

## Petaluma Community Access, Inc. Profit & Loss Budget Performance

December 2019

	Dec 19	Budget	Jul - Dec 19	YTD Budget	Annual Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
510 · Community Access Fees	0.00	18,750.00	114,837.94	112,500.00	225,000.00
512 · Contributions- Unrestricted	15.00	83.33	404.71	499.98	1,000.00
515 · Grants	0.00	0.00	0.00	0.00	0.00
520 · Government Taping Fees	0.00	1,500.00	12,270.75	9,000.00	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	124.98	250.00
530 · Workshop Fees	0.00	16.67	0.00	100.02	200.00
540 · Membership Dues	225.00	666.67	2,750.00	4,000.02	8,000.00
545 · DVD Sales	0.00	0.00	0.00	0.00	0.00
550 · Interest Income	3.63	8.33	29.34	49.98	100.00
555 · Late Fees	0.00	2.08	0.00	12.48	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	49.98	100.00
591 · PCA Service Income	0.00	1.25	0.00	7.50	15.00
<b>Total Income</b>	<b>243.63</b>	<b>21,057.49</b>	<b>130,292.74</b>	<b>126,344.94</b>	<b>252,690.00</b>
<b>Gross Profit</b>	<b>243.63</b>	<b>21,057.49</b>	<b>130,292.74</b>	<b>126,344.94</b>	<b>252,690.00</b>
<b>Expense</b>					
150 · Suspense	0.00	0.00	0.00	0.00	0.00
610 · Accounting	457.44	316.67	3,170.98	1,900.02	3,800.00
611 · Annual Audit and Tax Return	0.00	833.33	6,421.00	4,999.98	10,000.00
612 · Advertising	0.00	208.33	0.00	1,249.98	2,500.00
613 · Advertising - Employees	0.00	12.50	75.00	75.00	150.00
615 · Travel Expenses	0.00	41.67	28.00	250.02	500.00
626 · Merchant Fees	0.74	29.17	34.82	175.02	350.00
628 · Board Development	0.00	16.67	0.00	100.02	200.00
640 · Conference Expenses	0.00	50.00	42.72	300.00	600.00
642 · Conference Travel	0.00	58.33	0.00	349.98	700.00
645 · Computer Software-Office	369.88	50.00	369.88	300.00	600.00
646 · Maintenance-Office Equipt.	0.00	12.50	0.00	75.00	150.00
650 · Depreciation Expense	0.00	2,007.67	0.00	12,046.02	24,092.00
655 · Donations	0.00	0.00	-395.00	0.00	0.00
660 · Dues & Subscriptions	0.00	37.50	350.00	225.00	450.00
665 · Meals	77.85	29.17	179.62	175.02	350.00
675 · Equipment Parts & Supplies	0.00	416.67	875.86	2,500.02	5,000.00
685 · Equipment Repairs	0.00	12.50	0.00	75.00	150.00
690 · Insurance	0.00	458.33	5,204.09	2,749.98	5,500.00
692 · Insurance - Workmans Comp	0.00	175.00	0.00	1,050.00	2,100.00
695 · Legal	0.00	83.33	0.00	499.98	1,000.00
700 · Licenses & Permits	4.00	12.50	249.00	75.00	150.00
710 · Facility Maintenance	94.00	125.00	721.51	750.00	1,500.00
712 · Mileage Reimbursement	18.79	20.83	255.35	124.98	250.00
715 · Meetings	0.00	4.17	132.00	25.02	50.00
720 · Miscellaneous	0.00	8.33	0.00	49.98	100.00
725 · Office Supplies	117.18	125.00	1,293.53	750.00	1,500.00

