

Petaluma Community Access, Inc.
Profit & Loss Budget Performance

November 2020

	<u>Nov 20</u>	<u>Budget</u>	<u>Jul - Nov 20</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
510 · Community Access Fees	54,948.50	19,166.67	111,486.29	95,833.35	230,000.00
512 · Contributions- Unrestricted	100.00	583.33	195.00	2,916.65	7,000.00
513 · Contributions- Restricted	0.00	0.00	0.00	0.00	0.00
515 · Grants	0.00	833.33	0.00	4,166.65	10,000.00
520 · Government Taping Fees	3,725.00	2,083.33	12,897.50	10,416.65	25,000.00
525 · Production Services Income	0.00	20.83	0.00	104.15	250.00
530 · Workshop Fees	0.00	16.67	0.00	83.35	200.00
536 · Underwriting	0.00	833.33	0.00	4,166.65	10,000.00
540 · Membership Dues	175.00	833.33	2,500.00	4,166.65	10,000.00
545 · DVD Sales	0.00	0.00	0.00	0.00	0.00
550 · Interest Income	1.66	8.33	9.01	41.65	100.00
555 · Late Fees	0.00	2.08	0.00	10.40	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	58,950.16	24,381.23	127,087.80	121,906.15	292,575.00
Gross Profit	58,950.16	24,381.23	127,087.80	121,906.15	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	2,875.00	3,833.33	14,583.29	19,166.65	46,000.00
739 · Payroll - Access Asistants	808.89	1,358.33	4,952.96	6,791.65	16,300.00
740 · Payroll Taxes	1,035.11	1,541.67	5,792.01	7,708.35	18,500.00
741 · Payroll - Holiday Bonuses	0.00	125.00	0.00	625.00	1,500.00
742 · Holiday Pay	0.00	208.33	542.00	1,041.65	2,500.00
743 · Payroll Fees	24.50	37.50	140.00	187.50	450.00
746 · Payroll - Operations Manager	3,547.50	3,666.67	19,756.00	18,333.35	44,000.00
748 · Payroll - Radio Manager	2,711.50	2,833.33	13,002.00	14,166.65	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	4,166.65	10,000.00
757 · Payroll-Membership Supervisor	3,281.25	3,208.33	16,716.25	16,041.65	38,500.00
Total 731 · Payroll Expense	14,283.75	17,645.82	79,943.42	88,229.10	211,750.00
150 · Suspense	0.00	0.00	0.00	0.00	0.00
610 · Accounting	0.00	316.67	2,737.30	1,583.35	3,800.00
611 · Annual Audit and Tax Return	0.00	333.33	3,695.00	1,666.65	4,000.00
612 · Advertising	0.00	125.00	0.00	625.00	1,500.00
613 · Advertising - Employees	0.00	0.00	0.00	0.00	0.00
615 · Travel Expenses	0.00	0.00	2.70	0.00	0.00
626 · Merchant Fees	8.76	29.17	37.50	145.85	350.00
628 · Board Development	0.00	16.67	0.00	83.35	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	250.00	50.00	250.00	250.00	600.00
646 · Maintenance-Office Equipt.	0.00	12.50	0.00	62.50	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	539.90	187.50	450.00
665 · Meals	0.00	41.67	0.00	208.35	500.00
670 · Employee Benefits	0.00	1,500.00	0.00	7,500.00	18,000.00
675 · Equipment Parts & Supplies	0.00	416.67	0.00	2,083.35	5,000.00
685 · Equipment Repairs	0.00	12.50	0.00	62.50	150.00
690 · Insurance	0.00	458.33	6,403.20	2,291.65	5,500.00
692 · Insurance - Workmans Comp	0.00	175.00	0.00	875.00	2,100.00
695 · Legal	0.00	83.33	0.00	416.65	1,000.00
700 · Licenses & Permits	0.00	12.50	0.00	62.50	150.00
710 · Facility Maintenance	94.00	125.00	470.00	625.00	1,500.00
712 · Mileage Reimbursement	0.00	20.83	109.37	104.15	250.00
715 · Meetings	0.00	4.17	0.00	20.85	50.00
720 · Miscellaneous	0.00	0.00	0.00	0.00	0.00
725 · Office Supplies	0.00	125.00	280.28	625.00	1,500.00
728 · Operational Services	0.00	12.50	0.00	62.50	150.00
730 · Outside Services	0.00	12.50	0.00	62.50	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	145.85	350.00
751 · Post Box Rental	0.00	11.25	148.00	56.25	135.00
755 · PCA Printing	0.00	29.17	0.00	145.85	350.00
765 · Promotion	0.00	100.00	233.95	500.00	1,200.00
775 · Rent	2,564.70	2,539.83	12,599.40	12,699.15	30,478.00
780 · Refunds	0.00	0.00	0.00	0.00	0.00
800 · Security	377.94	120.00	755.88	600.00	1,440.00
804 · Staff Development	0.00	16.67	0.00	83.35	200.00
805 · Storage	90.00	90.00	450.00	450.00	1,080.00
830 · Taxes	0.00	14.58	0.00	72.90	175.00
836 · Cable, Internet, Telephone	185.25	250.00	1,235.05	1,250.00	3,000.00
837 · Cell Phone	0.00	0.00	0.00	0.00	0.00
838 · Internet-City	177.14	176.25	885.72	881.25	2,115.00
880 · Utilities	312.05	458.33	1,746.05	2,291.65	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	208.35	500.00
895 · Penalty Pay	0.00	0.00	31.00	0.00	0.00
Total Expense	18,357.65	25,443.58	112,925.17	127,217.90	305,323.00
Net Ordinary Income	40,592.51	-1,062.35	14,162.63	-5,311.75	-12,748.00
Other Income/Expense					
Other Income					
910 · Radio Income					

