

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

	Dec 21	Budget	Jul - Dec 21	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
510 · Community Access Fees	0.00	18,333.00	111,849.40	109,998.00	220,000.00
512 · Contributions- Unrestricted	1,190.00	333.33	1,550.05	1,999.98	4,000.00
513 · Contributions- Restricted	0.00	0.00	0.00	0.00	0.00
515 · Grants	0.00	833.33	0.00	4,999.98	10,000.00
520 · Government Taping Fees	19,199.00	2,083.33	31,042.50	12,499.98	25,000.00
525 · Production Services Income	0.00	20.83	0.00	124.98	250.00
530 · Workshop Fees	0.00	16.67	0.00	100.02	200.00
536 · Underwriting	0.00	833.33	0.00	4,999.98	10,000.00
540 · Membership Dues	493.00	833.33	1,068.00	4,999.98	10,000.00
545 · DVD Sales	0.00	0.00	0.00	0.00	0.00
550 · Interest Income	1.06	8.33	6.51	49.98	100.00
555 · Late Fees	0.00	2.08	0.00	12.48	25.00
Total Income	20,883.06	23,297.56	145,516.46	139,785.36	279,575.00
Gross Profit	20,883.06	23,297.56	145,516.46	139,785.36	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	1,873.82	0.00	2,920.52	0.00	0.00
738 · Payroll - Executive Director	4,374.31	3,833.33	6,477.62	22,999.98	46,000.00
739 · Payroll - Access Asistants	568.78	1,358.33	3,439.19	8,149.98	16,300.00
740 · Payroll Taxes	0.00	1,541.67	2,523.98	9,249.98	18,500.00
740.1 · State Payroll Taxes	558.25	0.00	1,746.28	0.00	0.00
740.2 · Federal Taxes	2,452.99	0.00	9,391.17	0.00	0.00
741 · Payroll - Holiday Bonuses	900.00	125.00	900.00	750.00	1,500.00
742 · Holiday Pay	0.00	208.33	0.00	1,249.98	2,500.00
743 · Payroll Fees	0.00	37.50	45.50	225.00	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	0.00	3,666.67	16,722.80	22,000.02	44,000.00
748 · Payroll - Radio Manager	2,757.40	2,833.33	17,354.21	16,999.98	34,000.00
749 · Payroll - Access Coordinator	662.02	0.00	7,155.86	0.00	0.00
756 · Payroll - Access Supervisor	683.33	833.33	1,335.47	4,999.98	10,000.00
757 · Payroll-Membership Supervisor	0.00	3,208.33	10,619.34	19,249.98	38,500.00
759 · Paycom Program Expense	546.78	0.00	1,121.23	0.00	0.00
895 · Penalty Pay	0.00	0.00	0.00	31.00	62.00
Total 731 · Payroll Expense	15,377.68	17,645.82	81,753.17	105,905.88	211,812.00
150 · Suspense	0.00	0.00	0.00	0.00	0.00
610 · Accounting	534.95	583.33	6,019.35	3,499.98	7,000.00
611 · Annual Audit and Tax Return	0.00	416.67	2,490.00	2,500.02	5,000.00
612 · Advertising	0.00	125.00	96.00	750.00	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	73.87	29.17	73.87	174.98	350.00
628 · Board Development	0.00	16.67	0.00	100.02	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
645 · Computer Software-Office	0.00	50.00	250.00	300.00	600.00
646 · Maintenance-Office Equipt.	0.00	12.50	239.21	75.00	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	170.02	37.50	3,730.80	225.00	450.00
665 · Meals	256.99	41.67	256.99	250.02	500.00
670 · Employee Benefits	0.00	1,500.00	0.00	9,000.00	18,000.00
675 · Equipment Parts & Supplies	48.19	500.00	65.69	3,000.00	6,000.00
685 · Equipment Repairs	0.00	12.50	0.00	75.00	150.00
690 · Insurance	0.00	583.33	7,839.46	3,499.98	7,000.00
692 · Insurance - Workmans Comp	0.00	175.00	0.00	1,050.00	2,100.00
693 · Interest Expense	0.00	0.00	11.11	0.00	0.00
695 · Legal	0.00	83.33	0.00	499.98	1,000.00
700 · Licenses & Permits	4.00	12.50	176.00	75.00	150.00
710 · Facility Maintenance	0.00	125.00	470.00	750.00	1,500.00
712 · Mileage Reimbursement	0.00	20.83	0.00	124.98	250.00
715 · Meetings	0.00	4.17	0.00	25.02	50.00
720 · Miscellaneous	0.00	0.00	0.00	0.00	0.00
725 · Office Supplies	1,757.41	125.00	2,879.77	750.00	1,500.00
728 · Operational Services	0.00	12.50	225.00	75.00	150.00
730 · Outside Services	0.00	12.50	0.00	75.00	150.00
750 · Postage	0.00	29.17	205.36	175.02	350.00
751 · Post Box Rental	0.00	16.67	188.00	100.02	200.00
755 · PCA Printing	62.96	29.17	62.96	175.02	350.00
765 · Promotion	480.04	100.00	480.04	600.00	1,200.00
775 · Rent	2,641.64	2,562.33	15,619.02	15,374.02	30,748.00
780 · Refunds	0.00	0.00	0.00	0.00	0.00
800 · Security	0.00	120.00	755.88	720.00	1,440.00
804 · Staff Development	0.00	16.67	0.00	100.02	200.00
805 · Storage	110.00	125.00	660.00	750.00	1,500.00
830 · Taxes	0.00	14.58	111.14	87.48	175.00
836 · Cable, Internet, Telephone	-391.37	250.00	1,164.98	1,500.00	3,000.00
837 · Cell Phone	0.00	0.00	0.00	0.00	0.00
838 · Internet-City	211.97	176.25	1,069.85	1,057.50	2,115.00
880 · Utilities	328.00	458.33	2,009.11	2,749.98	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	250.02	500.00
Total Expense	21,666.35	26,064.83	129,552.26	156,419.94	312,840.00
Net Ordinary Income	-783.29	-2,767.27	15,964.20	-16,634.58	-33,265.00