**Petaluma Community Access, Inc.**  
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	<u>Dec 19</u>	<u>Budget</u>	<u>Jul - Dec 19</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
728 · Operational Services	0.00	12.50	247.50	75.00	150.00
730 · Outside Services	0.00	12.50	0.00	75.00	150.00
736 · Payroll - Program Director	138.00		937.74		
737 · Payroll - Membership Coord	0.00	2,448.33	0.00	14,689.98	29,380.00
738 · Payroll - Executive Director	2,248.00	4,244.00	17,666.57	25,464.00	50,928.00
739 · Payroll - Access Asistants	604.52	1,004.25	5,719.60	6,025.50	12,051.00
740 · Payroll Taxes	1,312.44	1,416.67	7,963.23	8,500.02	17,000.00
741 · Payroll - Holiday Bonuses	1,561.04	125.00	1,561.04	750.00	1,500.00
742 · Holiday Pay	262.00	0.00	610.00	0.00	0.00
743 · Payroll Fees	231.50	37.50	1,632.94	225.00	450.00
744 · Payroll - Outreach Coord	0.00	0.00	0.00	0.00	0.00
746 · Payroll - Operations Manager	3,377.00	2,511.17	21,582.25	15,067.02	30,134.00
748 · Payroll - Radio Manager	2,706.00	2,841.58	17,710.00	17,049.48	34,099.00
749 · Payroll - Access Coordinator	0.00	1,882.33	0.00	11,293.98	22,588.00
750 · Postage	0.00	20.83	173.95	124.98	250.00
751 · Post Box Rental	0.00	0.00	134.00	120.00	120.00
755 · PCA Printing	0.00	29.17	116.78	175.02	350.00
756 · Payroll - Access Supervisor	1,814.75		11,626.00		12,042.00
757 · Payroll-Membership Supervisor	2,730.00		16,145.00		11,070.00
765 · Promotion	0.00	100.00	408.19	600.00	1,200.00
775 · Rent	2,630.00	2,420.00	14,730.00	14,310.00	28,830.00
780 · Refunds	0.00	2.92	0.00	17.52	35.00
790 · Satellite Expenses	0.00	0.00	0.00	0.00	0.00
800 · Security	0.00	120.00	755.88	720.00	1,440.00
804 · Staff Development	11.31	16.67	11.31	100.02	200.00
805 · Storage	90.00	60.00	540.00	360.00	720.00
830 · Taxes	0.00	14.58	0.00	87.48	175.00
836 · Cable, Internet, Telephone	166.10	208.33	1,346.17	1,249.98	2,500.00
837 · Cell Phone	0.00	0.00	0.00	0.00	0.00
838 · Internet-City	171.69	175.00	1,040.14	1,050.00	2,100.00
880 · Utilities	444.37	375.00	2,994.14	2,250.00	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	250.02	500.00
<b>Total Expense</b>	<u>21,638.60</u>	<u>25,265.17</u>	<u>144,915.79</u>	<u>151,501.02</u>	<u>326,204.00</u>
<b>Net Ordinary Income</b>	-21,394.97	-4,207.68	-14,623.05	-25,156.08	-73,514.00
<b>Other Income/Expense</b>					
<b>Other Income</b>					
<b>910 · Radio Income</b>					
911 · Contributions - Unrestricted	0.00	166.67	1,246.27	1,000.02	2,000.00
913 · Underwriting-Radio	0.00	833.33	0.00	4,999.98	10,000.00
914 · Grants-Radio	0.00	416.67	0.00	2,500.02	5,000.00
915 · Workshop Fees-Radio	0.00	25.00	0.00	150.00	300.00
916 · Production Services	0.00	29.17	0.00	175.02	350.00
918 · Event Income	0.00	541.67	0.00	3,250.02	6,500.00
919 · Event Sponsorship	0.00	83.33	0.00	499.98	1,000.00
<b>Total 910 · Radio Income</b>	<u>0.00</u>	<u>2,095.84</u>	<u>1,246.27</u>	<u>12,575.04</u>	<u>25,150.00</u>
<b>Total Other Income</b>	0.00	2,095.84	1,246.27	12,575.04	25,150.00

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<b>Other Expense</b>					
<b>920 · Radio Expenses</b>					
921 · Operational Expenses	0.00	25.00	0.00	150.00	300.00
922 · Outside Services - Radio	0.00	29.17	0.00	175.02	350.00
926 · Licenses, Subscrp & Memberships	89.06	108.33	978.21	649.98	1,300.00
927 · Equipment Parts & Supplies	75.00	416.67	206.30	2,500.02	5,000.00
928 · Equipment Maintenance	0.00	16.67	0.00	100.02	200.00
929 · Production Supplies	0.00	8.33	0.00	49.98	100.00
930 · Training Materials	0.00	0.00	0.00	0.00	0.00
931 · Computer Software	0.00	12.50	0.00	75.00	150.00
936 · Remote Access	40.00	50.00	240.00	300.00	600.00
937 · STL	124.50	125.00	747.00	750.00	1,500.00
938 · Streaming Services	184.50	191.67	1,107.00	1,150.02	2,300.00
939 · Automation Services	49.00	83.33	294.00	499.98	1,000.00
952 · Advertising	0.00	70.83	0.00	424.98	850.00
953 · Printing	0.00	58.33	0.00	349.98	700.00
954 · Fundraising Services	0.00	0.00	0.00	0.00	0.00
955 · Event Services	0.00	41.67	0.00	250.02	500.00
956 · Event Supplies	0.00	166.67	840.80	1,000.02	2,000.00
957 · Event Rentals	0.00	54.17	0.00	325.02	650.00
<b>Total 920 · Radio Expenses</b>	<u>562.06</u>	<u>1,458.34</u>	<u>4,413.31</u>	<u>8,750.04</u>	<u>17,500.00</u>
895 · Penalties	15.50		66.50		
<b>Total Other Expense</b>	<u>577.56</u>	<u>1,458.34</u>	<u>4,479.81</u>	<u>8,750.04</u>	<u>17,500.00</u>
Net Other Income	<u>-577.56</u>	<u>637.50</u>	<u>-3,233.54</u>	<u>3,825.00</u>	<u>7,650.00</u>
<b>Net Income</b>	<u><b>-21,972.53</b></u>	<u><b>-3,570.18</b></u>	<u><b>-17,856.59</b></u>	<u><b>-21,331.08</b></u>	<u><b>-65,864.00</b></u>