

Petaluma Community Access, Inc. Profit & Loss Budget Performance January 2022

	Jan 22	Budget	Jul '21 - Jan 22	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
510 · Community Access Fees	0.00	18,333.00	111,849.40	128,331.00	220,000.00
512 · Contributions- Unrestricted	0.00	333.33	1,550.05	2,333.31	4,000.00
513 · Contributions- Restricted	0.00	0.00	0.00	0.00	0.00
515 · Grants	0.00	833.33	0.00	5,833.31	10,000.00
520 · Government Taping Fees	2,187.50	2,083.33	33,230.00	14,583.31	25,000.00
525 · Production Services Income	0.00	20.83	0.00	145.81	250.00
530 · Workshop Fees	0.00	16.67	0.00	116.69	200.00
536 · Underwriting	0.00	833.33	0.00	5,833.31	10,000.00
540 · Membership Dues	0.00	833.33	1,068.00	5,833.31	10,000.00
545 · DVD Sales	0.00	0.00	0.00	0.00	0.00
550 · Interest Income	1.29	8.33	7.80	58.31	100.00
555 · Late Fees	0.00	2.08	0.00	14.56	25.00
Total Income	2,188.79	23,297.56	147,705.25	163,082.92	279,575.00
Gross Profit	2,188.79	23,297.56	147,705.25	163,082.92	279,575.00
Expense					
731 · Payroll Expense					
731 · Payroll Expense - Other	1,952.32	0.00	1,952.32	0.00	0.00
737 · Payroll - Membership Coord	852.49	0.00	3,773.01	0.00	0.00
738 · Payroll - Executive Director	4,239.46	3,833.33	10,717.08	26,833.31	46,000.00
739 · Payroll - Access Asistants	765.62	1,358.33	4,204.81	9,508.31	16,300.00
740 · Payroll Taxes	0.00	1,541.67	2,523.98	10,791.65	18,500.00
740.1 · State Payroll Taxes	808.17	0.00	2,554.45	0.00	0.00
740.2 · Federal Taxes	3,467.95	0.00	12,859.12	0.00	0.00
741 · Payroll - Holiday Bonuses	0.00	125.00	900.00	875.00	1,500.00
742 · Holiday Pay	0.00	208.33	0.00	1,458.31	2,500.00
743 · Payroll Fees	0.00	37.50	45.50	262.50	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	719.36	3,666.67	17,442.16	25,666.69	44,000.00
748 · Payroll - Radio Manager	3,494.17	2,833.33	20,848.38	19,833.31	34,000.00
749 · Payroll - Access Coordinator	0.00	0.00	7,155.86	0.00	0.00
756 · Payroll - Access Supervisor	1,350.96	833.33	2,686.43	5,833.31	10,000.00
757 · Payroll-Membership Supervisor	808.67	3,208.33	11,428.01	22,458.31	38,500.00
759 · Paycom Program Expense	547.22	0.00	1,668.45	0.00	0.00
895 · Penalty Pay	0.00	0.00	0.00	31.00	62.00
Total 731 · Payroll Expense	19,006.39	17,645.82	100,759.56	123,551.70	211,812.00
150 · Suspense	0.00	0.00	0.00	0.00	0.00
610 · Accounting	872.40	583.33	7,337.05	4,083.31	7,000.00
611 · Annual Audit and Tax Return	0.00	416.67	3,485.00	2,916.69	5,000.00
612 · Advertising	0.00	125.00	96.00	875.00	1,500.00
613 · Advertising - Employees	0.00	0.00	225.00	0.00	0.00
615 · Travel Expenses	0.00	0.00	4.50	0.00	0.00

