

Petaluma Community Access, Inc.
Profit & Loss Budget Performance
February 2021

	<u>Feb 21</u>	<u>Budget</u>	<u>Jul '20 - Feb 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
510 · Community Access Fees	51,885.99	19,166.67	163,372.28	153,333.36	230,000.00
512 · Contributions- Unrestricted	416.49	583.33	781.49	4,666.64	7,000.00
513 · Contributions- Restricted	0.00	0.00	0.00	0.00	0.00
515 · Grants	0.00	833.33	0.00	6,666.64	10,000.00
520 · Government Taping Fees	0.00	2,083.33	16,590.00	16,666.64	25,000.00
525 · Production Services Income	0.00	20.83	0.00	166.64	250.00
530 · Workshop Fees	0.00	16.67	0.00	133.36	200.00
536 · Underwriting	0.00	833.33	0.00	6,666.64	10,000.00
540 · Membership Dues	503.00	833.33	3,884.00	6,666.64	10,000.00
545 · DVD Sales	0.00	0.00	0.00	0.00	0.00
550 · Interest Income	1.16	8.33	13.13	66.64	100.00
555 · Late Fees	0.00	2.08	0.00	16.64	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>52,806.64</u>	<u>24,381.23</u>	<u>184,640.90</u>	<u>195,049.84</u>	<u>292,575.00</u>
Gross Profit	52,806.64	24,381.23	184,640.90	195,049.84	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	23,208.29	30,666.64	46,000.00
739 · Payroll - Access Asistants	1,468.64	1,358.33	9,056.50	10,866.64	16,300.00
740 · Payroll Taxes	1,374.76	1,541.67	9,710.39	12,333.36	18,500.00
741 · Payroll - Holiday Bonuses	0.00	125.00	1,578.56	1,000.00	1,500.00
742 · Holiday Pay	168.00	208.33	1,214.00	1,666.64	2,500.00
743 · Payroll Fees	21.00	37.50	217.00	300.00	450.00
746 · Payroll - Operations Manager	3,520.00	3,666.67	30,800.00	29,333.36	44,000.00
748 · Payroll - Radio Manager	2,651.00	2,833.33	21,378.50	22,666.64	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	6,666.64	10,000.00
757 · Payroll-Membership Supervisor	3,150.00	3,208.33	26,449.75	25,666.64	38,500.00
Total 731 · Payroll Expense	<u>15,228.40</u>	<u>17,645.82</u>	<u>128,071.90</u>	<u>141,166.56</u>	<u>211,750.00</u>
150 · Suspense	0.00	0.00	0.00	0.00	0.00
610 · Accounting	395.50	316.67	4,543.85	2,533.36	3,800.00
611 · Annual Audit and Tax Return	0.00	333.33	3,695.00	2,666.64	4,000.00
612 · Advertising	0.00	125.00	0.00	1,000.00	1,500.00
613 · Advertising - Employees	0.00	0.00	0.00	0.00	0.00
615 · Travel Expenses	8.25	0.00	14.95	0.00	0.00
626 · Merchant Fees	4.31	29.17	56.99	233.36	350.00
628 · Board Development	0.00	16.67	0.00	133.36	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	249.99	50.00	739.79	400.00	600.00
646 · Maintenance-Office Equipt.	0.00	12.50	0.00	100.00	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	582.08	300.00	450.00
665 · Meals	0.00	41.67	0.00	333.36	500.00
670 · Employee Benefits	0.00	1,500.00	0.00	12,000.00	18,000.00
675 · Equipment Parts & Supplies	0.00	416.67	59.74	3,333.36	5,000.00
685 · Equipment Repairs	0.00	12.50	0.00	100.00	150.00
690 · Insurance	0.00	458.33	6,403.20	3,666.64	5,500.00
692 · Insurance - Workmans Comp	0.00	175.00	1,145.00	1,400.00	2,100.00
695 · Legal	0.00	83.33	0.00	666.64	1,000.00
700 · Licenses & Permits	0.00	12.50	4.00	100.00	150.00
710 · Facility Maintenance	94.00	125.00	752.00	1,000.00	1,500.00
712 · Mileage Reimbursement	0.00	20.83	112.37	166.64	250.00
715 · Meetings	0.00	4.17	0.00	33.36	50.00
720 · Miscellaneous	0.00	0.00	0.00	0.00	0.00
725 · Office Supplies	388.82	125.00	775.51	1,000.00	1,500.00
728 · Operational Services	0.00	12.50	0.00	100.00	150.00
730 · Outside Services	0.00	12.50	0.00	100.00	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	55.00	29.17	210.15	233.36	350.00
751 · Post Box Rental	0.00	11.25	148.00	90.00	135.00
755 · PCA Printing	0.00	29.17	141.33	233.36	350.00
765 · Promotion	0.00	100.00	233.95	800.00	1,200.00
775 · Rent	2,564.70	2,539.83	20,293.50	20,318.64	30,478.00
780 · Refunds	0.00	0.00	0.00	0.00	0.00
800 · Security	377.94	120.00	1,133.82	960.00	1,440.00
804 · Staff Development	0.00	16.67	0.00	133.36	200.00
805 · Storage	90.00	90.00	720.00	720.00	1,080.00
830 · Taxes	0.00	14.58	29.00	116.64	175.00
836 · Cable, Internet, Telephone	137.96	250.00	1,998.38	2,000.00	3,000.00
837 · Cell Phone	0.00	0.00	0.00	0.00	0.00
838 · Internet-City	0.00	176.25	1,274.46	1,410.00	2,115.00
880 · Utilities	299.94	458.33	2,586.46	3,666.64	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	333.36	500.00
895 · Penalty Pay	0.00	0.00	31.00	0.00	0.00
Total Expense	19,908.87	25,443.58	176,011.43	203,548.64	305,323.00
Net Ordinary Income	32,897.77	-1,062.35	8,629.47	-8,498.80	-12,748.00
Other Income/Expense					
Other Income					
910 · Radio Income					

