

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

	<u>Mar 21</u>	<u>Budget</u>	<u>Jul '20 - Mar 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
510 · Community Access Fees	0.00	19,166.66	163,372.28	172,500.02	230,000.00
512 · Contributions- Unrestricted	100.00	583.34	881.49	5,249.98	7,000.00
513 · Contributions- Restricted	0.00	0.00	0.00	0.00	0.00
515 · Grants	0.00	833.34	0.00	7,499.98	10,000.00
520 · Government Taping Fees	875.00	2,083.34	17,465.00	18,749.98	25,000.00
525 · Production Services Income	0.00	20.84	0.00	187.48	250.00
530 · Workshop Fees	0.00	16.66	0.00	150.02	200.00
536 · Underwriting	0.00	833.34	0.00	7,499.98	10,000.00
540 · Membership Dues	225.00	833.34	4,109.00	7,499.98	10,000.00
545 · DVD Sales	0.00	0.00	0.00	0.00	0.00
550 · Interest Income	1.28	8.34	14.41	74.98	100.00
555 · Late Fees	0.00	2.09	0.00	18.73	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>1,201.28</u>	<u>24,381.29</u>	<u>185,842.18</u>	<u>219,431.13</u>	<u>292,575.00</u>
Gross Profit	1,201.28	24,381.29	185,842.18	219,431.13	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	3,833.34	26,083.29	34,499.98	46,000.00
739 · Payroll - Access Asistants	1,499.64	1,358.34	10,556.14	12,224.98	16,300.00
740 · Payroll Taxes	1,271.42	1,541.66	10,981.81	13,875.02	18,500.00
741 · Payroll - Holiday Bonuses	0.00	125.00	1,578.56	1,125.00	1,500.00
742 · Holiday Pay	0.00	208.34	1,214.00	1,874.98	2,500.00
743 · Payroll Fees	24.50	37.50	241.50	337.50	450.00
746 · Payroll - Operations Manager	3,508.50	3,666.66	34,308.50	33,000.02	44,000.00
748 · Payroll - Radio Manager	2,475.00	2,833.34	23,853.50	25,499.98	34,000.00
749 · Payroll - Access Coordinator	0.00	0.00	0.00	0.00	0.00
756 · Payroll - Access Supervisor	0.00	833.34	4,458.91	7,499.98	10,000.00
757 · Payroll-Membership Supervisor	3,129.00	3,208.34	29,578.75	28,874.98	38,500.00
Total 731 · Payroll Expense	<u>14,783.06</u>	<u>17,645.86</u>	<u>142,854.96</u>	<u>158,812.42</u>	<u>211,750.00</u>
150 · Suspense	0.00	0.00	0.00	0.00	0.00
610 · Accounting	466.60	316.66	5,010.45	2,850.02	3,800.00
611 · Annual Audit and Tax Return	0.00	333.34	5,000.00	2,999.98	4,000.00
612 · Advertising	0.00	125.00	0.00	1,125.00	1,500.00
613 · Advertising - Employees	0.00	0.00	0.00	0.00	0.00
615 · Travel Expenses	0.00	0.00	14.95	0.00	0.00
626 · Merchant Fees	2.04	29.16	59.03	262.52	350.00
628 · Board Development	0.00	16.66	0.00	150.02	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	739.79	450.00	600.00
646 · Maintenance-Office Equipmt.	0.00	12.50	0.00	112.50	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	596.14	337.50	450.00
665 · Meals	0.00	41.66	0.00	375.02	500.00
670 · Employee Benefits	0.00	1,500.00	0.00	13,500.00	18,000.00
675 · Equipment Parts & Supplies	0.00	416.66	59.74	3,750.02	5,000.00
685 · Equipment Repairs	0.00	12.50	0.00	112.50	150.00
690 · Insurance	0.00	458.34	6,403.20	4,124.98	5,500.00
692 · Insurance - Workmans Comp	-113.00	175.00	1,032.00	1,575.00	2,100.00
695 · Legal	0.00	83.34	0.00	749.98	1,000.00
700 · Licenses & Permits	0.00	12.50	4.00	112.50	150.00
710 · Facility Maintenance	94.00	125.00	846.00	1,125.00	1,500.00
712 · Mileage Reimbursement	0.00	20.84	112.37	187.48	250.00
715 · Meetings	0.00	4.16	0.00	37.52	50.00
720 · Miscellaneous	0.00	0.00	0.00	0.00	0.00
725 · Office Supplies	0.00	125.00	775.51	1,125.00	1,500.00
728 · Operational Services	0.00	12.50	0.00	112.50	150.00
730 · Outside Services	0.00	12.50	0.00	112.50	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	29.16	210.15	262.52	350.00
751 · Post Box Rental	0.00	11.25	148.00	101.25	135.00
755 · PCA Printing	0.00	29.16	141.33	262.52	350.00
765 · Promotion	0.00	100.00	233.95	900.00	1,200.00
775 · Rent	2,564.70	2,539.84	22,858.20	22,858.48	30,478.00
780 · Refunds	0.00	0.00	0.00	0.00	0.00
800 · Security	0.00	120.00	1,133.82	1,080.00	1,440.00
804 · Staff Development	0.00	16.66	0.00	150.02	200.00
805 · Storage	460.00	90.00	1,180.00	810.00	1,080.00
830 · Taxes	0.00	14.59	29.00	131.23	175.00
836 · Cable, Internet, Telephone	137.91	250.00	2,194.90	2,250.00	3,000.00
837 · Cell Phone	0.00	0.00	0.00	0.00	0.00
838 · Internet-City	211.60	176.25	1,697.66	1,586.25	2,115.00
880 · Utilities	306.42	458.34	2,892.88	4,124.98	5,500.00
885 · Volunteer Program	0.00	0.00	0.00	0.00	0.00
890 · Web Expenses	0.00	41.66	255.00	375.02	500.00
895 · Penalty Pay	0.00	0.00	31.00	0.00	0.00
Total Expense	18,927.39	25,443.59	196,514.03	228,992.23	305,323.00
Net Ordinary Income	-17,726.11	-1,062.30	-10,671.85	-9,561.10	-12,748.00
Other Income/Expense					
Other Income					
910 · Radio Income					

