

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

	<u>May 21</u>	<u>Budget</u>	<u>Jul '20 - May 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
510 · Community Access Fees	56,484.70	19,166.66	219,856.98	210,833.34	230,000.00
512 · Contributions- Unrestricted	0.00	583.34	881.49	6,416.66	7,000.00
513 · Contributions- Restricted	0.00	0.00	0.00	0.00	0.00
515 · Grants	0.00	833.34	0.00	9,166.66	10,000.00
520 · Government Taping Fees	0.00	2,083.34	24,290.00	22,916.66	25,000.00
525 · Production Services Income	0.00	20.84	0.00	229.16	250.00
530 · Workshop Fees	0.00	16.66	0.00	183.34	200.00
536 · Underwriting	0.00	833.34	0.00	9,166.66	10,000.00
540 · Membership Dues	125.00	833.34	4,409.00	9,166.66	10,000.00
545 · DVD Sales	0.00	0.00	0.00	0.00	0.00
550 · Interest Income	1.28	8.34	16.93	91.66	100.00
555 · Late Fees	0.00	2.09	0.00	22.91	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>56,610.98</u>	<u>24,381.29</u>	<u>249,454.40</u>	<u>268,193.71</u>	<u>292,575.00</u>
Gross Profit	56,610.98	24,381.29	249,454.40	268,193.71	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	0.00	3,833.34	31,833.29	42,166.66	46,000.00
739 · Payroll - Access Asistants	1,693.39	1,358.34	13,756.92	14,941.66	16,300.00
740 · Payroll Taxes	1,051.13	1,541.66	13,432.77	16,958.34	18,500.00
741 · Payroll - Holiday Bonuses	0.00	125.00	1,578.56	1,375.00	1,500.00
742 · Holiday Pay	0.00	208.34	1,214.00	2,291.66	2,500.00
743 · Payroll Fees	85.63	37.50	351.63	412.50	450.00
746 · Payroll - Operations Manager	3,783.50	3,666.66	42,094.00	40,333.34	44,000.00
748 · Payroll - Radio Manager	2,651.00	2,833.34	29,205.00	31,166.66	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	9,166.66	10,000.00
757 · Payroll-Membership Supervisor	4,301.50	3,208.34	37,539.50	35,291.66	38,500.00
Total 731 · Payroll Expense	<u>13,566.15</u>	<u>17,645.86</u>	<u>175,464.58</u>	<u>194,104.14</u>	<u>211,750.00</u>
150 · Suspense	-24.86	0.00	-24.86	0.00	0.00
610 · Accounting	799.10	316.66	6,333.00	3,483.34	3,800.00
611 · Annual Audit and Tax Return	1,020.00	333.34	6,142.00	3,666.66	4,000.00
612 · Advertising	0.00	125.00	0.00	1,375.00	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
625 · Bank Charges	15.00		15.00		
626 · Merchant Fees	0.00	29.16	59.03	320.84	350.00
628 · Board Development	0.00	16.66	0.00	183.34	200.00
640 · Conference Expenses	0.00	0.00	0.00	0.00	0.00

