Petaluma Community Access, Inc.
Profit & Loss Budget Performance
November 2024

	Nov 24	Budget	Jul - Nov 24	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
510 · Community Access Fees(PEG)	16,000.00	18,333.33	79,755.19	91,666.69	220,000.00
512 · Donations - Unrestricted	0.00	310.00	99.00	310.00	1,000.00
513 · Donations - Restricted	0.00	833.33	5,000.00	4,166.69	10,000.00
514 · Donations - "In Kind"	0.00	0.00	1,712.84	0.00	0.00
515 · Grants	0.00	0.00	0.00	2,500.00	10,000.00
520 · Gov. Taping Fees					
520.1 · Petaluma Taping Fees	2,240.25	2,328.00	8,871.00	11,146.50	30,000.00
520.2 · Rohnert Park Taping Fees	637.50	552.50	3,973.75	3,286.50	9,000.00
520.3 · Sebastopol Taping Fees	1,526.25	1,782.50	10,182.50	8,000.50	22,000.00
520.4 · Cotati Taping Fees	1,020.00	622.50	3,825.00	2,477.50	9,200.00
520.5 · Pot. New City Taping Fees	0.00	0.00	0.00	0.00	0.00
520 · Gov. Taping Fees - Other	0.00	0.00	0.00	0.00	0.00
Total 520 · Gov. Taping Fees	5,424.00	5,285.50	26,852.25	24,911.00	70,200.00
525 · Production Services Income	0.00	0.00	75.00	1,500.00	4,000.00
530 · Workshop Fees	0.00	83.33	0.00	416.69	1,000.00
536 · Underwriting	0.00	500.00	0.00	2,500.00	6,000.00
540 · Membership Dues	456.00	103.00	2,093.00	988.00	3,000.00
545 · DVD Sales	0.00	0.00	0.00	0.00	0.00
550 · Interest Income	0.00	8.33	0.00	41.69	100.00
555 · Late Fees	0.00	0.00	0.00	0.00	0.00
560 · Capital Exp.Reimbursement	0.00	0.00	0.00	0.00	0.00
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	21,880.00	25,456.82	115,587.28	129,000.76	325,300.00
Cost of Goods Sold					
50000 · Cost of Goods Sold	0.00	0.00	0.00	0.00	0.00
Total COGS	0.00	0.00	0.00	0.00	0.00
Gross Profit	21,880.00	25,456.82	115,587.28	129,000.76	325,300.00
Expense					
150 · Suspense	0.00	0.00	0.00	0.00	0.00
610 · Accounting	0.00	333.33	0.00	1,666.69	4,000.00
611 · Ann. Audit &Tax Return	0.00	0.00	2,500.00	2,500.00	5,000.00
612 · Advertising	0.00	0.00	574.00	500.00	1,500.00
613 · Advertising - Employees	0.00	0.00	0.00	0.00	0.00
615 · Travel Expenses	0.00	0.00	0.00	0.00	0.00
617 · Amortization Expense	0.00	0.00	0.00	0.00	0.00
623 · Paypal Expense	17.32		38.84		
625 · Bank Charges	0.00	0.00	2.70	50.00	200.00
626 · Merchant Fees	1.35	50.00	1.35	100.00	300.00
627 · Late Fee	0.00	0.00	0.00	0.00	0.00
628 · Board Development	0.00	0.00	128.60	50.00	200.00
630 · Staff Development	0.00	0.00	0.00	80.00	250.00
640 · Conference Expenses	0.00	0.00	0.00	100.00	400.00
641 · Meals	0.00	0.00	89.35	130.00	500.00
642 · Conference Travel	0.00	0.00	0.00	0.00	0.00
645 · Computer Software-Office	0.00	0.00	0.00	62.50	250.00
646 · Maintenance-Office Equipt.	97.68	0.00	97.68	50.00	150.00
650 · Depreciation Expense	0.00	0.00	0.00	0.00	0.00
655 · Donations	0.00	0.00	0.00	25.00	25.00
660 · Dues & Subscriptions	0.00	115.99	3,357.35	3,601.26	7,500.00
675 · Equipment Parts & Supplies	0.00	0.00	585.22	167.83	200.00
685 · Equipment Repairs	0.00	0.00	0.00	50.00	150.00
690 · Insurance					
690-1 · Ann SPIP Special Prop Ins	156.35	157.00	781.75	801.00	1,900.00
690-2 · Ann SLIP Special Liab Ins					
100 · AFCO Fin INT	31.89	33.33	63.78	166.69	400.00
690-2 · Ann SLIP Special Liab Ins - Other	680.85	670.83	1,361.70	3,354.19	8,050.00