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911 · Contributions - Unrestricted	0.00	250.00	0.00	1,250.00	3,000.00
913 · Underwriting-Radio	0.00	833.33	0.00	4,166.65	10,000.00
914 · Grants-Radio	0.00	416.67	0.00	2,083.35	5,000.00
915 · Workshop Fees-Radio	0.00	25.00	0.00	125.00	300.00
916 · Production Services	0.00	29.17	0.00	145.85	350.00
918 · Event Income	0.00	666.67	0.00	3,333.35	8,000.00
919 · Event Sponsorship	0.00	166.67	0.00	833.35	2,000.00
Total 910 · Radio Income	0.00	2,387.51	0.00	11,937.55	28,650.00
896 · Miscellaneous Income	0.00	8.33	0.00	41.65	100.00
Total Other Income	0.00	2,395.84	0.00	11,979.20	28,750.00
Other Expense					
920 · Radio Expenses					
921 · Operational Expenses	0.00	25.00	0.00	125.00	300.00
922 · Outside Services - Radio	0.00	29.17	0.00	145.85	350.00
926 · Licenses, Subscrip & Memberships	0.00	108.33	875.09	541.65	1,300.00
927 · Equipment Parts & Supplies	0.00	416.67	210.01	2,083.35	5,000.00
928 · Equipment Maintenance	0.00	16.67	0.00	83.35	200.00
929 · Production Supplies	0.00	8.33	0.00	41.65	100.00
930 · Training Materials	0.00	0.00	0.00	0.00	0.00
931 · Computer Software	0.00	12.50	0.00	62.50	150.00
936 · Remote Access	40.00	41.67	200.00	208.35	500.00
937 · STL	124.50	135.00	622.50	675.00	1,620.00
938 · Streaming Services	184.50	191.67	922.50	958.35	2,300.00
939 · Automation Services	49.00	83.33	245.00	416.65	1,000.00
952 · Advertising	0.00	70.83	0.00	354.15	850.00
953 · Printing	0.00	58.33	0.00	291.65	700.00
954 · Fundraising Services	0.00	0.00	0.00	0.00	0.00
955 · Event Services	0.00	41.67	0.00	208.35	500.00
956 · Event Supplies	0.00	166.67	0.00	833.35	2,000.00
957 · Event Rentals	0.00	54.17	0.00	270.85	650.00
Total 920 · Radio Expenses	398.00	1,460.01	3,075.10	7,300.05	17,520.00
Total Other Expense	398.00	1,460.01	3,075.10	7,300.05	17,520.00
Net Other Income	-398.00	935.83	-3,075.10	4,679.15	11,230.00
Net Income	40,194.51	-126.52	11,087.53	-632.60	-1,518.00