

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

	<u>May 19</u>	<u>Budget</u>	<u>Jul '18 - May 19</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
510 · Community Access Fees	57,075.92	20,333.34	233,498.05	223,666.66	244,000.00
512 · Contributions- Unrestricted	1,457.00	83.34	3,181.01	916.66	1,000.00
515 · Grants	0.00		1,595.12	0.00	0.00
520 · Government Taping Fees	789.25	1,416.66	17,449.67	15,583.34	17,000.00
521 · Tape Dubbing	0.00	2.50	0.00	27.50	30.00
522 · You Tube Upload	0.00	1.67	0.00	18.33	20.00
525 · Production Services Income	50.00	20.84	175.00	229.16	250.00
530 · Workshop Fees	0.00	16.66	0.00	183.34	200.00
540 · Membership Dues	500.00	666.66	6,925.00	7,333.34	8,000.00
545 · DVD Sales	0.00	8.34	20.00	91.66	100.00
550 · Interest Income	6.39	2.09	55.56	22.91	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
591 · PCA Service Income	247.50		247.50		
<b>Total Income</b>	<u>60,126.06</u>	<u>22,552.10</u>	<u>263,171.91</u>	<u>248,181.02</u>	<u>270,733.12</u>
<b>Gross Profit</b>	60,126.06	22,552.10	263,171.91	248,181.02	270,733.12
<b>Expense</b>					
150 · Suspense	0.00	0.00	386.43	0.00	438.90
610 · Accounting	0.00	316.00	4,776.16	3,484.00	3,800.00
611 · Annual Audit and Tax Return	0.00	355.00	3,940.00	3,895.00	4,250.00
612 · Advertising	997.11	0.00	1,028.50	0.00	0.00
613 · Advertising - Employees	0.00	25.00	75.00	275.00	300.00
615 · Travel Expenses	443.92	9.00	466.12	91.00	100.00
626 · Merchant Fees	219.45	17.00	301.26	183.00	200.00
628 · Board Development	0.00	17.00	176.51	183.00	200.00
640 · Conference Expenses	0.00	30.00	1,050.00	320.00	350.00
642 · Conference Travel	0.00	12.50	0.00	137.50	150.00
645 · Computer Software-Office	0.00	54.16	598.99	595.84	650.00
646 · Maintenance-Office Equipt.	0.00	12.50	0.00	137.50	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	687.00	750.00
665 · Entertainment & Meals	101.24	30.00	329.70	320.00	350.00
675 · Equipment Parts & Supplies	208.83	917.00	1,148.53	10,083.00	11,000.00
685 · Equipment Repairs	197.47	12.50	197.47	137.50	150.00
690 · Insurance	0.00	459.00	4,886.25	5,041.00	5,500.00
692 · Insurance - Workmans Comp	0.00	175.00	2,019.00	1,925.00	2,100.00
695 · Legal	3,137.50	67.00	3,257.50	733.00	800.00
700 · Licenses & Permits	0.00	12.50	108.00	137.50	150.00
710 · Facility Maintenance	94.00	175.00	1,443.26	1,925.00	2,100.00
712 · Mileage Reimbursement	0.00	9.00	758.60	91.00	100.00
715 · Meetings	0.00	17.00	0.00	183.00	200.00
720 · Miscellaneous	121.75	0.00	236.75	0.00	0.00
725 · Office Supplies	162.50	175.00	1,353.29	1,925.00	2,100.00

