

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

	<u>Oct 21</u>	<u>Budget</u>	<u>Jul - Oct 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
510 · Community Access Fees	0.00	18,333.00	55,314.51	73,332.00	220,000.00
512 · Contributions- Unrestricted	100.00	333.33	100.00	1,333.32	4,000.00
513 · Contributions- Restricted	0.00	0.00	0.00	0.00	0.00
515 · Grants	0.00	833.33	0.00	3,333.32	10,000.00
520 · Government Taping Fees	-455.00	2,083.33	8,431.00	8,333.32	25,000.00
525 · Production Services Income	0.00	20.83	0.00	83.32	250.00
530 · Workshop Fees	0.00	16.67	0.00	66.68	200.00
536 · Underwriting	0.00	833.33	0.00	3,333.32	10,000.00
540 · Membership Dues	0.00	833.33	575.00	3,333.32	10,000.00
545 · DVD Sales	0.00	0.00	0.00	0.00	0.00
550 · Interest Income	1.03	8.33	4.46	33.32	100.00
555 · Late Fees	0.00	2.08	0.00	8.32	25.00
Total Income	<u>-353.97</u>	<u>23,297.56</u>	<u>64,424.97</u>	<u>93,190.24</u>	<u>279,575.00</u>
Gross Profit	-353.97	23,297.56	64,424.97	93,190.24	279,575.00
Expense					
731 · Payroll Expense					
731 · Payroll Expense - Other	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	3,833.33	0.00	15,333.32	46,000.00
739 · Payroll - Access Asistants	437.52	1,358.33	2,385.50	5,433.32	16,300.00
740 · Payroll Taxes	0.00	1,541.66	2,523.98	6,166.64	18,500.00
740.1 · State Payroll Taxes	370.99	0.00	744.45	0.00	0.00
740.2 · Federal Taxes	2,761.12	0.00	4,396.29	0.00	0.00
741 · Payroll - Holiday Bonuses	0.00	125.00	0.00	500.00	1,500.00
742 · Holiday Pay	0.00	208.33	0.00	833.32	2,500.00
743 · Payroll Fees	0.00	37.50	45.50	150.00	450.00
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
746 · Payroll - Operations Manager	2,807.47	3,666.67	15,363.32	14,666.68	44,000.00
748 · Payroll - Radio Manager	2,732.47	2,833.33	11,744.08	11,333.32	34,000.00
749 · Payroll - Access Coordinator	1,363.16	0.00	5,735.12	0.00	0.00
756 · Payroll - Access Supervisor	0.00	833.33	0.00	3,333.32	10,000.00
757 · Payroll-Membership Supervisor	2,208.37	3,208.33	9,647.39	12,833.32	38,500.00
759 · Paycom Program Expense	154.78	0.00	344.67	0.00	0.00
895 · Penalty Pay	0.00	0.00	0.00	31.00	62.00
Total 731 · Payroll Expense	<u>12,835.88</u>	<u>17,645.81</u>	<u>52,930.30</u>	<u>70,614.24</u>	<u>211,812.00</u>
150 · Suspense	0.00	0.00	0.00	0.00	0.00
610 · Accounting	1,081.60	583.33	4,305.55	2,333.32	7,000.00
611 · Annual Audit and Tax Return	0.00	416.67	-10.00	1,666.68	5,000.00
612 · Advertising	0.00	125.00	96.00	500.00	1,500.00
613 · Advertising - Employees	75.00	0.00	225.00	0.00	0.00
615 · Travel Expenses	4.50	0.00	4.50	0.00	0.00

