

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

	<u>Apr 21</u>	<u>Budget</u>	<u>Jul '20 - Apr 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	191,666.68	230,000.00
512 · Contributions- Unrestricted	0.00	583.34	881.49	5,833.32	7,000.00
513 · Contributions- Restricted	0.00	0.00	0.00	0.00	0.00
515 · Grants	0.00	833.34	0.00	8,333.32	10,000.00
520 · Government Taping Fees	6,825.00	2,083.34	24,290.00	20,833.32	25,000.00
525 · Production Services Income	0.00	20.84	0.00	208.32	250.00
530 · Workshop Fees	0.00	16.66	0.00	166.68	200.00
536 · Underwriting	0.00	833.34	0.00	8,333.32	10,000.00
540 · Membership Dues	175.00	833.34	4,284.00	8,333.32	10,000.00
545 · DVD Sales	0.00	0.00	0.00	0.00	0.00
550 · Interest Income	1.24	8.34	15.65	83.32	100.00
555 · Late Fees	0.00	2.09	0.00	20.82	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>7,001.24</u>	<u>24,381.29</u>	<u>192,843.42</u>	<u>243,812.42</u>	<u>292,575.00</u>
Gross Profit	7,001.24	24,381.29	192,843.42	243,812.42	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	5,750.00	3,833.34	31,833.29	38,333.32	46,000.00
739 · Payroll - Access Asistants	1,507.39	1,358.34	12,063.53	13,583.32	16,300.00
740 · Payroll Taxes	1,399.83	1,541.66	12,381.64	15,416.68	18,500.00
741 · Payroll - Holiday Bonuses	0.00	125.00	1,578.56	1,250.00	1,500.00
742 · Holiday Pay	0.00	208.34	1,214.00	2,083.32	2,500.00
743 · Payroll Fees	24.50	37.50	266.00	375.00	450.00
746 · Payroll - Operations Manager	4,002.00	3,666.66	38,310.50	36,666.68	44,000.00
748 · Payroll - Radio Manager	2,700.50	2,833.34	26,554.00	28,333.32	34,000.00
749 · Payroll - Access Coordinator	0.00	0.00	0.00	0.00	0.00
756 · Payroll - Access Supervisor	0.00	833.34	4,458.91	8,333.32	10,000.00
757 · Payroll-Membership Supervisor	3,659.25	3,208.34	33,238.00	32,083.32	38,500.00
Total 731 · Payroll Expense	<u>19,043.47</u>	<u>17,645.86</u>	<u>161,898.43</u>	<u>176,458.28</u>	<u>211,750.00</u>
150 · Suspense	0.00	0.00	0.00	0.00	0.00
610 · Accounting	523.45	316.66	5,533.90	3,166.68	3,800.00
611 · Annual Audit and Tax Return	0.00	333.34	5,000.00	3,333.32	4,000.00
612 · Advertising	0.00	125.00	0.00	1,250.00	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	0.00	29.16	59.03	291.68	350.00
628 · Board Development	0.00	16.66	0.00	166.68	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	739.79	500.00	600.00
646 · Maintenance-Office Equipt.	0.00	12.50	0.00	125.00	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	14.22	37.50	610.36	375.00	450.00
665 · Meals	0.00	41.66	0.00	416.68	500.00
670 · Employee Benefits	0.00	1,500.00	0.00	15,000.00	18,000.00
675 · Equipment Parts & Supplies	0.00	416.66	59.74	4,166.68	5,000.00
685 · Equipment Repairs	0.00	12.50	0.00	125.00	150.00
690 · Insurance	0.00	458.34	6,403.20	4,583.32	5,500.00
692 · Insurance - Workmans Comp	0.00	175.00	1,032.00	1,750.00	2,100.00
695 · Legal	0.00	83.34	0.00	833.32	1,000.00
700 · Licenses & Permits	0.00	12.50	4.00	125.00	150.00
710 · Facility Maintenance	94.00	125.00	940.00	1,250.00	1,500.00
712 · Mileage Reimbursement	0.00	20.84	112.37	208.32	250.00
715 · Meetings	0.00	4.16	0.00	41.68	50.00
720 · Miscellaneous	0.00	0.00	0.00	0.00	0.00
725 · Office Supplies	67.53	125.00	843.04	1,250.00	1,500.00
728 · Operational Services	1,462.50	12.50	1,462.50	125.00	150.00
730 · Outside Services	0.00	12.50	0.00	125.00	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	29.16	210.15	291.68	350.00
751 · Post Box Rental	0.00	11.25	148.00	112.50	135.00
755 · PCA Printing	0.00	29.16	141.33	291.68	350.00
765 · Promotion	0.00	100.00	233.95	1,000.00	1,200.00
775 · Rent	2,564.70	2,539.84	25,422.90	25,398.32	30,478.00
780 · Refunds	0.00	0.00	0.00	0.00	0.00
800 · Security	0.00	120.00	1,133.82	1,200.00	1,440.00
804 · Staff Development	0.00	16.66	0.00	166.68	200.00
805 · Storage	110.00	90.00	1,290.00	900.00	1,080.00
830 · Taxes	0.00	14.59	29.00	145.82	175.00
836 · Cable, Internet, Telephone	190.11	250.00	2,443.62	2,500.00	3,000.00
837 · Cell Phone	0.00	0.00	0.00	0.00	0.00
838 · Internet-City	0.00	176.25	1,697.66	1,762.50	2,115.00
880 · Utilities	327.83	458.34	3,220.71	4,583.32	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	416.68	500.00
895 · Penalty Pay	15.50	0.00	46.50	0.00	0.00
Total Expense	<u>24,413.31</u>	<u>25,443.59</u>	<u>220,985.95</u>	<u>254,435.82</u>	<u>305,323.00</u>
Net Ordinary Income	-17,412.07	-1,062.30	-28,142.53	-10,623.40	-12,748.00
Other Income/Expense					
Other Income					
910 · Radio Income					