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642 · Conference Travel	0.00	0.00	0.00	0.00	0.00
645 · Computer Software-Office	0.00	50.00	739.79	550.00	600.00
646 · Maintenance-Office Equipt.	0.00	12.50	0.00	137.50	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	54.21	37.50	664.57	412.50	450.00
665 · Meals	43.42	41.66	43.42	458.34	500.00
670 · Employee Benefits	76.37	1,500.00	76.37	16,500.00	18,000.00
675 · Equipment Parts & Supplies	0.00	416.66	59.74	4,583.34	5,000.00
685 · Equipment Repairs	0.00	12.50	0.00	137.50	150.00
690 · Insurance	0.00	458.34	6,403.20	5,041.66	5,500.00
692 · Insurance - Workmans Comp	0.00	175.00	1,032.00	1,925.00	2,100.00
695 · Legal	0.00	83.34	0.00	916.66	1,000.00
700 · Licenses & Permits	0.00	12.50	4.00	137.50	150.00
710 · Facility Maintenance	94.00	125.00	1,034.00	1,375.00	1,500.00
712 · Mileage Reimbursement	0.00	20.84	112.37	229.16	250.00
715 · Meetings	0.00	4.16	0.00	45.84	50.00
720 · Miscellaneous	0.00	0.00	0.00	0.00	0.00
725 · Office Supplies	17.41	125.00	860.45	1,375.00	1,500.00
728 · Operational Services	187.50	12.50	1,650.00	137.50	150.00
730 · Outside Services	0.00	12.50	0.00	137.50	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	11.80	29.16	221.95	320.84	350.00
751 · Post Box Rental	0.00	11.25	148.00	123.75	135.00
755 · PCA Printing	211.29	29.16	352.62	320.84	350.00
765 · Promotion	0.00	100.00	233.95	1,100.00	1,200.00
775 · Rent	2,564.70	2,539.84	27,987.60	27,938.16	30,478.00
780 · Refunds	0.00	0.00	0.00	0.00	0.00
800 · Security	377.94	120.00	1,511.76	1,320.00	1,440.00
804 · Staff Development	0.00	16.66	0.00	183.34	200.00
805 · Storage	0.00	90.00	1,290.00	990.00	1,080.00
830 · Taxes	75.00	14.59	104.00	160.41	175.00
836 · Cable, Internet, Telephone	265.19	250.00	2,767.43	2,750.00	3,000.00
837 · Cell Phone	0.00	0.00	0.00	0.00	0.00
838 · Internet-City	0.00	176.25	1,909.62	1,938.75	2,115.00
880 · Utilities	295.80	458.34	3,516.51	5,041.66	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	458.34	500.00
895 · Penalty Pay	15.50	0.00	62.00	0.00	0.00
Total Expense	19,665.52	25,443.59	241,044.05	279,879.41	305,323.00
Net Ordinary Income	36,945.46	-1,062.30	8,410.35	-11,685.70	-12,748.00
Other Income/Expense					
Other Income					

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910 · Radio Income					
911 · Contributions - Unrestricted	0.00	250.00	0.00	2,750.00	3,000.00
913 · Underwriting-Radio	0.00	833.34	0.00	9,166.66	10,000.00
914 · Grants-Radio	0.00	416.66	0.00	4,583.34	5,000.00
915 · Workshop Fees-Radio	0.00	25.00	0.00	275.00	300.00
916 · Production Services	0.00	29.16	0.00	320.84	350.00
918 · Event Income	0.00	666.66	0.00	7,333.34	8,000.00
919 · Event Sponsorship	0.00	166.66	0.00	1,833.34	2,000.00
Total 910 · Radio Income	0.00	2,387.48	0.00	26,262.52	28,650.00
896 · Miscellaneous Income	0.00	8.34	0.00	91.66	100.00
Total Other Income	0.00	2,395.82	0.00	26,354.18	28,750.00
Other Expense					
920 · Radio Expenses					
921 · Operational Expenses	0.00	25.00	0.00	275.00	300.00
922 · Outside Services - Radio	0.00	29.16	0.00	320.84	350.00
926 · Licenses, Subscrp & Memberships	0.00	108.34	1,248.09	1,191.66	1,300.00
927 · Equipment Parts & Supplies	0.00	416.66	250.48	4,583.34	5,000.00
928 · Equipment Maintenance	0.00	16.66	0.00	183.34	200.00
929 · Production Supplies	0.00	8.34	0.00	91.66	100.00
930 · Training Materials	0.00	0.00	0.00	0.00	0.00
931 · Computer Software	0.00	12.50	0.00	137.50	150.00
936 · Remote Access	35.00	41.66	435.00	458.34	500.00
937 · STL	124.50	135.00	1,369.50	1,485.00	1,620.00
938 · Streaming Services	0.00	191.66	1,845.00	2,108.34	2,300.00
939 · Automation Services	49.00	83.34	539.00	916.66	1,000.00
952 · Advertising	0.00	70.84	0.00	779.16	850.00
953 · Printing	0.00	58.34	0.00	641.66	700.00
954 · Fundraising Services	0.00	0.00	0.00	0.00	0.00
955 · Event Services	0.00	41.66	0.00	458.34	500.00
956 · Event Supplies	0.00	166.66	27.00	1,833.34	2,000.00
957 · Event Rentals	0.00	54.16	0.00	595.84	650.00
Total 920 · Radio Expenses	208.50	1,459.98	5,714.07	16,060.02	17,520.00
Total Other Expense	208.50	1,459.98	5,714.07	16,060.02	17,520.00
Net Other Income	-208.50	935.84	-5,714.07	10,294.16	11,230.00
Net Income	36,736.96	-126.46	2,696.28	-1,391.54	-1,518.00