

Petaluma Community Access, Inc.
Profit & Loss Budget Performance
November 2017

	Nov 17	Budget	Jul - Nov 17	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
510 - Community Access Fees	40,634.58	20,833.33	206,740.11	104,166.69	250,000.00
512 - Contributions- Unrestricted	20.00	208.33	25.00	1,041.69	2,500.00
515 - Grants	0.00	0.00	0.00	0.00	0.00
520 - Government Taping Fees	3,815.25	1,333.33	9,344.00	6,666.69	16,000.00
521 - Tape Dubbing	0.00		10.00		
522 - You Tube Upload	0.00	0.00	0.00	0.00	0.00
525 - Production Services Income	5.00	25.00	5.00	125.00	300.00
530 - Workshop Fees	0.00	42.00	0.00	210.00	504.00
536 - Underwriting	0.00	0.00	0.00	0.00	0.00
540 - Membership Dues	518.11	416.67	2,458.11	2,083.35	5,000.00
545 - DVD Sales	10.00	29.17	10.00	145.85	350.00
550 - Interest Income	1.16	0.83	3.99	4.19	10.00
555 - Late Fees	0.00	7.08	-0.78	35.44	85.00
585 - Blank Stock Income	0.00	0.83	0.00	4.19	10.00
Total Income	45,004.10	22,896.57	218,595.43	114,483.09	274,759.00
Gross Profit	45,004.10	22,896.57	218,595.43	114,483.09	274,759.00
Expense					
747 - Accrued Vacation/Sick Pay	-430.95	0.00	-430.95	0.00	0.00
610 - Accounting	234.59	321.00	989.69	1,605.00	3,850.00
611 - Annual Audit and Tax Return	2,497.00	0.00	4,296.00	9,500.00	9,500.00
612 - Advertising	100.00	0.00	100.00	0.00	0.00
613 - Advertising - Employees	0.00	12.00	0.00	60.00	150.00
615 - Travel Expenses	0.00	8.00	0.00	44.00	100.00
626 - Merchant Fees	0.00	8.00	11.26	44.00	100.00
628 - Board Development	0.00	17.00	45.93	81.00	200.00
640 - Conference Expenses	0.00	100.00	0.00	500.00	1,200.00
642 - Conference Travel	0.00	66.67	90.00	333.35	800.00
645 - Computer Software-Office	250.00	95.83	349.99	479.15	1,149.96
646 - Maintenance-Office Equipt.	0.00	12.50	0.00	62.50	150.00
650 - Depreciaiton Expense	24,092.00		24,092.00		
655 - Donations	0.00	8.33	0.00	41.69	100.00
660 - Dues & Subscriptions	45.00	66.67	601.00	333.35	800.00
665 - Entertainment & Meals	0.00	37.50	0.00	187.50	450.00
675 - Equipment Parts & Supplies	0.00	83.33	554.15	416.69	1,000.00
685 - Equipment Repairs	0.00	16.67	0.00	83.35	200.00
690 - Insurance	-638.20	520.83	4,130.82	2,604.19	6,250.00
692 - Insurance - Workmans Comp	0.00	195.83	0.00	979.19	2,350.00
695 - Legal	0.00	0.00	0.00	0.00	0.00
700 - Licenses & Permits	0.00	12.50	0.00	62.50	150.00
710 - Facility Maintenance	88.00	104.17	440.00	520.85	1,250.00
712 - Mileage Reimbursement	0.00	54.17	0.00	270.85	650.00
715 - Meetings	0.00	16.67	197.40	83.31	200.00
725 - Office Supplies	148.62	175.00	553.10	875.00	2,100.00
728 - Operational Services	0.00	33.33	0.00	166.65	400.00
730 - Outside Services	0.00	25.00	0.00	125.00	300.00
731 - Payroll - Office Manager	1,729.75	1,950.00	8,088.90	9,750.00	23,400.00
734 - Payroll - Station Manager	0.00	0.00	0.00	0.00	0.00
735 - Payroll -Technical Specialist	0.00	0.00	0.00	0.00	0.00
736 - Payroll - Program Director	0.00	0.00	0.00	0.00	0.00
737 - Payroll -Membership Coordinator	0.00	0.00	0.00	0.00	0.00
738 - Payroll - Executive Director	5,070.00	5,070.00	25,280.00	25,350.00	60,840.00
739 - Payroll - Access Asistants	786.63	958.75	3,577.19	4,793.75	11,505.00
744 - Payroll-Outreach Coordinator	1,970.25	2,031.25	10,058.38	10,156.25	24,375.00
746 - Payroll - Operations Manager	2,398.50	2,214.33	11,173.50	11,071.69	26,572.00

