

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

	<u>Oct 19</u>	<u>Budget</u>	<u>Jul - Oct 19</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
510 · Community Access Fees	0.00	18,750.00	57,439.81	75,000.00	225,000.00
512 · Contributions- Unrestricted	121.00	83.33	304.71	333.32	1,000.00
515 · Grants	0.00	0.00	0.00	0.00	0.00
520 · Government Taping Fees	0.00	1,500.00	6,232.50	6,000.00	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	83.32	250.00
530 · Workshop Fees	0.00	16.67	0.00	66.68	200.00
540 · Membership Dues	625.00	666.67	1,875.00	2,666.68	8,000.00
545 · DVD Sales	0.00	0.00	0.00	0.00	0.00
550 · Interest Income	4.30	8.33	21.67	33.32	100.00
555 · Late Fees	0.00	2.08	0.00	8.32	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	33.32	100.00
591 · PCA Service Income	0.00	1.25	0.00	5.00	15.00
Total Income	<u>750.30</u>	<u>21,057.49</u>	<u>65,873.69</u>	<u>84,229.96</u>	<u>252,690.00</u>
Gross Profit	750.30	21,057.49	65,873.69	84,229.96	252,690.00
Expense					
150 · Suspense	0.00	0.00	0.00	0.00	0.00
610 · Accounting	686.12	316.67	2,307.21	1,266.68	3,800.00
611 · Annual Audit and Tax Return	4,079.00	833.33	6,421.00	3,333.32	10,000.00
612 · Advertising	0.00	208.33	0.00	833.32	2,500.00
613 · Advertising - Employees	0.00	12.50	0.00	50.00	150.00
615 · Travel Expenses	8.00	41.67	28.00	166.68	500.00
626 · Merchant Fees	10.32	29.17	32.03	116.68	350.00
628 · Board Development	0.00	16.67	0.00	66.68	200.00
640 · Conference Expenses	42.72	50.00	42.72	200.00	600.00
642 · Conference Travel	0.00	58.33	0.00	233.32	700.00
645 · Computer Software-Office	0.00	50.00	0.00	200.00	600.00
646 · Maintenance-Office Equipt.	0.00	12.50	0.00	50.00	150.00
650 · Depreciation Expense	0.00	2,007.67	0.00	8,030.68	24,092.00
655 · Donations	0.00	0.00	-395.00	0.00	0.00
660 · Dues & Subscriptions	0.00	37.50	350.00	150.00	450.00
665 · Entertainment & Meals	101.77	29.17	101.77	116.68	350.00
675 · Equipment Parts & Supplies	254.06	416.67	652.63	1,666.68	5,000.00
685 · Equipment Repairs	0.00	12.50	0.00	50.00	150.00
690 · Insurance	404.00	458.33	5,204.09	1,833.32	5,500.00
692 · Insurance - Workmans Comp	0.00	175.00	0.00	700.00	2,100.00
695 · Legal	0.00	83.33	0.00	333.32	1,000.00
700 · Licenses & Permits	0.00	12.50	245.00	50.00	150.00
710 · Facility Maintenance	94.00	125.00	533.51	500.00	1,500.00
712 · Mileage Reimbursement	111.40	20.83	195.50	83.32	250.00
715 · Meetings	0.00	4.17	361.00	16.68	50.00
720 · Miscellaneous	0.00	8.33	0.00	33.32	100.00
725 · Office Supplies	61.73	125.00	971.81	500.00	1,500.00