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911 · Contributions - Unrestricted	0.00	250.00	0.00	2,000.00	3,000.00
913 · Underwriting-Radio	0.00	833.33	0.00	6,666.64	10,000.00
914 · Grants-Radio	0.00	416.67	0.00	3,333.36	5,000.00
915 · Workshop Fees-Radio	0.00	25.00	0.00	200.00	300.00
916 · Production Services	0.00	29.17	0.00	233.36	350.00
918 · Event Income	0.00	666.67	0.00	5,333.36	8,000.00
919 · Event Sponsorship	0.00	166.67	0.00	1,333.36	2,000.00
Total 910 · Radio Income	<u>0.00</u>	<u>2,387.51</u>	<u>0.00</u>	<u>19,100.08</u>	<u>28,650.00</u>
896 · Miscellaneous Income	0.00	8.33	0.00	66.64	100.00
Total Other Income	<u>0.00</u>	<u>2,395.84</u>	<u>0.00</u>	<u>19,166.72</u>	<u>28,750.00</u>
Other Expense					
920 · Radio Expenses					
921 · Operational Expenses	0.00	25.00	0.00	200.00	300.00
922 · Outside Services - Radio	0.00	29.17	0.00	233.36	350.00
926 · Licenses, Subscrip & Memberships	0.00	108.33	1,248.09	866.64	1,300.00
927 · Equipment Parts & Supplies	0.00	416.67	250.48	3,333.36	5,000.00
928 · Equipment Maintenance	0.00	16.67	0.00	133.36	200.00
929 · Production Supplies	0.00	8.33	0.00	66.64	100.00
930 · Training Materials	0.00	0.00	0.00	0.00	0.00
931 · Computer Software	0.00	12.50	0.00	100.00	150.00
936 · Remote Access	40.00	41.67	320.00	333.36	500.00
937 · STL	124.50	135.00	996.00	1,080.00	1,620.00
938 · Streaming Services	184.50	191.67	1,476.00	1,533.36	2,300.00
939 · Automation Services	49.00	83.33	392.00	666.64	1,000.00
952 · Advertising	0.00	70.83	0.00	566.64	850.00
953 · Printing	0.00	58.33	0.00	466.64	700.00
954 · Fundraising Services	0.00	0.00	0.00	0.00	0.00
955 · Event Services	0.00	41.67	0.00	333.36	500.00
956 · Event Supplies	0.00	166.67	27.00	1,333.36	2,000.00
957 · Event Rentals	0.00	54.17	0.00	433.36	650.00
Total 920 · Radio Expenses	<u>398.00</u>	<u>1,460.01</u>	<u>4,709.57</u>	<u>11,680.08</u>	<u>17,520.00</u>
Total Other Expense	<u>398.00</u>	<u>1,460.01</u>	<u>4,709.57</u>	<u>11,680.08</u>	<u>17,520.00</u>
Net Other Income	<u>-398.00</u>	<u>935.83</u>	<u>-4,709.57</u>	<u>7,486.64</u>	<u>11,230.00</u>
Net Income	<u><u>32,499.77</u></u>	<u><u>-126.52</u></u>	<u><u>3,919.90</u></u>	<u><u>-1,012.16</u></u>	<u><u>-1,518.00</u></u>