Total 690-2 · Ann SLIP Special Liab Ins	712.74	704.16	1,425.48	3,520.88	8,450.00
690-3 · SLIP - Crime Policy	0.00	0.00	424.00	450.00	450.00
690-4 · Insur. - Workmns Comp	141.87	180.00	709.35	720.00	2,000.00
690 · Insurance - Other	0.00	0.00	0.00	0.00	0.00
Total 690 · Insurance	1,010.96	1,041.16	3,340.58	5,491.88	12,800.00
693 · Interest Expense	12.49	166.67	113.53	833.31	2,000.00
695 · Legal	0.00	0.00	0.00	0.00	0.00
700 · Licenses & Permits	94.00	0.00	94.00	0.00	500.00
710 · Facility Maintenance	128.00	128.00	662.89	1,104.00	2,000.00
712 · Mileage Reimbursement	0.00	0.00	0.00	0.00	0.00
715 · Meetings	0.00	0.00	169.98	0.00	0.00
720 · Miscellaneous	0.00	0.00	31.76	0.00	0.00
725 · Office Supplies	0.00	0.00	44.40	157.83	600.00
726 · Employee Training	0.00	0.00	0.00	0.00	0.00
728 · Operational Services	0.00	0.00	0.00	0.00	0.00
730 · Outside Services	0.00	0.00	0.00	0.00	0.00
731 · PAYROLL EXPENSE					
732 · PAYROLL TAXES Employers Portion					
732.1 · State Payroll Taxes	12.07	41.00	164.21	213.00	500.00
732.2 · Federal Payroll Taxes	1,129.17	1,083.33	5,369.65	5,416.65	13,000.00
732 · PAYROLL TAXES Employers Portion - Other	0.00	0.00	0.00	0.00	0.00
Total 732 · PAYROLL TAXES Employers Portion	1,141.24	1,124.33	5,533.86	5,629.65	13,500.00

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733 · Accrued Vacation Benefits	0.00	0.00	0.00	0.00	0.00
734 · Empl Benefits CardsFlowersGifts	0.00	333.33	0.00	1,666.69	4,000.00
735 · Payroll - Holiday Bonuses	0.00	0.00	0.00	0.00	3,000.00
736 · Holiday Pay	0.00	0.00	0.00	0.00	3,000.00
737 · Payroll Fees	0.00	37.50	0.00	187.50	450.00
738 · Paycom Program Expense	290.88	208.33	1,531.65	1,041.69	2,500.00
739 · CalSavers	10.10	19.77	56.56	104.58	250.00
740 · Penalty Pay	0.00	0.00	0.00	0.00	62.00
742 · Payroll - Exec. Director (PT)	0.00	0.00	0.00	0.00	0.00
743 · Payroll - Access Assistants (5)	743.45	1,556.77	3,481.06	6,253.72	17,270.00
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 - Ops Manager	0.00	0.00	0.00	0.00	0.00
748 · Payroll - Radio Manager (RT)	4,145.00	3,750.00	21,744.25	18,750.00	45,000.00
749 · Payroll - Access Coordinator	0.00	0.00	0.00	0.00	0.00
756 · Payroll Access Supervisor (GL)	0.00	0.00	0.00	0.00	0.00
757 · Payroll-Mem. Supervisor	0.00	0.00	0.00	0.00	0.00
760 · Payroll Office Specialist (LL)	2,013.84	2,250.00	10,308.36	11,250.00	27,000.00
761 · Payroll - Office Specialist II	0.00	0.00	0.00	0.00	0.00
762 · Payroll IT Op. Supervisor (AD)	0.00	0.00	0.00	0.00	0.00
763 · Payroll - Commun. Assoc.	0.00	0.00	0.00	0.00	0.00
764 · Payroll Prog Coordinator (LL)	0.00	0.00	0.00	0.00	0.00
767 · Bus. Development Strategy (PT)	2,494.80	2,416.66	12,146.04	12,083.38	29,000.00
768 · Sr Office Asst/Bookkeeper (RK)	1,638.00	2,191.66	8,684.35	10,958.30	26,300.00
769 · Technical Specialist (GL)	1,517.10	2,333.33	7,878.26	11,666.69	28,000.00
770 · Payroll - Media Servcs Supv	0.00	0.00	0.00	0.00	0.00
771 · Payroll - Admin Assistant	0.00	0.00	0.00	0.00	0.00
772 · Payroll - Program Director	0.00	0.00	0.00	0.00	0.00
773 · Payroll - Membership Coord	0.00	0.00	0.00	0.00	0.00
Total 731 · PAYROLL EXPENSE	13,994.41	16,221.68	71,364.39	79,592.20	199,332.00
750 · Postage	0.00	0.00	219.00	64.70	100.00