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728 · Operational Services	0.00	12.50	0.00	137.50	150.00
730 · Outside Services	0.00	12.50	0.00	137.50	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	0.00	2,448.34	13,195.25	26,931.66	29,380.00
738 · Payroll - Executive Director	3,778.66	4,244.00	49,115.49	46,684.00	50,928.00
739 · Payroll - Access Asistants	1,550.03	1,004.25	14,668.47	11,046.75	12,051.00
740 · Payroll Taxes	1,264.24	1,592.75	15,584.15	17,520.25	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	45.50	37.50	1,437.75	412.50	450.00
744 · Payroll - Outreach Coord	0.00	0.00	2,709.54	0.00	0.00
746 · Payroll - Operations Manager	3,213.38	2,511.16	32,521.76	27,622.84	30,134.00
747 · Accrued Vacation/Sick Pay	0.00		0.00	-430.95	-430.95
748 · Payroll - Radio Manager	3,025.00	2,841.59	31,367.08	31,257.41	34,099.00
749 · Payroll - Access Coordinator	0.00	1,882.34	11,817.16	20,705.66	22,588.00
750 · Postage	0.00	30.00	187.13	320.00	350.00
751 · Post Box Rental	0.00	10.00	120.00	102.00	112.00
755 · PCA Printing	0.00	100.00	0.00	1,100.00	1,200.00
756 · Payroll - Access Supervisor	2,362.50		9,868.50		
757 · Payroll-Membership Supervisor	1,975.00		8,870.00		
765 · Promotion	1,002.26	62.50	2,664.14	687.50	750.00
775 · Rent	2,420.00	2,396.00	26,410.00	26,364.00	28,760.00
780 · Refunds	0.00	3.00	0.00	32.00	35.00
790 · Satellite Expenses	48.77	46.00	515.30	514.00	560.00
800 · Security	360.00	100.00	1,992.65	1,100.00	1,200.00
804 · Staff Development	0.00	17.00	91.91	183.00	200.00
805 · Storage	90.00	60.00	750.00	660.00	720.00
830 · Taxes	0.00	5.00	173.30	45.00	50.00
836 · Cable, Internet, Telephone	-16.20	209.00	2,191.78	2,291.00	2,500.00
837 · Cell Phone	0.00	50.00	253.55	550.00	600.00
838 · Internet-City	171.69	150.00	1,877.41	1,650.00	1,800.00
880 · Utilities	379.64	292.00	4,223.56	3,208.00	3,500.00
885 · Volunteer Program	0.00	0.00	0.00	0.00	0.00
890 · Web Expenses	0.00	42.00	5,369.34	458.00	500.00
<b>Total Expense</b>	<u>27,354.24</u>	<u>23,119.59</u>	<u>269,190.62</u>	<u>279,371.46</u>	<u>302,929.95</u>
<b>Net Ordinary Income</b>	32,771.82	-567.49	-6,018.71	-31,190.44	-32,196.83
<b>Other Income/Expense</b>					
<b>Other Income</b>					
<b>910 · Radio Income</b>					
911 · Contributions - Unrestricted	600.00	166.00	1,720.00	1,834.00	2,000.00
913 · Underwriting-Radio	0.00	1,500.00	0.00	16,500.00	18,000.00
914 · Grants-Radio	0.00	834.00	0.00	9,166.00	10,000.00
915 · Workshop Fees-Radio	0.00	25.00	0.00	275.00	300.00
916 · Production Services	0.00	30.00	0.00	320.00	350.00
918 · Event Income	3,093.13	541.00	3,093.13	5,959.00	6,500.00
919 · Event Sponsorship	0.00	291.00	0.00	3,209.00	3,500.00

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<b>Total 910 · Radio Income</b>	<u>3,693.13</u>	<u>3,387.00</u>	<u>4,813.13</u>	<u>37,263.00</u>	<u>40,650.00</u>
<b>Total Other Income</b>	<u>3,693.13</u>	<u>3,387.00</u>	<u>4,813.13</u>	<u>37,263.00</u>	<u>40,650.00</u>
<b>Other Expense</b>					
<b>920 · Radio Expenses</b>					
921 · Operational Expenses	0.00	17.00	0.00	183.00	200.00
922 · Outside Services - Radio	0.00	30.00	1,319.44	320.00	350.00
926 · Licenses, Subscrp & Memberships	0.00	75.00	1,611.36	825.00	900.00
927 · Equipment Parts & Supplies	0.00	625.00	2,073.49	6,875.00	7,500.00
928 · Equipment Maintenance	0.00	17.00	0.00	183.00	200.00
929 · Production Supplies	0.00	9.00	0.00	91.00	100.00
930 · Training Materials	0.00		0.00	0.00	0.00
931 · Computer Software	0.00	12.50	0.00	137.50	150.00
936 · Remote Access	40.00	35.00	616.47	385.00	420.00
937 · STL	124.50	109.00	1,369.50	1,191.00	1,300.00
938 · Streaming Services	184.50	204.59	2,029.50	2,250.41	2,455.00
939 · Automation Services	49.00	60.00	881.00	360.00	360.00
952 · Advertising	0.00	71.00	0.00	779.00	850.00
953 · Printing	110.95	59.00	576.72	641.00	700.00
954 · Fundraising Services	0.00		0.00	0.00	0.00
955 · Event Services	0.00	191.00	20.00	2,109.00	2,300.00
956 · Event Supplies	1,769.94	167.00	1,785.15	1,833.00	2,000.00
957 · Event Rentals	0.00	55.00	0.00	595.00	650.00
<b>Total 920 · Radio Expenses</b>	<u>2,278.89</u>	<u>1,737.09</u>	<u>12,282.63</u>	<u>18,757.91</u>	<u>20,435.00</u>
<b>Total Other Expense</b>	<u>2,278.89</u>	<u>1,737.09</u>	<u>12,282.63</u>	<u>18,757.91</u>	<u>20,435.00</u>
<b>Net Other Income</b>	<u>1,414.24</u>	<u>1,649.91</u>	<u>-7,469.50</u>	<u>18,505.09</u>	<u>20,215.00</u>
<b>Net Income</b>	<u><b>34,186.06</b></u>	<u><b>1,082.42</b></u>	<u><b>-13,488.21</b></u>	<u><b>-12,685.35</b></u>	<u><b>-11,981.83</b></u>