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911 · Contributions - Unrestricted	0.00	250.00	0.00	2,500.00	3,000.00
913 · Underwriting-Radio	0.00	833.34	0.00	8,333.32	10,000.00
914 · Grants-Radio	0.00	416.66	0.00	4,166.68	5,000.00
915 · Workshop Fees-Radio	0.00	25.00	0.00	250.00	300.00
916 · Production Services	0.00	29.16	0.00	291.68	350.00
918 · Event Income	0.00	666.66	0.00	6,666.68	8,000.00
919 · Event Sponsorship	0.00	166.66	0.00	1,666.68	2,000.00
Total 910 · Radio Income	0.00	2,387.48	0.00	23,875.04	28,650.00
896 · Miscellaneous Income	0.00	8.34	0.00	83.32	100.00
Total Other Income	0.00	2,395.82	0.00	23,958.36	28,750.00
Other Expense					
920 · Radio Expenses					
921 · Operational Expenses	0.00	25.00	0.00	250.00	300.00
922 · Outside Services - Radio	0.00	29.16	0.00	291.68	350.00
926 · Licenses, Subscrip & Memberships	0.00	108.34	1,248.09	1,083.32	1,300.00
927 · Equipment Parts & Supplies	0.00	416.66	250.48	4,166.68	5,000.00
928 · Equipment Maintenance	0.00	16.66	0.00	166.68	200.00
929 · Production Supplies	0.00	8.34	0.00	83.32	100.00
930 · Training Materials	0.00	0.00	0.00	0.00	0.00
931 · Computer Software	0.00	12.50	0.00	125.00	150.00
936 · Remote Access	40.00	41.66	400.00	416.68	500.00
937 · STL	124.50	135.00	1,245.00	1,350.00	1,620.00
938 · Streaming Services	184.50	191.66	1,845.00	1,916.68	2,300.00
939 · Automation Services	0.00	83.34	490.00	833.32	1,000.00
952 · Advertising	0.00	70.84	0.00	708.32	850.00
953 · Printing	0.00	58.34	0.00	583.32	700.00
954 · Fundraising Services	0.00	0.00	0.00	0.00	0.00
955 · Event Services	0.00	41.66	0.00	416.68	500.00
956 · Event Supplies	0.00	166.66	27.00	1,666.68	2,000.00
957 · Event Rentals	0.00	54.16	0.00	541.68	650.00
Total 920 · Radio Expenses	349.00	1,459.98	5,505.57	14,600.04	17,520.00
Total Other Expense	349.00	1,459.98	5,505.57	14,600.04	17,520.00
Net Other Income	-349.00	935.84	-5,505.57	9,358.32	11,230.00
Net Income	-17,761.07	-126.46	-33,648.10	-1,265.08	-1,518.00