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625 · Bank Charges	-194.00	0.00	75.00	0.00	0.00
626 · Merchant Fees	0.00	29.16	0.00	116.64	350.00
628 · Board Development	0.00	16.67	0.00	66.68	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
645 · Computer Software-Office	0.00	50.00	0.00	200.00	600.00
646 · Maintenance-Office Equipt.	0.00	12.50	239.21	50.00	150.00
650 · Depreciation Expense	0.00	0.00	0.00	0.00	0.00
655 · Donations	0.00	0.00	25.00	0.00	0.00
660 · Dues & Subscriptions	14.22	37.50	3,546.56	150.00	450.00
665 · Meals	0.00	41.67	0.00	166.68	500.00
670 · Employee Benefits	0.00	1,500.00	0.00	6,000.00	18,000.00
675 · Equipment Parts & Supplies	0.00	500.00	0.00	2,000.00	6,000.00
685 · Equipment Repairs	0.00	12.50	0.00	50.00	150.00
690 · Insurance	6,516.51	583.33	7,839.46	2,333.32	7,000.00
692 · Insurance - Workmans Comp	0.00	175.00	0.00	700.00	2,100.00
695 · Legal	0.00	83.33	0.00	333.32	1,000.00
700 · Licenses & Permits	0.00	12.50	172.00	50.00	150.00
710 · Facility Maintenance	0.00	125.00	188.00	500.00	1,500.00
712 · Mileage Reimbursement	0.00	20.83	0.00	83.32	250.00
715 · Meetings	0.00	4.17	0.00	16.68	50.00
720 · Miscellaneous	0.00	0.00	0.00	0.00	0.00
725 · Office Supplies	47.00	125.00	1,122.36	500.00	1,500.00
728 · Operational Services	0.00	12.50	225.00	50.00	150.00
730 · Outside Services	0.00	12.50	0.00	50.00	150.00
750 · Postage	40.81	29.17	205.36	116.68	350.00
751 · Post Box Rental	188.00	16.67	188.00	66.68	200.00
755 · PCA Printing	0.00	29.17	0.00	116.68	350.00
765 · Promotion	0.00	100.00	0.00	400.00	1,200.00
775 · Rent	2,564.70	2,562.34	10,258.80	10,249.36	30,748.00
780 · Refunds	0.00	0.00	0.00	0.00	0.00
800 · Security	0.00	120.00	377.94	480.00	1,440.00
804 · Staff Development	0.00	16.67	0.00	66.68	200.00
805 · Storage	110.00	125.00	440.00	500.00	1,500.00
830 · Taxes	0.00	14.58	111.14	58.32	175.00
836 · Cable, Internet, Telephone	644.22	250.00	1,290.59	1,000.00	3,000.00
837 · Cell Phone	0.00	0.00	0.00	0.00	0.00
838 · Internet-City	433.94	176.25	857.88	705.00	2,115.00
880 · Utilities	0.00	458.33	891.70	1,833.32	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	166.68	500.00
Total Expense	<u>24,362.38</u>	<u>26,064.82</u>	<u>85,860.35</u>	<u>104,290.28</u>	<u>312,840.00</u>
Net Ordinary Income	-24,716.35	-2,767.26	-21,435.38	-11,100.04	-33,265.00
Other Income/Expense					

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Other Income					
910 · Radio Income					
911 · Contributions - Unrestricted	0.00	125.00	0.00	500.00	1,500.00
913 · Underwriting-Radio	0.00	416.67	0.00	1,666.68	5,000.00
914 · Grants-Radio	0.00	208.33	0.00	833.32	2,500.00
915 · Workshop Fees-Radio	0.00	12.50	0.00	50.00	150.00
916 · Production Services	0.00	14.58	0.00	58.32	175.00
918 · Event Income	0.00	333.33	0.00	1,333.32	4,000.00
919 · Event Sponsorship	0.00	83.33	0.00	333.32	1,000.00
Total 910 · Radio Income	<u>0.00</u>	<u>1,193.74</u>	<u>0.00</u>	<u>4,774.96</u>	<u>14,325.00</u>
896 · Miscellaneous Income	0.00	8.33	5.43	33.32	100.00
Total Other Income	<u>0.00</u>	<u>1,202.07</u>	<u>5.43</u>	<u>4,808.28</u>	<u>14,425.00</u>
Other Expense					
920 · Radio Expenses					
921 · Operational Expenses	0.00	25.00	0.00	100.00	300.00
922 · Outside Services - Radio	0.00	29.17	0.00	116.68	350.00
926 · Licenses, Subscrp & Memberships	0.00	108.33	104.39	433.32	1,300.00
927 · Equipment Parts & Supplies	0.00	208.33	0.00	833.32	2,500.00
928 · Equipment Maintenance	0.00	16.67	0.00	66.68	200.00
929 · Production Supplies	0.00	8.33	0.00	33.32	100.00
930 · Training Materials	0.00	0.00	0.00	0.00	0.00
931 · Computer Software	0.00	12.50	0.00	50.00	150.00
936 · Remote Access	30.00	41.67	115.00	166.68	500.00
937 · STL	124.50	135.00	498.00	540.00	1,620.00
938 · Streaming Services	738.00	191.67	1,107.00	766.68	2,300.00
939 · Automation Services	98.00	83.33	429.50	333.32	1,000.00
952 · Advertising	0.00	70.83	0.00	283.32	850.00
953 · Printing	0.00	58.33	0.00	233.32	700.00
954 · Fundraising Services	0.00	0.00	0.00	0.00	0.00
955 · Event Services	0.00	41.67	0.00	166.68	500.00
956 · Event Supplies	0.00	166.67	0.00	666.68	2,000.00
957 · Event Rentals	0.00	54.17	0.00	216.68	650.00
Total 920 · Radio Expenses	<u>990.50</u>	<u>1,251.67</u>	<u>2,253.89</u>	<u>5,006.68</u>	<u>15,020.00</u>
Total Other Expense	<u>990.50</u>	<u>1,251.67</u>	<u>2,253.89</u>	<u>5,006.68</u>	<u>15,020.00</u>
Net Other Income	<u>-990.50</u>	<u>-49.60</u>	<u>-2,248.46</u>	<u>-198.40</u>	<u>-595.00</u>
Net Income	<u><u>-25,706.85</u></u>	<u><u>-2,816.86</u></u>	<u><u>-23,683.84</u></u>	<u><u>-11,298.44</u></u>	<u><u>-33,860.00</u></u>