

Petaluma Community Access, Inc.
Profit & Loss Budget Performance

May 2020

	<u>May 20</u>	<u>Budget</u>	<u>Jul '19 - May 20</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
510 · Community Access Fees	57,203.94	18,750.00	229,353.82	206,250.00	225,000.00
512 · Contributions- Unrestricted	0.00	83.34	1,644.82	916.66	1,000.00
513 · Contributions- Restricted	0.00		4,000.00		
515 · Grants	0.00	0.00	0.00	0.00	0.00
520 · Government Taping Fees	0.00	1,500.00	24,807.89	16,500.00	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	20.84	0.00	229.16	250.00
530 · Workshop Fees	0.00	16.66	0.00	183.34	200.00
540 · Membership Dues	0.00	666.66	4,890.00	7,333.34	8,000.00
545 · DVD Sales	0.00		60.00	0.00	0.00
550 · Interest Income	2.13	8.34	43.27	91.66	100.00
555 · Late Fees	0.00	2.09	0.00	22.91	25.00
585 · Blank Stock Income	0.00		0.00	0.00	0.00
590 · Sales Income	0.00	8.34	0.00	91.66	100.00
591 · PCA Service Income	0.00	1.25	0.00	13.75	15.00
Total Income	<u>57,206.07</u>	<u>21,057.52</u>	<u>264,799.80</u>	<u>231,632.48</u>	<u>252,690.00</u>
Gross Profit	57,206.07	21,057.52	264,799.80	231,632.48	252,690.00
Expense					
731 · Payroll Expense					
736 · Payroll - Program Director	0.00		937.74		
737 · Payroll - Membership Coord	0.00	2,448.34	0.00	26,931.66	29,380.00
738 · Payroll - Executive Director	2,791.66	4,244.00	32,329.04	46,684.00	50,928.00
739 · Payroll - Access Asistants	290.64	1,004.25	8,664.69	11,046.75	12,051.00
740 · Payroll Taxes	1,114.27	1,416.66	14,819.66	15,583.34	17,000.00
741 · Payroll - Holiday Bonuses	0.00	125.00	1,561.04	1,375.00	1,500.00
742 · Holiday Pay	0.00	0.00	1,540.00	0.00	0.00
743 · Payroll Fees	21.00	37.50	369.00	412.50	450.00
746 · Payroll - Operations Manager	3,707.00	2,511.16	40,430.75	27,622.84	30,134.00
748 · Payroll - Radio Manager	2,755.50	2,841.59	31,290.82	31,257.41	34,099.00
749 · Payroll - Access Coordinator	0.00	1,882.34	0.00	20,705.66	22,588.00
756 · Payroll - Access Supervisor	1,695.75	2,362.50	21,229.07	9,868.50	12,042.00
757 · Payroll-Membership Supervisor	3,215.00	1,975.00	32,805.00	8,870.00	11,070.00
Total 731 · Payroll Expense	<u>15,590.82</u>	<u>20,848.34</u>	<u>185,976.81</u>	<u>200,357.66</u>	<u>221,242.00</u>
150 · Suspense	0.00		0.00	0.00	0.00
610 · Accounting	467.45	316.66	6,985.78	3,483.34	3,800.00
611 · Annual Audit and Tax Return	0.00	833.34	11,784.00	9,166.66	10,000.00
612 · Advertising	0.00	208.34	0.00	2,291.66	2,500.00
613 · Advertising - Employees	0.00	12.50	75.00	137.50	150.00
615 · Travel Expenses	0.00	41.66	32.60	458.34	500.00
626 · Merchant Fees	0.00	29.16	53.67	320.84	350.00
628 · Board Development	0.00	16.66	124.65	183.34	200.00
640 · Conference Expenses	0.00	50.00	42.72	550.00	600.00
642 · Conference Travel	0.00	58.34	0.00	641.66	700.00
645 · Computer Software-Office	0.00	50.00	619.87	550.00	600.00
646 · Maintenance-Office Equipt.	0.00	12.50	0.00	137.50	150.00
650 · Depreciation Expense	0.00	2,007.66	0.00	22,084.34	24,092.00
655 · Donations	0.00	0.00	0.00	0.00	0.00