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911 · Contributions - Unrestricted	0.00	250.00	0.00	2,250.00	3,000.00
913 · Underwriting-Radio	0.00	833.34	0.00	7,499.98	10,000.00
914 · Grants-Radio	0.00	416.66	0.00	3,750.02	5,000.00
915 · Workshop Fees-Radio	0.00	25.00	0.00	225.00	300.00
916 · Production Services	0.00	29.16	0.00	262.52	350.00
918 · Event Income	0.00	666.66	0.00	6,000.02	8,000.00
919 · Event Sponsorship	0.00	166.66	0.00	1,500.02	2,000.00
Total 910 · Radio Income	<u>0.00</u>	<u>2,387.48</u>	<u>0.00</u>	<u>21,487.56</u>	<u>28,650.00</u>
896 · Miscellaneous Income	0.00	8.34	0.00	74.98	100.00
Total Other Income	<u>0.00</u>	<u>2,395.82</u>	<u>0.00</u>	<u>21,562.54</u>	<u>28,750.00</u>
Other Expense					
920 · Radio Expenses					
921 · Operational Expenses	0.00	25.00	0.00	225.00	300.00
922 · Outside Services - Radio	0.00	29.16	0.00	262.52	350.00
926 · Licenses, Subscrip & Memberships	0.00	108.34	1,248.09	974.98	1,300.00
927 · Equipment Parts & Supplies	0.00	416.66	250.48	3,750.02	5,000.00
928 · Equipment Maintenance	0.00	16.66	0.00	150.02	200.00
929 · Production Supplies	0.00	8.34	0.00	74.98	100.00
930 · Training Materials	0.00	0.00	0.00	0.00	0.00
931 · Computer Software	0.00	12.50	0.00	112.50	150.00
936 · Remote Access	40.00	41.66	360.00	375.02	500.00
937 · STL	124.50	135.00	1,120.50	1,215.00	1,620.00
938 · Streaming Services	184.50	191.66	1,660.50	1,725.02	2,300.00
939 · Automation Services	98.00	83.34	490.00	749.98	1,000.00
952 · Advertising	0.00	70.84	0.00	637.48	850.00
953 · Printing	0.00	58.34	0.00	524.98	700.00
954 · Fundraising Services	0.00	0.00	0.00	0.00	0.00
955 · Event Services	0.00	41.66	0.00	375.02	500.00
956 · Event Supplies	0.00	166.66	27.00	1,500.02	2,000.00
957 · Event Rentals	0.00	54.16	0.00	487.52	650.00
Total 920 · Radio Expenses	<u>447.00</u>	<u>1,459.98</u>	<u>5,156.57</u>	<u>13,140.06</u>	<u>17,520.00</u>
Total Other Expense	<u>447.00</u>	<u>1,459.98</u>	<u>5,156.57</u>	<u>13,140.06</u>	<u>17,520.00</u>
Net Other Income	<u>-447.00</u>	<u>935.84</u>	<u>-5,156.57</u>	<u>8,422.48</u>	<u>11,230.00</u>
Net Income	<u><u>-18,173.11</u></u>	<u><u>-126.46</u></u>	<u><u>-15,828.42</u></u>	<u><u>-1,138.62</u></u>	<u><u>-1,518.00</u></u>