

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

	<u>Apr 19</u>	<u>Budget</u>	<u>Jul '18 - Apr 19</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
510 · Community Access Fees	0.00	20,333.34	176,422.13	203,333.32	244,000.00
512 · Contributions- Unrestricted	692.01	83.34	1,724.01	833.32	1,000.00
515 · Grants	0.00		1,595.12	0.00	0.00
520 · Government Taping Fees	4,686.00	1,416.66	16,660.42	14,166.68	17,000.00
521 · Tape Dubbing	0.00	2.50	0.00	25.00	30.00
522 · You Tube Upload	0.00	1.67	0.00	16.66	20.00
525 · Production Services Income	0.00	20.84	125.00	208.32	250.00
530 · Workshop Fees	0.00	16.66	0.00	166.68	200.00
540 · Membership Dues	1,000.00	666.66	6,425.00	6,666.68	8,000.00
545 · DVD Sales	0.00	8.34	20.00	83.32	100.00
550 · Interest Income	6.18	2.09	49.17	20.82	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	0.00		25.00	48.12	48.12
<b>Total Income</b>	<u>6,384.19</u>	<u>22,552.10</u>	<u>203,045.85</u>	<u>225,628.92</u>	<u>270,733.12</u>
<b>Gross Profit</b>	6,384.19	22,552.10	203,045.85	225,628.92	270,733.12
<b>Expense</b>					
150 · Suspense	0.00	0.00	386.43	0.00	438.90
610 · Accounting	919.82	316.00	4,776.16	3,168.00	3,800.00
611 · Annual Audit and Tax Return	0.00	354.00	3,940.00	3,540.00	4,250.00
612 · Advertising	31.39	0.00	31.39	0.00	0.00
613 · Advertising - Employees	0.00	25.00	75.00	250.00	300.00
615 · Travel Expenses	0.00	9.00	22.20	82.00	100.00
626 · Merchant Fees	9.62	17.00	81.81	166.00	200.00
628 · Board Development	0.00	17.00	176.51	166.00	200.00
640 · Conference Expenses	0.00	29.00	1,050.00	290.00	350.00
642 · Conference Travel	0.00	12.50	0.00	125.00	150.00
645 · Computer Software-Office	0.00	54.16	598.99	541.68	650.00
646 · Maintenance-Office Equipt.	0.00	12.50	0.00	125.00	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	624.00	750.00
665 · Entertainment & Meals	0.00	29.00	228.46	290.00	350.00
675 · Equipment Parts & Supplies	75.10	917.00	939.70	9,166.00	11,000.00
685 · Equipment Repairs	0.00	12.50	0.00	125.00	150.00
690 · Insurance	0.00	459.00	4,886.25	4,582.00	5,500.00
692 · Insurance - Workmans Comp	309.00	175.00	2,019.00	1,750.00	2,100.00
695 · Legal	120.00	67.00	120.00	666.00	800.00
700 · Licenses & Permits	0.00	12.50	108.00	125.00	150.00
710 · Facility Maintenance	265.04	175.00	1,349.26	1,750.00	2,100.00
712 · Mileage Reimbursement	33.41	9.00	758.60	82.00	100.00
715 · Meetings	0.00	17.00	0.00	166.00	200.00
720 · Miscellaneous	75.63	0.00	115.00	0.00	0.00
725 · Office Supplies	193.62	175.00	1,221.54	1,750.00	2,100.00
728 · Operational Services	0.00	12.50	0.00	125.00	150.00