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728 · Operational Services	0.00	12.50	247.50	50.00	150.00
730 · Outside Services	0.00	12.50	0.00	50.00	150.00
736 · Payroll - Program Director	0.00		799.74		
737 · Payroll - Membership Coord	0.00	2,448.33	0.00	9,793.32	29,380.00
738 · Payroll - Executive Director	3,087.75	4,244.00	12,463.07	16,976.00	50,928.00
739 · Payroll - Access Asistants	806.01	1,004.25	4,041.68	4,017.00	12,051.00
740 · Payroll Taxes	1,423.31	1,416.67	5,227.44	5,666.68	17,000.00
741 · Payroll - Holiday Bonuses	0.00	125.00	0.00	500.00	1,500.00
742 · Holiday Pay	0.00	0.00	348.00	0.00	0.00
743 · Payroll Fees	33.25	37.50	1,361.19	150.00	450.00
744 · Payroll - Outreach Coord	0.00	0.00	0.00	0.00	0.00
746 · Payroll - Operations Manager	4,070.00	2,511.17	14,377.25	10,044.68	30,134.00
748 · Payroll - Radio Manager	3,140.50	2,841.58	11,852.50	11,366.32	34,099.00
749 · Payroll - Access Coordinator	0.00	1,882.33	0.00	7,529.32	22,588.00
750 · Postage	4.75	20.83	173.95	83.32	250.00
751 · Post Box Rental	134.00	120.00	134.00	120.00	120.00
755 · PCA Printing	0.00	29.17	116.78	116.68	350.00
756 · Payroll - Access Supervisor	1,687.25		8,064.50		12,042.00
757 · Payroll-Membership Supervisor	3,235.00		10,050.00		11,070.00
765 · Promotion	154.53	100.00	408.19	400.00	1,200.00
775 · Rent	2,420.00	2,420.00	9,680.00	9,470.00	28,830.00
780 · Refunds	0.00	2.92	0.00	11.68	35.00
790 · Satellite Expenses	0.00	0.00	0.00	0.00	0.00
800 · Security	0.00	120.00	377.94	480.00	1,440.00
804 · Staff Development	0.00	16.67	0.00	66.68	200.00
805 · Storage	90.00	60.00	360.00	240.00	720.00
830 · Taxes	0.00	14.58	0.00	58.32	175.00
836 · Cable, Internet, Telephone	241.10	208.33	863.97	833.32	2,500.00
837 · Cell Phone	0.00	0.00	0.00	0.00	0.00
838 · Internet-City	171.69	175.00	696.76	700.00	2,100.00
880 · Utilities	496.65	375.00	2,060.63	1,500.00	4,500.00
885 · Volunteer Program	0.00	0.00	0.00	0.00	0.00
890 · Web Expenses	0.00	41.67	255.00	166.68	500.00
Total Expense	<u>27,048.91</u>	<u>25,385.17</u>	<u>101,011.36</u>	<u>100,970.68</u>	<u>326,204.00</u>
Net Ordinary Income	-26,298.61	-4,327.68	-35,137.67	-16,740.72	-73,514.00
Other Income/Expense					
Other Income					
910 · Radio Income					
911 · Contributions - Unrestricted	0.00	166.67	1,246.27	666.68	2,000.00
913 · Underwriting-Radio	0.00	833.33	0.00	3,333.32	10,000.00
914 · Grants-Radio	0.00	416.67	0.00	1,666.68	5,000.00
915 · Workshop Fees-Radio	0.00	25.00	0.00	100.00	300.00
916 · Production Services	0.00	29.17	0.00	116.68	350.00
918 · Event Income	0.00	541.67	0.00	2,166.68	6,500.00
919 · Event Sponsorship	0.00	83.33	0.00	333.32	1,000.00
Total 910 · Radio Income	<u>0.00</u>	<u>2,095.84</u>	<u>1,246.27</u>	<u>8,383.36</u>	<u>25,150.00</u>
Total Other Income	0.00	2,095.84	1,246.27	8,383.36	25,150.00

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Other Expense					
920 · Radio Expenses					
921 · Operational Expenses	0.00	25.00	0.00	100.00	300.00
922 · Outside Services - Radio	0.00	29.17	0.00	116.68	350.00
926 · Licenses, Subscrp & Memberships	775.00	108.33	875.09	433.32	1,300.00
927 · Equipment Parts & Supplies	123.70	416.67	131.30	1,666.68	5,000.00
928 · Equipment Maintenance	0.00	16.67	0.00	66.68	200.00
929 · Production Supplies	0.00	8.33	0.00	33.32	100.00
930 · Training Materials	0.00	0.00	0.00	0.00	0.00
931 · Computer Software	0.00	12.50	0.00	50.00	150.00
936 · Remote Access	40.00	50.00	160.00	200.00	600.00
937 · STL	124.50	125.00	498.00	500.00	1,500.00
938 · Streaming Services	184.50	191.67	738.00	766.68	2,300.00
939 · Automation Services	49.00	83.33	196.00	333.32	1,000.00
952 · Advertising	0.00	70.83	0.00	283.32	850.00
953 · Printing	0.00	58.33	0.00	233.32	700.00
954 · Fundraising Services	0.00	0.00	0.00	0.00	0.00
955 · Event Services	0.00	41.67	0.00	166.68	500.00
956 · Event Supplies	0.00	166.67	840.80	666.68	2,000.00
957 · Event Rentals	0.00	54.17	0.00	216.68	650.00
Total 920 · Radio Expenses	<u>1,296.70</u>	<u>1,458.34</u>	<u>3,439.19</u>	<u>5,833.36</u>	<u>17,500.00</u>
Total Other Expense	<u>1,296.70</u>	<u>1,458.34</u>	<u>3,439.19</u>	<u>5,833.36</u>	<u>17,500.00</u>
Net Other Income	<u>-1,296.70</u>	<u>637.50</u>	<u>-2,192.92</u>	<u>2,550.00</u>	<u>7,650.00</u>
Net Income	<u><u>-27,595.31</u></u>	<u><u>-3,690.18</u></u>	<u><u>-37,330.59</u></u>	<u><u>-14,190.72</u></u>	<u><u>-65,864.00</u></u>