

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

| | <u>Jul 19</u> | <u>Budget</u> | <u>Jul 19</u> | <u>YTD Budget</u> | <u>Annual Budget</u> |
|-----------------------------------|---------------|------------------|---------------|-------------------|----------------------|
| Ordinary Income/Expense | | | | | |
| Income | | | | | |
| 510 · Community Access Fees | 0.00 | 18,750.00 | 0.00 | 18,750.00 | 225,000.00 |
| 512 · Contributions- Unrestricted | 0.00 | 83.33 | 0.00 | 83.33 | 1,000.00 |
| 515 · Grants | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 520 · Government Taping Fees | 0.00 | 1,500.00 | 0.00 | 1,500.00 | 18,000.00 |
| 521 · Tape Dubbing | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 522 · You Tube Upload | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 525 · Production Services Income | 0.00 | 20.83 | 0.00 | 20.83 | 250.00 |
| 530 · Workshop Fees | 0.00 | 16.67 | 0.00 | 16.67 | 200.00 |
| 540 · Membership Dues | 175.00 | 666.67 | 175.00 | 666.67 | 8,000.00 |
| 545 · DVD Sales | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 550 · Interest Income | 6.39 | 8.33 | 6.39 | 8.33 | 100.00 |
| 555 · Late Fees | 0.00 | 2.08 | 0.00 | 2.08 | 25.00 |
| 585 · Blank Stock Income | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 590 · Sales Income | 0.00 | 8.33 | 0.00 | 8.33 | 100.00 |
| 591 · PCA Service Income | 0.00 | 1.25 | 0.00 | 1.25 | 15.00 |
| Total Income | <u>181.39</u> | <u>21,057.49</u> | <u>181.39</u> | <u>21,057.49</u> | <u>252,690.00</u> |
| Gross Profit | 181.39 | 21,057.49 | 181.39 | 21,057.49 | 252,690.00 |
| Expense | | | | | |
| 150 · Suspense | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610 · Accounting | 0.00 | 316.67 | 0.00 | 316.67 | 3,800.00 |
| 611 · Annual Audit and Tax Return | 0.00 | 833.33 | 0.00 | 833.33 | 10,000.00 |
| 612 · Advertising | 0.00 | 208.33 | 0.00 | 208.33 | 2,500.00 |
| 613 · Advertising - Employees | 0.00 | 12.50 | 0.00 | 12.50 | 150.00 |
| 615 · Travel Expenses | 0.00 | 41.67 | 0.00 | 41.67 | 500.00 |
| 626 · Merchant Fees | 4.81 | 29.17 | 4.81 | 29.17 | 350.00 |
| 628 · Board Development | 0.00 | 16.67 | 0.00 | 16.67 | 200.00 |
| 640 · Conference Expenses | 0.00 | 50.00 | 0.00 | 50.00 | 600.00 |
| 642 · Conference Travel | 0.00 | 58.33 | 0.00 | 58.33 | 700.00 |
| 645 · Computer Software-Office | 0.00 | 50.00 | 0.00 | 50.00 | 600.00 |
| 646 · Maintenance-Office Equipt. | 0.00 | 12.50 | 0.00 | 12.50 | 150.00 |
| 650 · Depreciation Expense | 0.00 | 2,007.67 | 0.00 | 2,007.67 | 24,092.00 |
| 655 · Donations | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 660 · Dues & Subscriptions | 0.00 | 37.50 | 0.00 | 37.50 | 450.00 |
| 665 · Entertainment & Meals | 0.00 | 29.17 | 0.00 | 29.17 | 350.00 |
| 675 · Equipment Parts & Supplies | 95.45 | 416.67 | 95.45 | 416.67 | 5,000.00 |
| 685 · Equipment Repairs | 0.00 | 12.50 | 0.00 | 12.50 | 150.00 |