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748 - Payroll - Radio Manager	2,885.00	2,665.00	13,515.00	13,325.00	31,980.00
740 - Payroll Taxes	1,175.50	1,484.17	5,659.86	7,420.85	17,810.00
741 - Payroll - Holiday Bonuses	0.00	104.17	0.00	520.85	1,250.00
743 - Payroll Fees	212.87	29.17	862.40	145.85	350.00
750 - Postage	0.00	41.67	98.00	208.35	500.00
751 - Post Box Rental	0.00	0.00	112.00	110.00	110.00
755 - Printing	0.00	29.17	0.00	145.85	350.00
765 - Promotion	138.81	37.50	178.81	187.50	450.00
775 - Rent	250.00	2,266.67	11,000.00	11,333.35	27,200.00
780 - Refunds	0.00	2.50	0.00	12.50	30.00
790 - Satellite Expenses	42.75	46.67	256.50	233.35	560.00
800 - Security	281.46	100.00	562.92	500.00	1,200.00
804 - Staff Development	0.00	16.67	0.00	83.35	200.00
805 - Storage	60.00	60.00	345.00	300.00	720.00
820 - Tape Stock	0.00	0.00	0.00	0.00	0.00
830 - Taxes	0.00	12.50	0.00	62.50	150.00
836 - Cable, Internet, Telephone	190.44	250.00	940.82	1,250.00	3,000.00
837 - Cell Phone	71.50	50.00	223.75	250.00	600.00
838 - Internet-City	0.00	150.00	642.16	750.00	1,800.00
880 - Utilities	0.00	220.83	1,039.28	1,104.19	2,650.00
890 - Web Expenses	0.00	62.50	256.09	312.50	750.00
892 - Gain or Loss on Sale of Equipt.	0.00	0.00	0.00	0.00	0.00
Total Expense	43,649.52	21,844.52	129,890.95	118,836.80	271,751.96
Net Ordinary Income	1,354.58	1,052.05	88,704.48	-4,353.71	3,007.04
Other Income/Expense					
Other Income					
910 - Radio Income					
911 - Contributions - Unrestricted	0.00	250.00	0.00	1,250.00	3,000.00
913 - Underwriting-Radio	0.00	633.33	0.00	3,166.65	7,600.00
914 - Grants-Radio	0.00	833.33	0.00	4,166.65	10,000.00
916 - Production Services	0.00	33.33	0.00	166.65	400.00
918 - Event Income	0.00	291.67	0.00	1,458.35	3,500.00
919 - Event Sponsorship	0.00	416.67	0.00	2,083.35	5,000.00
Total 910 - Radio Income	0.00	2,458.33	0.00	12,291.65	29,500.00
896 - Miscellaneous Income	0.00		48.12		
Total Other Income	0.00	2,458.33	48.12	12,291.65	29,500.00
Other Expense					
920 - Radio Expenses					
936 - Remote Access	18.25	50.00	133.03	250.00	600.00
938 - Streaming Services	0.00	185.00	738.00	925.00	2,220.00
937 - STL	0.00	125.00	301.00	625.00	1,500.00
921 - Operational Expenses	0.00	25.00	0.00	125.00	300.00
922 - Outside Services - Radio	0.00	58.33	0.00	291.65	700.00
926 - Licenses, Subscrip & Memberships	0.00	125.00	599.00	625.00	1,500.00
927 - Equipment Parts & Supplies	-408.66	354.17	1,083.60	1,770.85	4,250.00
928 - Equipment Maintenance	0.00	25.00	0.00	125.00	300.00
929 - Production Supplies	0.00	83.33	0.00	416.65	1,000.00
930 - Training Materials	0.00	20.83	0.00	104.15	250.00
931 - Computer Software	0.00	62.50	0.00	312.50	750.00
932 - Utilities, Transmitter Location	0.00	0.00	0.00	0.00	0.00
933 - Rent-Transmitter location	0.00	70.83	0.00	354.15	850.00
939 - Automation Services	30.00	30.00	150.00	150.00	360.00
952 - Advertising	0.00	37.50	0.00	187.50	450.00
953 - Printing	331.19	54.17	379.55	270.85	650.00
954 - Fundraising Services	0.00	0.00	0.00	0.00	0.00
955 - Event Services	20.00	229.17	20.00	1,145.85	2,750.00

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956 - Event Supplies	0.00	54.17	0.00	270.85	650.00
957 - Event Rentals	0.00	104.17	250.00	520.85	1,250.00
920 - Radio Expenses - Other	0.00		24.92		
Total 920 - Radio Expenses	-9.22	1,694.17	3,679.10	8,470.85	20,330.00
Total Other Expense	-9.22	1,694.17	3,679.10	8,470.85	20,330.00
Net Other Income	9.22	764.16	-3,630.98	3,820.80	9,170.00
Net Income	<u>1,363.80</u>	<u>1,816.21</u>	<u>85,073.50</u>	<u>-532.91</u>	<u>12,177.04</u>