

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

	<u>Jan 19</u>	<u>Budget</u>	<u>Jul '18 - Jan 19</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
510 · Community Access Fees	0.00	20,333.33	117,300.15	142,333.31	244,000.00
512 · Contributions- Unrestricted	607.00	83.33	907.00	583.31	1,000.00
515 · Grants	0.00		0.00	0.00	0.00
520 · Government Taping Fees	2,528.00	1,416.67	10,721.92	9,916.69	17,000.00
521 · Tape Dubbing	0.00	2.50	0.00	17.50	30.00
522 · You Tube Upload	0.00	1.67	0.00	11.65	20.00
525 · Production Services Income	0.00	20.83	125.00	145.81	250.00
530 · Workshop Fees	0.00	16.67	0.00	116.69	200.00
540 · Membership Dues	425.00	666.67	4,100.00	4,666.69	8,000.00
545 · DVD Sales	0.00	8.33	20.00	58.31	100.00
550 · Interest Income	5.36	2.08	31.19	14.56	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
Total Income	<u>3,565.36</u>	<u>22,552.08</u>	<u>133,230.26</u>	<u>157,972.64</u>	<u>270,733.12</u>
Gross Profit	3,565.36	22,552.08	133,230.26	157,972.64	270,733.12
Expense					
150 · Suspense	0.00	0.00	0.00	0.00	438.90
610 · Accounting	0.00	317.00	2,357.35	2,219.00	3,800.00
611 · Annual Audit and Tax Return	0.00	354.00	3,940.00	2,478.00	4,250.00
612 · Advertising	0.00	0.00	0.00	0.00	0.00
613 · Advertising - Employees	0.00	25.00	75.00	175.00	300.00
615 · Travel Expenses	0.00	8.00	17.20	56.00	100.00
626 · Merchant Fees	9.62	17.00	52.25	115.00	200.00
628 · Board Development	0.00	17.00	0.00	115.00	200.00
640 · Conference Expenses	0.00	29.00	300.00	203.00	350.00
642 · Conference Travel	0.00	12.50	0.00	87.50	150.00
645 · Computer Software-Office	0.00	54.17	349.00	379.19	650.00
646 · Maintenance-Office Equipt.	0.00	12.50	0.00	87.50	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	169.00	63.00	612.60	435.00	750.00
665 · Entertainment & Meals	118.09	29.00	228.46	203.00	350.00
675 · Equipment Parts & Supplies	23.98	917.00	842.01	6,415.00	11,000.00
685 · Equipment Repairs	0.00	12.50	0.00	87.50	150.00
690 · Insurance	0.00	458.00	4,886.25	3,206.00	5,500.00
692 · Insurance - Workmans Comp	1,710.00	175.00	1,710.00	1,225.00	2,100.00
695 · Legal	0.00	67.00	0.00	465.00	800.00
700 · Licenses & Permits	75.00	12.50	108.00	87.50	150.00
710 · Facility Maintenance	88.00	175.00	616.00	1,225.00	2,100.00
712 · Mileage Reimbursement	64.40	8.00	630.28	56.00	100.00
715 · Meetings	0.00	17.00	0.00	115.00	200.00
720 · Miscellaneous	0.00	0.00	0.00	0.00	0.00
725 · Office Supplies	241.17	175.00	948.95	1,225.00	2,100.00
728 · Operational Services	0.00	12.50	0.00	87.50	150.00