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730 · Outside Services	0.00	12.50	0.00	125.00	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	0.00	2,448.34	13,195.25	24,483.32	29,380.00
738 · Payroll - Executive Director	4,353.08	4,244.00	45,336.83	42,440.00	50,928.00
739 · Payroll - Access Asistants	1,562.14	1,004.25	13,118.44	10,042.50	12,051.00
740 · Payroll Taxes	1,356.73	1,592.75	14,319.91	15,927.50	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	300.50	37.50	1,392.25	375.00	450.00
744 · Payroll - Outreach Coord	0.00	0.00	2,709.54	0.00	0.00
746 · Payroll - Operations Manager	3,161.13	2,511.16	29,308.38	25,111.68	30,134.00
747 · Accrued Vacation/Sick Pay	0.00		0.00	-430.95	-430.95
748 · Payroll - Radio Manager	2,887.50	2,841.59	28,342.08	28,415.82	34,099.00
749 · Payroll - Access Coordinator	0.00	1,882.34	11,817.16	18,823.32	22,588.00
750 · Postage	66.74	29.00	187.13	290.00	350.00
751 · Post Box Rental	0.00	10.00	120.00	92.00	112.00
755 · PCA Printing	0.00	100.00	0.00	1,000.00	1,200.00
756 · Payroll - Access Supervisor	2,475.00		7,506.00		
757 · Payroll-Membership Supervisor	2,005.00		6,895.00		
765 · Promotion	1,279.63	62.50	1,723.54	625.00	750.00
775 · Rent	2,420.00	2,396.00	23,990.00	23,968.00	28,760.00
780 · Refunds	0.00	3.00	0.00	29.00	35.00
790 · Satellite Expenses	48.76	46.00	466.53	468.00	560.00
800 · Security	0.00	100.00	1,632.65	1,000.00	1,200.00
804 · Staff Development	0.00	17.00	91.91	166.00	200.00
805 · Storage	90.00	60.00	660.00	600.00	720.00
830 · Taxes	0.00	4.00	173.30	40.00	50.00
836 · Cable, Internet, Telephone	369.73	209.00	2,207.98	2,082.00	2,500.00
837 · Cell Phone	0.00	50.00	253.55	500.00	600.00
838 · Internet-City	178.52	150.00	1,705.72	1,500.00	1,800.00
880 · Utilities	355.90	292.00	3,843.92	2,916.00	3,500.00
885 · Volunteer Program	0.00	0.00	0.00	0.00	0.00
890 · Web Expenses	2,477.84	42.00	5,369.34	416.00	500.00
<b>Total Expense</b>	<u>27,420.83</u>	<u>23,114.59</u>	<u>241,928.79</u>	<u>256,251.87</u>	<u>302,929.95</u>
<b>Net Ordinary Income</b>	-21,036.64	-562.49	-38,882.94	-30,622.95	-32,196.83
<b>Other Income/Expense</b>					
<b>Other Income</b>					
<b>910 · Radio Income</b>					
911 · Contributions - Unrestricted	0.00	166.00	1,120.00	1,668.00	2,000.00
913 · Underwriting-Radio	0.00	1,500.00	0.00	15,000.00	18,000.00
914 · Grants-Radio	0.00	834.00	0.00	8,332.00	10,000.00
915 · Workshop Fees-Radio	0.00	25.00	0.00	250.00	300.00
916 · Production Services	0.00	29.00	0.00	290.00	350.00
918 · Event Income	0.00	541.00	0.00	5,418.00	6,500.00
919 · Event Sponsorship	0.00	291.00	0.00	2,918.00	3,500.00
<b>Total 910 · Radio Income</b>	<u>0.00</u>	<u>3,386.00</u>	<u>1,120.00</u>	<u>33,876.00</u>	<u>40,650.00</u>

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<b>Total Other Income</b>	0.00	3,386.00	1,120.00	33,876.00	40,650.00
<b>Other Expense</b>					
<b>920 · Radio Expenses</b>					
<b>921 · Operational Expenses</b>	0.00	17.00	0.00	166.00	200.00
<b>922 · Outside Services - Radio</b>	0.00	29.00	1,319.44	290.00	350.00
<b>926 · Licenses, Subscrp &amp; Memberships</b>	0.00	75.00	1,611.36	750.00	900.00
<b>927 · Equipment Parts &amp; Supplies</b>	0.00	625.00	2,073.49	6,250.00	7,500.00
<b>928 · Equipment Maintenance</b>	0.00	17.00	0.00	166.00	200.00
<b>929 · Production Supplies</b>	0.00	9.00	0.00	82.00	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	125.00	150.00
<b>936 · Remote Access</b>	75.00	35.00	541.47	350.00	420.00
<b>937 · STL</b>	124.50	109.00	1,245.00	1,082.00	1,300.00
<b>938 · Streaming Services</b>	369.00	204.59	1,845.00	2,045.82	2,455.00
<b>939 · Automation Services</b>	49.00	30.00	832.00	300.00	360.00
<b>952 · Advertising</b>	0.00	71.00	0.00	708.00	850.00
<b>953 · Printing</b>	0.00	59.00	404.11	582.00	700.00
<b>954 · Fundraising Services</b>	0.00		0.00	0.00	0.00
<b>955 · Event Services</b>	20.00	191.00	20.00	1,918.00	2,300.00
<b>956 · Event Supplies</b>	0.00	167.00	15.21	1,666.00	2,000.00
<b>957 · Event Rentals</b>	0.00	54.00	0.00	540.00	650.00
<b>Total 920 · Radio Expenses</b>	<u>637.50</u>	<u>1,705.09</u>	<u>9,907.08</u>	<u>17,020.82</u>	<u>20,435.00</u>
<b>Total Other Expense</b>	<u>637.50</u>	<u>1,705.09</u>	<u>9,907.08</u>	<u>17,020.82</u>	<u>20,435.00</u>
<b>Net Other Income</b>	<u>-637.50</u>	<u>1,680.91</u>	<u>-8,787.08</u>	<u>16,855.18</u>	<u>20,215.00</u>
<b>Net Income</b>	<u><b>-21,674.14</b></u>	<u><b>1,118.42</b></u>	<u><b>-47,670.02</b></u>	<u><b>-13,767.77</b></u>	<u><b>-11,981.83</b></u>