

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

	<u>Oct 20</u>	<u>Budget</u>	<u>Jul - Oct 20</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
510 · Community Access Fees	0.00	19,166.67	56,537.79	76,666.68	230,000.00
512 · Contributions- Unrestricted	20.00	583.33	95.00	2,333.32	7,000.00
513 · Contributions- Restricted	0.00	0.00	0.00	0.00	0.00
515 · Grants	0.00	833.33	0.00	3,333.32	10,000.00
520 · Government Taping Fees	2,257.50	2,083.33	9,172.50	8,333.32	25,000.00
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
536 · Underwriting	0.00	833.33	0.00	3,333.32	10,000.00
540 · Membership Dues	800.00	833.33	2,325.00	3,333.32	10,000.00
545 · DVD Sales	0.00	0.00	0.00	0.00	0.00
550 · Interest Income	1.70	8.33	7.35	33.32	100.00
555 · Late Fees	0.00	2.08	0.00	8.32	25.00
590 · Sales Income	0.00	0.00	0.00	0.00	0.00
591 · PCA Service Income	0.00	0.00	0.00	0.00	0.00
Total Income	<u>3,079.20</u>	<u>24,381.23</u>	<u>68,137.64</u>	<u>97,524.92</u>	<u>292,575.00</u>
Gross Profit	3,079.20	24,381.23	68,137.64	97,524.92	292,575.00
Expense					
731 · Payroll Expense					
736 · Payroll - Program Director	0.00	0.00	0.00	0.00	0.00
737 · Payroll - Membership Coord	0.00	0.00	0.00	0.00	0.00
738 · Payroll - Executive Director	3,333.31	3,833.33	11,708.29	15,333.32	46,000.00
739 · Payroll - Access Asistants	1,183.52	1,358.33	4,144.07	5,433.32	16,300.00
740 · Payroll Taxes	1,145.37	1,541.67	4,756.90	6,166.68	18,500.00
741 · Payroll - Holiday Bonuses	0.00	125.00	0.00	500.00	1,500.00
742 · Holiday Pay	0.00	208.33	542.00	833.32	2,500.00
743 · Payroll Fees	28.00	37.50	115.50	150.00	450.00
746 · Payroll - Operations Manager	3,894.00	3,666.67	16,208.50	14,666.68	44,000.00
748 · Payroll - Radio Manager	2,684.00	2,833.33	10,290.50	11,333.32	34,000.00
749 · Payroll - Access Coordinator	0.00	0.00	0.00	0.00	0.00
756 · Payroll - Access Supervisor	0.00	833.33	4,458.91	3,333.32	10,000.00
757 · Payroll-Membership Supervisor	3,428.25	3,208.33	13,435.00	12,833.32	38,500.00
Total 731 · Payroll Expense	<u>15,696.45</u>	<u>17,645.82</u>	<u>65,659.67</u>	<u>70,583.28</u>	<u>211,750.00</u>
150 · Suspense	0.00	0.00	0.00	0.00	0.00
610 · Accounting	594.65	316.67	2,737.30	1,266.68	3,800.00
611 · Annual Audit and Tax Return	0.00	333.33	2,500.00	1,333.32	4,000.00
612 · Advertising	0.00	125.00	0.00	500.00	1,500.00
613 · Advertising - Employees	0.00	0.00	0.00	0.00	0.00
615 · Travel Expenses	2.70	0.00	2.70	0.00	0.00
626 · Merchant Fees	5.40	29.17	28.74	116.68	350.00
628 · Board Development	0.00	16.67	0.00	66.68	200.00
640 · Conference Expenses	0.00	0.00	0.00	0.00	0.00
642 · Conference Travel	0.00	0.00	0.00	0.00	0.00