751 · Post Box Rental	0.00	0.00	232.00	250.00	250.00
755 · PCA Printing	0.00	0.00	0.00	100.00	100.00
765 · Promotion	0.00	10.00	0.00	715.27	1,000.00
775 · Rent	3,941.00	4,000.00	19,705.00	20,000.00	48,000.00
780 · Refunds	0.00	0.00	0.00	0.00	0.00
800 · Security	0.00	0.00	0.00	0.00	0.00
805 · Storage	150.00	187.50	750.00	937.50	2,250.00
830 · Taxes	0.00	0.00	0.00	40.00	120.00
836 · Cable, Internet, Telephone	593.25	403.29	2,761.30	2,607.06	6,200.00
837 · Cell Phone	0.00	0.00	0.00	0.00	0.00
838 · Internet- 11 Eng Str City-Pet	256.83	240.55	1,283.67	1,363.30	2,900.00
880 · Utilities - PG&E	453.25	497.92	2,930.87	2,947.83	6,000.00
885 · Volunteer Program	0.00	0.00	0.00	0.00	0.00
890 · Web Expenses	0.00	83.33	255.00	416.69	1,000.00
Total Expense	20,750.54	23,479.42	111,333.46	125,754.85	305,777.00
Net Ordinary Income	1,129.46	1,977.40	4,253.82	3,245.91	19,523.00
Other Income/Expense					
Other Income					
896 · Miscellaneous Income	0.00	0.00	0.00	0.00	0.00
910 · Radio Income					
911 · Contributions - Unrestricted	1,300.00	0.00	1,350.00	0.00	400.00
912 · Radio Sponsorship	0.00	0.00	0.00	0.00	0.00
913 · Underwriting-Radio	0.00	125.00	0.00	625.00	1,500.00
914 · Grants-Radio	0.00	0.00	0.00	0.00	0.00
915 · Workshop Fees-Radio	0.00	0.00	0.00	0.00	0.00
916 · ProductionServ(Pet. Podcasts)	170.00	291.66	1,636.25	1,458.38	3,500.00
917 · Radio Workshops	0.00	0.00	0.00	0.00	0.00
918 · Event Income	0.00	0.00	0.00	0.00	0.00
919 · Event Sponsorship	0.00	0.00	0.00	0.00	0.00
910 · Radio Income - Other	0.00	0.00	0.00	0.00	0.00
Total 910 · Radio Income	1,470.00	416.66	2,986.25	2,083.38	5,400.00
Total Other Income	1,470.00	416.66	2,986.25	2,083.38	5,400.00
Other Expense					
920 · Radio Expenses					
921 · Operational Expenses	0.00	0.00	0.00	0.00	0.00
922 · Outside Services - Radio	0.00	0.00	0.00	0.00	0.00
924 · Security/Alarm - Bay Alarm	377.94	0.00	755.88	756.00	1,512.00
926 · License, Subscrp & Membrship	0.00	0.00	258.00	826.00	2,500.00
927 · Equipment Parts & Supplies	0.00	1,250.00	114.59	6,250.00	15,000.00
928 · Equipment Maintenance	0.00	41.66	36.29	208.38	500.00
929 · Production Supplies	0.00	20.00	0.00	105.00	250.00
930 · Training Materials	0.00	0.00	0.00	0.00	0.00
931 · Computer Software	0.00	0.00	0.00	50.00	200.00
934 · Studio Telephone	0.00	0.00	0.00	0.00	0.00
936 · Remote Access	0.00	0.00	60.17	0.00	0.00
937 · STL	124.50	124.50	622.50	622.50	1,500.00
938 · Streaming Services - StreamGuys	184.50	194.50	922.50	958.50	2,320.00
939 · Automation Services - Spinitron	49.00	49.00	245.00	798.00	1,141.00
952 · Advertising	0.00	0.00	0.00	0.00	0.00
953 · Printing	0.00	0.00	0.00	0.00	0.00
954 · Fundraising Services	0.00	0.00	0.00	0.00	0.00
955 · Event Services	0.00	0.00	0.00	0.00	0.00
956 · Event Supplies	0.00	0.00	0.00	0.00	0.00

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957 · Event Rentals	0.00	0.00	0.00	0.00	0.00
920 · Radio Expenses - Other	0.00	0.00	0.00	0.00	0.00
Total 920 · Radio Expenses	735.94	1,679.66	3,014.93	10,574.38	24,923.00
Total Other Expense	735.94	1,679.66	3,014.93	10,574.38	24,923.00
Net Other Income	734.06	-1,263.00	-28.68	-8,491.00	-19,523.00
Net Income	**1,863.52**	**714.40**	**4,225.14**	**-5,245.09**	**0.00**