

Petaluma Community Access, Inc.
Profit & Loss Budget Performance
January 2020

	<u>Jan 20</u>	<u>Budget</u>	<u>Jul '19 - Jan 20</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
510 · Community Access Fees	0.00	18,750.00	114,837.94	131,250.00	225,000.00
512 · Contributions- Unrestricted	257.22	83.33	661.93	583.31	1,000.00
513 · Contributions- Restricted	4,000.00		4,000.00		
515 · Grants	0.00	0.00	0.00	0.00	0.00
520 · Government Taping Fees	4,194.14	1,500.00	16,464.89	10,500.00	18,000.00
521 · Tape Dubbing	0.00		0.00	0.00	0.00
522 · You Tube Upload	0.00		0.00	0.00	0.00
525 · Production Services Income	0.00	20.83	0.00	145.81	250.00
530 · Workshop Fees	0.00	16.67	0.00	116.69	200.00
540 · Membership Dues	425.00	666.67	3,175.00	4,666.69	8,000.00
545 · DVD Sales	60.00		60.00	0.00	0.00
550 · Interest Income	3.63	8.33	32.97	58.31	100.00
555 · Late Fees	0.00	2.08	0.00	14.56	25.00
585 · Blank Stock Income	0.00		0.00	0.00	0.00
590 · Sales Income	0.00	8.33	0.00	58.31	100.00
591 · PCA Service Income	0.00	1.25	0.00	8.75	15.00
Total Income	<u>8,939.99</u>	<u>21,057.49</u>	<u>139,232.73</u>	<u>147,402.43</u>	<u>252,690.00</u>
Gross Profit	8,939.99	21,057.49	139,232.73	147,402.43	252,690.00
Expense					
150 · Suspense	0.00		0.00	0.00	0.00
610 · Accounting	1,159.45	316.67	4,330.43	2,216.69	3,800.00
611 · Annual Audit and Tax Return	0.00	833.33	9,250.00	5,833.31	10,000.00
612 · Advertising	0.00	208.33	0.00	1,458.31	2,500.00
613 · Advertising - Employees	0.00	12.50	75.00	87.50	150.00
615 · Travel Expenses	4.00	41.67	32.00	291.69	500.00
626 · Merchant Fees	3.35	29.17	38.17	204.19	350.00
628 · Board Development	0.00	16.67	0.00	116.69	200.00
640 · Conference Expenses	0.00	50.00	42.72	350.00	600.00
642 · Conference Travel	0.00	58.33	0.00	408.31	700.00
645 · Computer Software-Office	0.00	50.00	369.88	350.00	600.00
646 · Maintenance-Office Equipt.	0.00	12.50	0.00	87.50	150.00
650 · Depreciation Expense	0.00	2,007.67	0.00	14,053.69	24,092.00
655 · Donations	0.00	0.00	-395.00	0.00	0.00
660 · Dues & Subscriptions	14.06	37.50	378.12	262.50	450.00
665 · Meals	0.00	29.17	179.62	204.19	350.00
675 · Equipment Parts & Supplies	0.00	416.67	875.86	2,916.69	5,000.00
685 · Equipment Repairs	0.00	12.50	0.00	87.50	150.00
690 · Insurance	0.00	458.33	5,204.09	3,208.31	5,500.00
692 · Insurance - Workmans Comp	1,516.00	175.00	1,516.00	1,225.00	2,100.00
695 · Legal	0.00	83.33	0.00	583.31	1,000.00
700 · Licenses & Permits	0.00	12.50	249.00	87.50	150.00
710 · Facility Maintenance	94.00	125.00	815.51	875.00	1,500.00
712 · Mileage Reimbursement	44.78	20.83	300.13	145.81	250.00
715 · Meetings	0.00	4.17	132.00	29.19	50.00
720 · Miscellaneous	0.00	8.33	0.00	58.31	100.00

