

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

	<u>Nov 18</u>	<u>Budget</u>	<u>Jul - Nov 18</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
510 · Community Access Fees	58,426.97	20,333.33	117,300.15	101,666.65	244,000.00
512 · Contributions- Unrestricted	0.00	83.33	300.00	416.65	1,000.00
515 · Grants	0.00	0.00	0.00	0.00	0.00
520 · Government Taping Fees	1,965.90	1,416.67	8,193.92	7,083.35	17,000.00
521 · Tape Dubbing	0.00	2.50	0.00	12.50	30.00
522 · You Tube Upload	0.00	1.67	0.00	8.31	20.00
525 · Production Services Income	0.00	20.83	0.00	104.15	250.00
530 · Workshop Fees	0.00	16.67	0.00	83.35	200.00
540 · Membership Dues	725.00	666.67	2,725.00	3,333.35	8,000.00
545 · DVD Sales	10.00	8.33	20.00	41.65	100.00
550 · Interest Income	5.15	2.08	20.51	10.40	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
590 · Sales Income	25.00	0.00	25.00	48.12	48.12
<b>Total Income</b>	<u>61,158.02</u>	<u>22,552.08</u>	<u>128,584.58</u>	<u>112,868.48</u>	<u>270,733.12</u>
<b>Gross Profit</b>	61,158.02	22,552.08	128,584.58	112,868.48	270,733.12
<b>Expense</b>					
150 · Suspense	0.00		0.00		438.90
610 · Accounting	0.00	317.00	1,785.95	1,585.00	3,800.00
611 · Annual Audit and Tax Return	0.00	354.00	2,140.00	1,770.00	4,250.00
612 · Advertising	0.00	0.00	0.00	0.00	0.00
613 · Advertising - Employees	0.00	25.00	150.00	125.00	300.00
615 · Travel Expenses	0.00	8.00	17.20	40.00	100.00
626 · Merchant Fees	7.57	17.00	34.38	81.00	200.00
628 · Board Development	0.00	17.00	0.00	81.00	200.00
640 · Conference Expenses	0.00	29.00	300.00	145.00	350.00
642 · Conference Travel	0.00	12.50	0.00	62.50	150.00
645 · Computer Software-Office	0.00	54.17	0.00	270.85	650.00
646 · Maintenance-Office Equipt.	0.00	12.50	0.00	62.50	150.00
650 · Depreciaiton Expense	0.00	24,092.00	0.00	24,092.00	24,092.00
655 · Donations	0.00	0.00	0.00	0.00	0.00
660 · Dues & Subscriptions	0.00	62.00	443.60	310.00	750.00
665 · Entertainment & Meals	0.00	29.00	110.37	145.00	350.00
675 · Equipment Parts & Supplies	365.25	917.00	818.03	4,581.00	11,000.00
685 · Equipment Repairs	0.00	12.50	0.00	62.50	150.00
690 · Insurance	0.00	458.00	4,886.25	2,290.00	5,500.00
692 · Insurance - Workmans Comp	0.00	175.00	0.00	875.00	2,100.00
695 · Legal	0.00	67.00	0.00	331.00	800.00
700 · Licenses & Permits	0.00	12.50	0.00	62.50	150.00
710 · Facility Maintenance	88.00	175.00	440.00	875.00	2,100.00
712 · Mileage Reimbursement	78.81	8.00	518.47	40.00	100.00
715 · Meetings	0.00	17.00	0.00	81.00	200.00
720 · Miscellaneous	0.00		0.00		0.00
725 · Office Supplies	118.43	175.00	684.99	875.00	2,100.00
728 · Operational Services	0.00	12.50	0.00	62.50	150.00
730 · Outside Services	0.00	12.50	1,269.44	62.50	150.00
731 · Payroll - Office Manager	0.00	0.00	0.00	0.00	0.00
736 · Payroll - Program Director	0.00		62.70		
737 · Payroll - Membership Coord	2,235.00	2,448.33	10,310.25	12,241.65	29,380.00
738 · Payroll - Executive Director	4,355.00	4,244.00	22,132.50	21,220.00	50,928.00