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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	0.00	0.00	0.00	0.00
655 · Donations	0.00	0.00	0.00	0.00	0.00
660 · Dues & Subscriptions	14.06	37.50	525.84	150.00	450.00
665 · Meals	0.00	41.67	0.00	166.68	500.00
670 · Employee Benefits	0.00	1,500.00	0.00	6,000.00	18,000.00
675 · Equipment Parts & Supplies	0.00	416.67	0.00	1,666.68	5,000.00
685 · Equipment Repairs	0.00	12.50	0.00	50.00	150.00
690 · Insurance	0.00	458.33	6,403.20	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	0.00	50.00	150.00
710 · Facility Maintenance	94.00	125.00	376.00	500.00	1,500.00
712 · Mileage Reimbursement	0.00	20.83	109.37	83.32	250.00
715 · Meetings	0.00	4.17	0.00	16.68	50.00
720 · Miscellaneous	0.00	0.00	0.00	0.00	0.00
725 · Office Supplies	38.00	125.00	280.28	500.00	1,500.00
728 · Operational Services	0.00	12.50	0.00	50.00	150.00
730 · Outside Services	0.00	12.50	0.00	50.00	150.00
744 · Payroll - Outreach Coord	0.00	0.00	0.00	0.00	0.00
745 · Payroll - Radio Coordinator	0.00	0.00	0.00	0.00	0.00
750 · Postage	0.00	29.17	116.45	116.68	350.00
751 · Post Box Rental	148.00	11.25	148.00	45.00	135.00
755 · PCA Printing	0.00	29.17	0.00	116.68	350.00
765 · Promotion	233.95	100.00	233.95	400.00	1,200.00
775 · Rent	2,564.70	2,539.83	10,034.70	10,159.32	30,478.00
780 · Refunds	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	90.00	360.00	360.00	1,080.00
830 · Taxes	0.00	14.58	0.00	58.32	175.00
836 · Cable, Internet, Telephone	169.02	250.00	1,049.80	1,000.00	3,000.00
837 · Cell Phone	0.00	0.00	0.00	0.00	0.00
838 · Internet-City	177.14	176.25	708.58	705.00	2,115.00
880 · Utilities	357.29	458.33	1,434.00	1,833.32	5,500.00
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
895 · Penalty Pay	0.00	0.00	31.00	0.00	0.00
Total Expense	<u>20,185.36</u>	<u>25,443.58</u>	<u>93,372.52</u>	<u>101,774.32</u>	<u>305,323.00</u>
Net Ordinary Income	-17,106.16	-1,062.35	-25,234.88	-4,249.40	-12,748.00
Other Income/Expense					
Other Income					
910 · Radio Income					

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911 · Contributions - Unrestricted	0.00	250.00	0.00	1,000.00	3,000.00
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	666.67	0.00	2,666.68	8,000.00
919 · Event Sponsorship	0.00	166.67	0.00	666.68	2,000.00
Total 910 · Radio Income	<u>0.00</u>	<u>2,387.51</u>	<u>0.00</u>	<u>9,550.04</u>	<u>28,650.00</u>
896 · Miscellaneous Income	0.00	8.33	0.00	33.32	100.00
Total Other Income	<u>0.00</u>	<u>2,395.84</u>	<u>0.00</u>	<u>9,583.36</u>	<u>28,750.00</u>
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, Subscrip & Memberships	775.00	108.33	875.09	433.32	1,300.00
927 · Equipment Parts & Supplies	0.00	416.67	210.01	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	41.67	160.00	166.68	500.00
937 · STL	124.50	135.00	498.00	540.00	1,620.00
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	0.00	666.68	2,000.00
957 · Event Rentals	0.00	54.17	0.00	216.68	650.00
Total 920 · Radio Expenses	<u>1,173.00</u>	<u>1,460.01</u>	<u>2,677.10</u>	<u>5,840.04</u>	<u>17,520.00</u>
Total Other Expense	<u>1,173.00</u>	<u>1,460.01</u>	<u>2,677.10</u>	<u>5,840.04</u>	<u>17,520.00</u>
Net Other Income	<u>-1,173.00</u>	<u>935.83</u>	<u>-2,677.10</u>	<u>3,743.32</u>	<u>11,230.00</u>
Net Income	<u><u>-18,279.16</u></u>	<u><u>-126.52</u></u>	<u><u>-27,911.98</u></u>	<u><u>-506.08</u></u>	<u><u>-1,518.00</u></u>