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730 · Outside Services	0.00	12.50	0.00	87.50	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	705.00	2,448.33	12,955.25	17,138.31	29,380.00
738 · Payroll - Executive Director	4,641.25	4,244.00	31,128.75	29,708.00	50,928.00
739 · Payroll - Access Asistants	948.75	1,004.25	8,578.80	7,029.75	12,051.00
740 · Payroll Taxes	1,718.00	1,592.75	9,492.07	11,149.25	19,113.00
741 · Payroll - Holiday Bonuses	0.00	0.00	1,546.78	1,500.00	1,500.00
742 · Holiday Pay	228.00		228.00		
743 · Payroll Fees	48.50	37.50	253.25	262.50	450.00
744 · Payroll - Outreach Coord	0.00	0.00	2,709.54	0.00	0.00
746 · Payroll - Operations Manager	3,258.50	2,511.17	19,815.50	17,578.19	30,134.00
747 · Accrued Vacation/Sick Pay	0.00		0.00	-430.95	-430.95
748 · Payroll - Radio Manager	2,838.00	2,841.58	19,767.58	19,891.06	34,099.00
749 · Payroll - Access Coordinator	1,206.00	1,882.33	11,817.16	13,176.31	22,588.00
750 · Postage	18.39	29.00	120.39	203.00	350.00
751 · Post Box Rental	0.00	9.00	120.00	63.00	112.00
755 · PCA Printing	0.00	100.00	0.00	700.00	1,200.00
756 · Payroll - Access Supervisor	1,161.00		1,161.00		
757 · Payroll-Membership Supervisor	1,000.00		1,000.00		
765 · Promotion	0.00	62.50	364.91	437.50	750.00
775 · Rent	2,420.00	2,397.00	16,730.00	16,779.00	28,760.00
780 · Refunds	0.00	3.00	0.00	20.00	35.00
790 · Satellite Expenses	91.50	47.00	366.00	329.00	560.00
800 · Security	0.00	100.00	1,209.22	700.00	1,200.00
804 · Staff Development	0.00	17.00	91.91	115.00	200.00
805 · Storage	60.00	60.00	420.00	420.00	720.00
830 · Taxes	0.00	4.00	173.30	28.00	50.00
836 · Cable, Internet, Telephone	192.38	208.00	1,356.49	1,456.00	2,500.00
837 · Cell Phone	36.54	50.00	217.02	350.00	600.00
838 · Internet-City	168.52	150.00	1,190.16	1,050.00	1,800.00
880 · Utilities	330.56	292.00	2,805.03	2,040.00	3,500.00
885 · Volunteer Program	0.00	0.00	0.00	0.00	0.00
890 · Web Expenses	0.00	42.00	454.00	290.00	500.00
Total Expense	<u>23,570.15</u>	<u>23,112.58</u>	<u>163,808.16</u>	<u>186,910.11</u>	<u>302,929.95</u>
Net Ordinary Income	-20,004.79	-560.50	-30,577.90	-28,937.47	-32,196.83
Other Income/Expense					
Other Income					
910 · Radio Income					
911 · Contributions - Unrestricted	0.00	167.00	0.00	1,169.00	2,000.00
913 · Underwriting-Radio	0.00	1,500.00	0.00	10,500.00	18,000.00
914 · Grants-Radio	0.00	833.00	0.00	5,831.00	10,000.00
915 · Workshop Fees-Radio	0.00	25.00	0.00	175.00	300.00
916 · Production Services	0.00	29.00	0.00	203.00	350.00
918 · Event Income	0.00	542.00	0.00	3,794.00	6,500.00
919 · Event Sponsorship	0.00	292.00	0.00	2,044.00	3,500.00
Total 910 · Radio Income	<u>0.00</u>	<u>3,388.00</u>	<u>0.00</u>	<u>23,716.00</u>	<u>40,650.00</u>

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Total Other Income	0.00	3,388.00	0.00	23,716.00	40,650.00
Other Expense					
920 · Radio Expenses					
921 · Operational Expenses	0.00	17.00	0.00	115.00	200.00
922 · Outside Services - Radio	0.00	29.00	1,319.44	203.00	350.00
926 · Licenses, Subscrip & Memberships	359.00	75.00	1,611.36	525.00	900.00
927 · Equipment Parts & Supplies	83.81	625.00	2,039.23	4,375.00	7,500.00
928 · Equipment Maintenance	0.00	17.00	0.00	115.00	200.00
929 · Production Supplies	0.00	8.00	0.00	56.00	100.00
930 · Training Materials	0.00		0.00	0.00	0.00
931 · Computer Software	0.00	12.50	0.00	87.50	150.00
936 · Remote Access	75.00	35.00	421.47	245.00	420.00
937 · STL	124.50	108.00	871.50	756.00	1,300.00
938 · Streaming Services	184.50	204.58	1,291.50	1,432.06	2,455.00
939 · Automation Services	49.00	30.00	685.00	210.00	360.00
952 · Advertising	0.00	71.00	0.00	495.00	850.00
953 · Printing	0.00	58.00	280.04	406.00	700.00
954 · Fundraising Services	0.00		0.00	0.00	0.00
955 · Event Services	0.00	192.00	0.00	1,344.00	2,300.00
956 · Event Supplies	0.00	167.00	0.00	1,165.00	2,000.00
957 · Event Rentals	0.00	54.00	0.00	378.00	650.00
Total 920 · Radio Expenses	<u>875.81</u>	<u>1,703.08</u>	<u>8,519.54</u>	<u>11,907.56</u>	<u>20,435.00</u>
Total Other Expense	<u>875.81</u>	<u>1,703.08</u>	<u>8,519.54</u>	<u>11,907.56</u>	<u>20,435.00</u>
Net Other Income	<u>-875.81</u>	<u>1,684.92</u>	<u>-8,519.54</u>	<u>11,808.44</u>	<u>20,215.00</u>
Net Income	<u>-20,880.60</u>	<u>1,124.42</u>	<u>-39,097.44</u>	<u>-17,129.03</u>	<u>-11,981.83</u>