| 690 · Insurance | 0.00 | 458.33 | 0.00 | 458.33 | 5,500.00 |
| 692 · Insurance - Workmans Comp | 0.00 | 175.00 | 0.00 | 175.00 | 2,100.00 |
| 695 · Legal | 0.00 | 83.33 | 0.00 | 83.33 | 1,000.00 |
| 700 · Licenses & Permits | 225.00 | 12.50 | 225.00 | 12.50 | 150.00 |
| 710 · Facility Maintenance | 94.00 | 125.00 | 94.00 | 125.00 | 1,500.00 |
| 712 · Mileage Reimbursement | 0.00 | 20.83 | 0.00 | 20.83 | 250.00 |

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| 715 · Meetings | 0.00 | 4.17 | 0.00 | 4.17 | 50.00 |
| 720 · Miscellaneous | 0.00 | 8.33 | 0.00 | 8.33 | 100.00 |
| 725 · Office Supplies | 699.90 | 125.00 | 699.90 | 125.00 | 1,500.00 |
| 728 · Operational Services | 247.50 | 12.50 | 247.50 | 12.50 | 150.00 |
| 730 · Outside Services | 0.00 | 12.50 | 0.00 | 12.50 | 150.00 |
| 737 · Payroll - Membership Coord | 0.00 | 2,448.33 | 0.00 | 2,448.33 | 29,380.00 |
| 738 · Payroll - Executive Director | 3,778.66 | 4,244.00 | 3,778.66 | 4,244.00 | 50,928.00 |
| 739 · Payroll - Access Asistants | 1,263.27 | 1,004.25 | 1,263.27 | 1,004.25 | 12,051.00 |
| 740 · Payroll Taxes | 1,254.01 | 1,416.67 | 1,254.01 | 1,416.67 | 17,000.00 |
| 741 · Payroll - Holiday Bonuses | 0.00 | 125.00 | 0.00 | 125.00 | 1,500.00 |
| 742 · Holiday Pay | 228.00 | 0.00 | 228.00 | 0.00 | 0.00 |
| 743 · Payroll Fees | 68.50 | 37.50 | 68.50 | 37.50 | 450.00 |
| 744 · Payroll - Outreach Coord | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 746 · Payroll - Operations Manager | 3,352.50 | 2,511.17 | 3,352.50 | 2,511.17 | 30,134.00 |
| 748 · Payroll - Radio Manager | 2,849.00 | 2,841.58 | 2,849.00 | 2,841.58 | 34,099.00 |
| 749 · Payroll - Access Coordinator | 0.00 | 1,882.33 | 0.00 | 1,882.33 | 22,588.00 |
| 750 · Postage | 0.00 | 20.83 | 0.00 | 20.83 | 250.00 |
| 751 · Post Box Rental | 0.00 | 0.00 | 0.00 | 0.00 | 120.00 |
| 755 · PCA Printing | 0.00 | 29.17 | 0.00 | 29.17 | 350.00 |
| 756 · Payroll - Access Supervisor | 2,223.00 | | 2,223.00 | | 12,042.00 |
| 757 · Payroll-Membership Supervisor | 2,145.00 | | 2,145.00 | | 11,070.00 |
| 765 · Promotion | 244.99 | 100.00 | 244.99 | 100.00 | 1,200.00 |
| 775 · Rent | 2,420.00 | 0.00 | 2,420.00 | 0.00 | 28,830.00 |
| 780 · Refunds | 0.00 | 2.92 | 0.00 | 2.92 | 35.00 |
| 790 · Satellite Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 800 · Security | 0.00 | 120.00 | 0.00 | 120.00 | 1,440.00 |
| 804 · Staff Development | 0.00 | 16.67 | 0.00 | 16.67 | 200.00 |
| 805 · Storage | 90.00 | 60.00 | 90.00 | 60.00 | 720.00 |
| 830 · Taxes | 0.00 | 14.58 | 0.00 | 14.58 | 175.00 |
| 836 · Cable, Internet, Telephone | 140.99 | 208.33 | 140.99 | 208.33 | 2,500.00 |
| 837 · Cell Phone | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 838 · Internet-City | 171.69 | 175.00 | 171.69 | 175.00 | 2,100.00 |
| 880 · Utilities | 463.23 | 375.00 | 463.23 | 375.00 | 4,500.00 |