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739 · Payroll - Access Asistants	978.75	1,004.25	6,928.80	5,021.25	12,051.00
740 · Payroll Taxes	1,288.88	1,592.75	6,454.61	7,963.75	19,113.00
741 · Payroll - Holiday Bonuses	0.00	0.00	0.00	0.00	1,500.00
743 · Payroll Fees	35.00	37.50	173.25	187.50	450.00
744 · Payroll - Outreach Coord	0.00	0.00	2,709.54	0.00	0.00
746 · Payroll - Operations Manager	3,462.75	2,511.17	13,517.00	12,555.85	30,134.00
747 · Accrued Vacation/Sick Pay	0.00	-430.95	0.00	-430.95	-430.95
748 · Payroll - Radio Manager	3,129.50	2,841.58	14,344.58	14,207.90	34,099.00
749 · Payroll - Access Coordinator	2,136.76	1,882.33	8,171.66	9,411.65	22,588.00
750 · Postage	0.00	29.00	102.00	145.00	350.00
751 · Post Box Rental	0.00	9.00	120.00	45.00	112.00
755 · PCA Printing	0.00	100.00	0.00	500.00	1,200.00
765 · Promotion	0.00	62.50	364.91	312.50	750.00
775 · Rent	2,420.00	2,397.00	11,890.00	11,985.00	28,760.00
780 · Refunds	0.00	3.00	0.00	14.00	35.00
790 · Satellite Expenses	45.75	47.00	228.75	235.00	560.00
800 · Security	545.53	100.00	841.06	500.00	1,200.00
804 · Staff Development	0.00	17.00	91.91	81.00	200.00
805 · Storage	60.00	60.00	300.00	300.00	720.00
830 · Taxes	0.00	4.00	173.30	20.00	50.00
836 · Cable, Internet, Telephone	133.58	208.00	912.71	1,040.00	2,500.00
837 · Cell Phone	36.66	50.00	143.94	250.00	600.00
838 · Internet-City	168.52	150.00	843.12	750.00	1,800.00
880 · Utilities	0.00	292.00	1,735.62	1,456.00	3,500.00
885 · Volunteer Program	0.00		0.00		0.00
890 · Web Expenses	0.00	42.00	653.00	206.00	500.00
<b>Total Expense</b>	<b>21,689.74</b>	<b>46,772.63</b>	<b>116,803.89</b>	<b>139,185.95</b>	<b>302,929.95</b>
<b>Net Ordinary Income</b>	<b>39,468.28</b>	<b>-24,220.55</b>	<b>11,780.69</b>	<b>-26,317.47</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	835.00	2,000.00
913 · Underwriting-Radio	0.00	1,500.00	0.00	7,500.00	18,000.00
914 · Grants-Radio	0.00	833.00	0.00	4,165.00	10,000.00
915 · Workshop Fees-Radio	0.00	25.00	0.00	125.00	300.00
916 · Production Services	0.00	29.00	0.00	145.00	350.00
918 · Event Income	0.00	542.00	0.00	2,710.00	6,500.00
919 · Event Sponsorship	0.00	292.00	0.00	1,460.00	3,500.00
<b>Total 910 · Radio Income</b>	<b>0.00</b>	<b>3,388.00</b>	<b>0.00</b>	<b>16,940.00</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>16,940.00</b>	<b>40,650.00</b>
<b>Other Expense</b>					
<b>920 · Radio Expenses</b>					
936 · Remote Access	40.00	35.00	200.00	175.00	420.00
921 · Operational Expenses	0.00	17.00	0.00	81.00	200.00
922 · Outside Services - Radio	0.00	29.00	0.00	145.00	350.00
926 · Licenses, Subscrip & Memberships	900.36	75.00	1,252.36	375.00	900.00
927 · Equipment Parts & Supplies	174.54	625.00	1,740.25	3,125.00	7,500.00
928 · Equipment Maintenance	0.00	17.00	0.00	81.00	200.00
929 · Production Supplies	0.00	8.00	0.00	40.00	100.00
930 · Training Materials	0.00	0.00	0.00	0.00	0.00
931 · Computer Software	0.00	12.50	0.00	62.50	150.00
937 · STL	124.50	108.00	622.50	540.00	1,300.00

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938 · Streaming Services	184.50	204.58	922.50	1,022.90	2,455.00
939 · Automation Services	448.00	30.00	587.00	150.00	360.00
952 · Advertising	0.00	71.00	0.00	353.00	850.00
953 · Printing	0.00	58.00	280.04	290.00	700.00
954 · Fundraising Services	0.00	0.00	0.00	0.00	0.00
955 · Event Services	0.00	192.00	0.00	960.00	2,300.00
956 · Event Supplies	0.00	167.00	0.00	831.00	2,000.00
957 · Event Rentals	0.00	54.00	0.00	270.00	650.00
<b>Total 920 · Radio Expenses</b>	<u>1,871.90</u>	<u>1,703.08</u>	<u>5,604.65</u>	<u>8,501.40</u>	<u>20,435.00</u>
<b>Total Other Expense</b>	<u>1,871.90</u>	<u>1,703.08</u>	<u>5,604.65</u>	<u>8,501.40</u>	<u>20,435.00</u>
<b>Net Other Income</b>	<u>-1,871.90</u>	<u>1,684.92</u>	<u>-5,604.65</u>	<u>8,438.60</u>	<u>20,215.00</u>
<b>Net Income</b>	<u><u>37,596.38</u></u>	<u><u>-22,535.63</u></u>	<u><u>6,176.04</u></u>	<u><u>-17,878.87</u></u>	<u><u>-11,981.83</u></u>