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Other Income/Expense					
Other Income					
910 · Radio Income					
911 · Contributions - Unrestricted	0.00	125.00	0.00	750.00	1,500.00
913 · Underwriting-Radio	0.00	416.67	0.00	2,500.02	5,000.00
914 · Grants-Radio	0.00	208.33	0.00	1,249.98	2,500.00
915 · Workshop Fees-Radio	0.00	12.50	0.00	75.00	150.00
916 · Production Services	0.00	14.58	0.00	87.48	175.00
918 · Event Income	0.00	333.33	0.00	1,999.98	4,000.00
919 · Event Sponsorship	0.00	83.33	0.00	499.98	1,000.00
Total 910 · Radio Income	0.00	1,193.74	0.00	7,162.44	14,325.00
896 · Miscellaneous Income	0.00	8.33	17.43	49.98	100.00
Total Other Income	0.00	1,202.07	17.43	7,212.42	14,425.00
Other Expense					
920 · Radio Expenses					
921 · Operational Expenses	0.00	25.00	0.00	150.00	300.00
922 · Outside Services - Radio	0.00	29.17	0.00	175.02	350.00
926 · Licenses, Subscrip & Memberships	0.00	108.33	879.39	649.98	1,300.00
927 · Equipment Parts & Supplies	0.00	208.33	42.67	1,249.98	2,500.00
928 · Equipment Maintenance	0.00	16.67	0.00	100.02	200.00
929 · Production Supplies	0.00	8.33	0.00	49.98	100.00
930 · Training Materials	0.00	0.00	0.00	0.00	0.00
931 · Computer Software	0.00	12.50	0.00	75.00	150.00
936 · Remote Access	30.00	41.67	175.00	250.02	500.00
937 · STL	124.50	135.00	747.00	810.00	1,620.00
938 · Streaming Services	184.50	191.67	1,476.00	1,150.02	2,300.00
939 · Automation Services	49.00	83.33	478.50	499.98	1,000.00
952 · Advertising	0.00	70.83	0.00	424.98	850.00
953 · Printing	0.00	58.33	0.00	349.98	700.00
954 · Fundraising Services	0.00	0.00	0.00	0.00	0.00
955 · Event Services	0.00	41.67	0.00	250.02	500.00
956 · Event Supplies	0.00	166.67	0.00	1,000.02	2,000.00
957 · Event Rentals	0.00	54.17	0.00	325.02	650.00
Total 920 · Radio Expenses	388.00	1,251.67	3,798.56	7,510.02	15,020.00
Total Other Expense	388.00	1,251.67	3,798.56	7,510.02	15,020.00
Net Other Income	-388.00	-49.60	-3,781.13	-297.60	-595.00
Net Income	-1,171.29	-2,816.87	12,183.07	-16,932.18	-33,860.00