| 885 · Volunteer Program | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 890 · Web Expenses | 255.00 | 41.67 | 255.00 | 41.67 | 500.00 |
| Total Expense | <u>22,314.50</u> | <u>22,845.17</u> | <u>22,314.50</u> | <u>22,845.17</u> | <u>326,204.00</u> |
| Net Ordinary Income | -22,133.11 | -1,787.68 | -22,133.11 | -1,787.68 | -73,514.00 |
| Other Income/Expense | | | | | |
| Other Income | | | | | |
| 910 · Radio Income | | | | | |
| 911 · Contributions - Unrestricted | 1,246.27 | 166.67 | 1,246.27 | 166.67 | 2,000.00 |
| 913 · Underwriting-Radio | 0.00 | 833.33 | 0.00 | 833.33 | 10,000.00 |
| 914 · Grants-Radio | 0.00 | 416.67 | 0.00 | 416.67 | 5,000.00 |
| 915 · Workshop Fees-Radio | 0.00 | 25.00 | 0.00 | 25.00 | 300.00 |

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| 916 · Production Services | 0.00 | 29.17 | 0.00 | 29.17 | 350.00 |
| 918 · Event Income | 0.00 | 541.67 | 0.00 | 541.67 | 6,500.00 |
| 919 · Event Sponsorship | 0.00 | 83.33 | 0.00 | 83.33 | 1,000.00 |
| Total 910 · Radio Income | <u>1,246.27</u> | <u>2,095.84</u> | <u>1,246.27</u> | <u>2,095.84</u> | <u>25,150.00</u> |
| Total Other Income | 1,246.27 | 2,095.84 | 1,246.27 | 2,095.84 | 25,150.00 |
| Other Expense | | | | | |
| 920 · Radio Expenses | | | | | |
| 921 · Operational Expenses | 0.00 | 25.00 | 0.00 | 25.00 | 300.00 |
| 922 · Outside Services - Radio | 0.00 | 29.17 | 0.00 | 29.17 | 350.00 |
| 926 · Licenses, Subscrip & Memberships | 0.00 | 108.33 | 0.00 | 108.33 | 1,300.00 |
| 927 · Equipment Parts & Supplies | 0.00 | 416.67 | 0.00 | 416.67 | 5,000.00 |
| 928 · Equipment Maintenance | 0.00 | 16.67 | 0.00 | 16.67 | 200.00 |
| 929 · Production Supplies | 0.00 | 8.33 | 0.00 | 8.33 | 100.00 |
| 930 · Training Materials | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 931 · Computer Software | 0.00 | 12.50 | 0.00 | 12.50 | 150.00 |
| 936 · Remote Access | 40.00 | 50.00 | 40.00 | 50.00 | 600.00 |
| 937 · STL | 124.50 | 125.00 | 124.50 | 125.00 | 1,500.00 |
| 938 · Streaming Services | 184.50 | 191.67 | 184.50 | 191.67 | 2,300.00 |
| 939 · Automation Services | 49.00 | 83.33 | 49.00 | 83.33 | 1,000.00 |
| 952 · Advertising | 0.00 | 70.83 | 0.00 | 70.83 | 850.00 |
| 953 · Printing | 0.00 | 58.33 | 0.00 | 58.33 | 700.00 |
| 954 · Fundraising Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 955 · Event Services | 0.00 | 41.67 | 0.00 | 41.67 | 500.00 |
| 956 · Event Supplies | 894.84 | 166.67 | 894.84 | 166.67 | 2,000.00 |
| 957 · Event Rentals | 0.00 | 54.17 | 0.00 | 54.17 | 650.00 |
| Total 920 · Radio Expenses | <u>1,292.84</u> | <u>1,458.34</u> | <u>1,292.84</u> | <u>1,458.34</u> | <u>17,500.00</u> |
| Total Other Expense | 1,292.84 | 1,458.34 | 1,292.84 | 1,458.34 | 17,500.00 |
| Net Other Income | <u>-46.57</u> | <u>637.50</u> | <u>-46.57</u> | <u>637.50</u> | <u>7,650.00</u> |
| Net Income | <u><u>-22,179.68</u></u> | <u><u>-1,150.18</u></u> | <u><u>-22,179.68</u></u> | <u><u>-1,150.18</u></u> | <u><u>-65,864.00</u></u> |