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625 · Bank Charges	0.00	0.00	140.00	0.00	0.00
626 · Merchant Fees	0.00	29.17	73.87	204.15	350.00
628 · Board Development	0.00	16.67	0.00	116.69	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	250.00	350.00	600.00
646 · Maintenance-Office Equipt.	0.00	12.50	239.21	87.50	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	0.00	37.50	3,730.80	262.50	450.00
665 · Meals	0.00	41.67	256.99	291.69	500.00
670 · Employee Benefits	0.00	1,500.00	0.00	10,500.00	18,000.00
675 · Equipment Parts & Supplies	39.09	500.00	104.78	3,500.00	6,000.00
685 · Equipment Repairs	0.00	12.50	0.00	87.50	150.00
690 · Insurance	0.00	583.33	7,839.46	4,083.31	7,000.00
692 · Insurance - Workmans Comp	0.00	175.00	0.00	1,225.00	2,100.00
693 · Interest Expense	0.00	0.00	11.11	0.00	0.00
695 · Legal	0.00	83.33	0.00	583.31	1,000.00
700 · Licenses & Permits	0.00	12.50	176.00	87.50	150.00
710 · Facility Maintenance	0.00	125.00	564.00	875.00	1,500.00
712 · Mileage Reimbursement	0.00	20.83	0.00	145.81	250.00
715 · Meetings	0.00	4.17	0.00	29.19	50.00
720 · Miscellaneous	0.00	0.00	0.00	0.00	0.00
725 · Office Supplies	141.78	125.00	3,021.55	875.00	1,500.00
728 · Operational Services	900.00	12.50	1,125.00	87.50	150.00
730 · Outside Services	0.00	12.50	0.00	87.50	150.00
750 · Postage	0.00	29.17	205.36	204.19	350.00
751 · Post Box Rental	0.00	16.67	188.00	116.69	200.00
755 · PCA Printing	18.82	29.17	81.78	204.19	350.00
765 · Promotion	0.00	100.00	480.04	700.00	1,200.00
775 · Rent	2,641.64	2,562.33	18,260.66	17,936.35	30,748.00
780 · Refunds	0.00	0.00	0.00	0.00	0.00
800 · Security	0.00	120.00	755.88	840.00	1,440.00
804 · Staff Development	0.00	16.67	0.00	116.69	200.00
805 · Storage	110.00	125.00	770.00	875.00	1,500.00
830 · Taxes	0.00	14.58	111.14	102.06	175.00
836 · Cable, Internet, Telephone	58.63	250.00	1,223.61	1,750.00	3,000.00
837 · Cell Phone	0.00	0.00	0.00	0.00	0.00
838 · Internet-City	211.97	176.25	1,281.82	1,233.75	2,115.00
880 · Utilities	359.76	458.33	2,368.87	3,208.31	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	291.69	500.00
Total Expense	24,360.48	26,064.83	155,447.04	182,484.77	312,840.00
Net Ordinary Income	-22,171.69	-2,767.27	-7,741.79	-19,401.85	-33,265.00

Petaluma Community Access, Inc.
Profit & Loss Budget Performance
January 2022

	<u>Jan 22</u>	<u>Budget</u>	<u>Jul '21 - Jan 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Other Income/Expense					
Other Income					
910 · Radio Income					
911 · Contributions - Unrestricted	0.00	125.00	0.00	875.00	1,500.00
913 · Underwriting-Radio	0.00	416.67	0.00	2,916.69	5,000.00
914 · Grants-Radio	0.00	208.33	0.00	1,458.31	2,500.00
915 · Workshop Fees-Radio	0.00	12.50	0.00	87.50	150.00
916 · Production Services	0.00	14.58	0.00	102.06	175.00
918 · Event Income	0.00	333.33	0.00	2,333.31	4,000.00
919 · Event Sponsorship	0.00	83.33	0.00	583.31	1,000.00
Total 910 · Radio Income	0.00	1,193.74	0.00	8,356.18	14,325.00
896 · Miscellaneous Income	0.00	8.33	17.43	58.31	100.00
Total Other Income	0.00	1,202.07	17.43	8,414.49	14,425.00
Other Expense					
920 · Radio Expenses					
921 · Operational Expenses	0.00	25.00	0.00	175.00	300.00
922 · Outside Services - Radio	0.00	29.17	0.00	204.19	350.00
926 · Licenses, Subscrp & Memberships	0.00	108.33	879.39	758.31	1,300.00
927 · Equipment Parts & Supplies	0.00	208.33	42.67	1,458.31	2,500.00
928 · Equipment Maintenance	0.00	16.67	0.00	116.69	200.00
929 · Production Supplies	0.00	8.33	0.00	58.31	100.00
930 · Training Materials	0.00	0.00	0.00	0.00	0.00
931 · Computer Software	0.00	12.50	0.00	87.50	150.00
936 · Remote Access	30.00	41.67	205.00	291.69	500.00
937 · STL	124.50	135.00	871.50	945.00	1,620.00
938 · Streaming Services	184.50	191.67	1,660.50	1,341.69	2,300.00
939 · Automation Services	49.00	83.33	527.50	583.31	1,000.00
952 · Advertising	0.00	70.83	0.00	495.81	850.00
953 · Printing	0.00	58.33	0.00	408.31	700.00
954 · Fundraising Services	0.00	0.00	0.00	0.00	0.00
955 · Event Services	0.00	41.67	0.00	291.69	500.00
956 · Event Supplies	0.00	166.67	0.00	1,166.69	2,000.00
957 · Event Rentals	0.00	54.17	0.00	379.19	650.00
Total 920 · Radio Expenses	388.00	1,251.67	4,186.56	8,761.69	15,020.00
Total Other Expense	388.00	1,251.67	4,186.56	8,761.69	15,020.00
Net Other Income	-388.00	-49.60	-4,169.13	-347.20	-595.00
Net Income	-22,559.69	-2,816.87	-11,910.92	-19,749.05	-33,860.00