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660 · Dues & Subscriptions	14.06	37.50	560.36	412.50	450.00
665 · Meals	0.00	29.16	179.62	320.84	350.00
675 · Equipment Parts & Supplies	0.00	416.66	3,218.91	4,583.34	5,000.00
685 · Equipment Repairs	0.00	12.50	0.00	137.50	150.00
690 · Insurance	0.00	458.34	5,116.09	5,041.66	5,500.00
692 · Insurance - Workmans Comp	0.00	175.00	1,516.00	1,925.00	2,100.00
695 · Legal	0.00	83.34	0.00	916.66	1,000.00
700 · Licenses & Permits	0.00	12.50	249.00	137.50	150.00
710 · Facility Maintenance	94.00	125.00	1,191.51	1,375.00	1,500.00
712 · Mileage Reimbursement	0.00	20.84	389.20	229.16	250.00
715 · Meetings	0.00	4.16	132.00	45.84	50.00
720 · Miscellaneous	0.00	8.34	0.00	91.66	100.00
725 · Office Supplies	0.00	125.00	1,957.38	1,375.00	1,500.00
728 · Operational Services	0.00	12.50	247.50	137.50	150.00
730 · Outside Services	0.00	12.50	0.00	137.50	150.00
744 · Payroll - Outreach Coord	0.00	0.00	0.00	0.00	0.00
750 · Postage	0.00	20.84	321.05	229.16	250.00
751 · Post Box Rental	0.00		134.00	120.00	120.00
755 · PCA Printing	0.00	29.16	116.78	320.84	350.00
765 · Promotion	0.00	100.00	408.19	1,100.00	1,200.00
775 · Rent	2,490.00	2,420.00	27,180.00	26,410.00	28,830.00
780 · Refunds	0.00	2.91	0.00	32.09	35.00
790 · Satellite Expenses	0.00		0.00	0.00	0.00
800 · Security	377.94	120.00	1,511.76	1,320.00	1,440.00
804 · Staff Development	0.00	16.66	0.00	183.34	200.00
805 · Storage	90.00	60.00	990.00	660.00	720.00
830 · Taxes	0.00	14.59	-38.72	160.41	175.00
836 · Cable, Internet, Telephone	239.61	208.34	2,687.56	2,291.66	2,500.00
837 · Cell Phone	0.00	0.00	0.00	0.00	0.00
838 · Internet-City	178.59	175.00	1,933.11	1,925.00	2,100.00
880 · Utilities	297.43	375.00	4,891.26	4,125.00	4,500.00
885 · Volunteer Program	0.00		0.00	0.00	0.00
890 · Web Expenses	0.00	41.66	255.00	458.34	500.00
895 · Penalty Pay	0.00		82.00		
Total Expense	19,839.90	29,602.66	260,924.66	296,565.34	326,204.00
Net Ordinary Income	37,366.17	-8,545.14	3,875.14	-64,932.86	-73,514.00
Other Income/Expense					
Other Income					
910 · Radio Income					
911 · Contributions - Unrestricted	0.00	166.66	1,246.27	1,833.34	2,000.00
913 · Underwriting-Radio	0.00	833.34	0.00	9,166.66	10,000.00
914 · Grants-Radio	0.00	416.66	0.00	4,583.34	5,000.00
915 · Workshop Fees-Radio	0.00	25.00	0.00	275.00	300.00
916 · Production Services	0.00	29.16	0.00	320.84	350.00
918 · Event Income	0.00	541.66	0.00	5,958.34	6,500.00
919 · Event Sponsorship	0.00	83.34	0.00	916.66	1,000.00
Total 910 · Radio Income	0.00	2,095.82	1,246.27	23,054.18	25,150.00
Total Other Income	0.00	2,095.82	1,246.27	23,054.18	25,150.00
Other Expense					
920 · Radio Expenses					

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921 · Operational Expenses	0.00	25.00	0.00	275.00	300.00
922 · Outside Services - Radio	0.00	29.16	0.00	320.84	350.00
926 · Licenses, Subscrp & Memberships	0.00	108.34	1,330.15	1,191.66	1,300.00
927 · Equipment Parts & Supplies	0.00	416.66	206.30	4,583.34	5,000.00
928 · Equipment Maintenance	0.00	16.66	0.00	183.34	200.00
929 · Production Supplies	0.00	8.34	0.00	91.66	100.00
930 · Training Materials	0.00	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	50.00	440.00	550.00	600.00
937 · STL	0.00	125.00	1,245.00	1,375.00	1,500.00
938 · Streaming Services	184.50	191.66	2,029.50	2,108.34	2,300.00
939 · Automation Services	49.00	83.34	539.00	916.66	1,000.00
952 · Advertising	0.00	70.84	0.00	779.16	850.00
953 · Printing	0.00	58.34	0.00	641.66	700.00
954 · Fundraising Services	0.00	0.00	0.00	0.00	0.00
955 · Event Services	0.00	41.66	0.00	458.34	500.00
956 · Event Supplies	0.00	166.66	840.80	1,833.34	2,000.00
957 · Event Rentals	0.00	54.16	0.00	595.84	650.00
Total 920 · Radio Expenses	<u>273.50</u>	<u>1,458.32</u>	<u>6,630.75</u>	<u>16,041.68</u>	<u>17,500.00</u>
Total Other Expense	<u>273.50</u>	<u>1,458.32</u>	<u>6,630.75</u>	<u>16,041.68</u>	<u>17,500.00</u>
Net Other Income	<u>-273.50</u>	<u>637.50</u>	<u>-5,384.48</u>	<u>7,012.50</u>	<u>7,650.00</u>
Net Income	<u><u>37,092.67</u></u>	<u><u>-7,907.64</u></u>	<u><u>-1,509.34</u></u>	<u><u>-57,920.36</u></u>	<u><u>-65,864.00</u></u>