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725 · Office Supplies	184.22	125.00	1,477.75	875.00	1,500.00
728 · Operational Services	0.00	12.50	247.50	87.50	150.00
730 · Outside Services	0.00	12.50	0.00	87.50	150.00
736 · Payroll - Program Director	0.00		937.74		
737 · Payroll - Membership Coord	0.00	2,448.33	0.00	17,138.31	29,380.00
738 · Payroll - Executive Director	3,495.83	4,244.00	21,162.40	29,708.00	50,928.00
739 · Payroll - Access Asistants	651.01	1,004.25	6,370.61	7,029.75	12,051.00
740 · Payroll Taxes	1,730.39	1,416.67	9,693.62	9,916.69	17,000.00
741 · Payroll - Holiday Bonuses	0.00	125.00	1,561.04	875.00	1,500.00
742 · Holiday Pay	668.00	0.00	1,278.00	0.00	0.00
743 · Payroll Fees	81.88	37.50	1,714.82	262.50	450.00
744 · Payroll - Outreach Coord	0.00	0.00	0.00	0.00	0.00
746 · Payroll - Operations Manager	3,982.00	2,511.17	25,564.25	17,578.19	30,134.00
748 · Payroll - Radio Manager	3,041.50	2,841.58	20,751.50	19,891.06	34,099.00
749 · Payroll - Access Coordinator	0.00	1,882.33	0.00	13,176.31	22,588.00
750 · Postage	107.30	20.83	281.25	145.81	250.00
751 · Post Box Rental	0.00		134.00	120.00	120.00
755 · PCA Printing	0.00	29.17	116.78	204.19	350.00
756 · Payroll - Access Supervisor	1,806.25	1,161.00	13,432.25	1,161.00	12,042.00
757 · Payroll-Membership Supervisor	3,145.00	1,000.00	19,290.00	1,000.00	11,070.00
765 · Promotion	0.00	100.00	408.19	700.00	1,200.00
775 · Rent	2,490.00	2,420.00	17,220.00	16,730.00	28,830.00
780 · Refunds	0.00	2.92	0.00	20.44	35.00
790 · Satellite Expenses	0.00		0.00	0.00	0.00
800 · Security	0.00	120.00	755.88	840.00	1,440.00
804 · Staff Development	0.00	16.67	11.31	116.69	200.00
805 · Storage	90.00	60.00	630.00	420.00	720.00
830 · Taxes	29.00	14.58	29.00	102.06	175.00
836 · Cable, Internet, Telephone	240.00	208.33	1,586.17	1,458.31	2,500.00
837 · Cell Phone	0.00	0.00	0.00	0.00	0.00
838 · Internet-City	178.61	175.00	1,218.75	1,225.00	2,100.00
880 · Utilities	426.28	375.00	3,420.42	2,625.00	4,500.00
885 · Volunteer Program	0.00		0.00	0.00	0.00
890 · Web Expenses	0.00	41.67	255.00	291.69	500.00
Total Expense	<u>25,182.91</u>	<u>27,426.17</u>	<u>172,941.76</u>	<u>178,927.19</u>	<u>326,204.00</u>
Net Ordinary Income	-16,242.92	-6,368.68	-33,709.03	-31,524.76	-73,514.00
Other Income/Expense					
Other Income					
910 · Radio Income					
911 · Contributions - Unrestricted	0.00	166.67	1,246.27	1,166.69	2,000.00
913 · Underwriting-Radio	0.00	833.33	0.00	5,833.31	10,000.00
914 · Grants-Radio	0.00	416.67	0.00	2,916.69	5,000.00
915 · Workshop Fees-Radio	0.00	25.00	0.00	175.00	300.00
916 · Production Services	0.00	29.17	0.00	204.19	350.00
918 · Event Income	0.00	541.67	0.00	3,791.69	6,500.00
919 · Event Sponsorship	0.00	83.33	0.00	583.31	1,000.00
Total 910 · Radio Income	<u>0.00</u>	<u>2,095.84</u>	<u>1,246.27</u>	<u>14,670.88</u>	<u>25,150.00</u>

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Total Other Income	0.00	2,095.84	1,246.27	14,670.88	25,150.00
Other Expense					
920 · Radio Expenses					
921 · Operational Expenses	0.00	25.00	0.00	175.00	300.00
922 · Outside Services - Radio	0.00	29.17	0.00	204.19	350.00
926 · Licenses, Subscrip & Memberships	455.06	108.33	1,433.27	758.31	1,300.00
927 · Equipment Parts & Supplies	0.00	416.67	206.30	2,916.69	5,000.00
928 · Equipment Maintenance	0.00	16.67	0.00	116.69	200.00
929 · Production Supplies	0.00	8.33	0.00	58.31	100.00
930 · Training Materials	0.00	0.00	0.00	0.00	0.00
931 · Computer Software	0.00	12.50	0.00	87.50	150.00
936 · Remote Access	40.00	50.00	280.00	350.00	600.00
937 · STL	124.50	125.00	871.50	875.00	1,500.00
938 · Streaming Services	184.50	191.67	1,291.50	1,341.69	2,300.00
939 · Automation Services	49.00	83.33	343.00	583.31	1,000.00
952 · Advertising	0.00	70.83	0.00	495.81	850.00
953 · Printing	0.00	58.33	0.00	408.31	700.00
954 · Fundraising Services	0.00	0.00	0.00	0.00	0.00
955 · Event Services	0.00	41.67	0.00	291.69	500.00
956 · Event Supplies	0.00	166.67	840.80	1,166.69	2,000.00
957 · Event Rentals	0.00	54.17	0.00	379.19	650.00
Total 920 · Radio Expenses	<u>853.06</u>	<u>1,458.34</u>	<u>5,266.37</u>	<u>10,208.38</u>	<u>17,500.00</u>
895 · Penalties	15.50		82.00		
Total Other Expense	<u>868.56</u>	<u>1,458.34</u>	<u>5,348.37</u>	<u>10,208.38</u>	<u>17,500.00</u>
Net Other Income	<u>-868.56</u>	<u>637.50</u>	<u>-4,102.10</u>	<u>4,462.50</u>	<u>7,650.00</u>
Net Income	<u>-17,111.48</u>	<u>-5,731.18</u>	<u>-37,811.13</u>	<u>-27,062.26</u>	<u>-65,864.00</u>