	48.00	200.00
929 · Production Supplies	0.00	8.00	0.00	24.00	100.00
930 · Training Materials	0.00	0.00	0.00	0.00	0.00
931 · Computer Software	0.00	12.50	0.00	37.50	150.00
939 · Automation Services	30.00	30.00	90.00	90.00	360.00
952 · Advertising	0.00	71.00	0.00	211.00	850.00
953 · Printing	0.00	58.00	0.00	174.00	700.00
954 · Fundraising Services	0.00	0.00	0.00	0.00	0.00
955 · Event Services	0.00	192.00	0.00	576.00	2,300.00
956 · Event Supplies	0.00	166.00	0.00	498.00	2,000.00
957 · Event Rentals	0.00	54.00	0.00	162.00	650.00
<b>Total 920 · Radio Expenses</b>	<u>379.00</u>	<u>1,700.08</u>	<u>2,579.49</u>	<u>5,098.24</u>	<u>20,435.00</u>
<b>Total Other Expense</b>	<u>379.00</u>	<u>1,700.08</u>	<u>2,579.49</u>	<u>5,098.24</u>	<u>20,435.00</u>
<b>Net Other Income</b>	<u>-379.00</u>	<u>1,687.92</u>	<u>-2,579.49</u>	<u>5,065.76</u>	<u>20,215.00</u>
<b>Net Income</b>	<u><u>42,688.94</u></u>	<u><u>1,136.41</u></u>	<u><u>-5,989.17</u></u>	<u><u>3,497.23</u></u>	<u><u>-11,981.83</u></u>