



325 Soquel Avenue
Santa Cruz, CA 95062

BOARD OF DIRECTORS

Regular Meeting

January 25, 2021

5:00 p.m.

Zoom online meeting

****PLEASE NOTE****: Due to public health orders related to the current COVID-19/Novel Coronavirus outbreak, this meeting will be held virtually using the Zoom online platform. To participate, please download the Zoom app and join the meeting. **Link to join Webinar:** <https://us02web.zoom.us/j/85727979781>

A G E N D A

1. Roll Call

Guy Lasnier (Chair), Maitreya Maziarz , Joe Hall, Tom Manheim, Larry Laurent, Janis O'Driscoll, Elizabeth Shaw, Keith Gudger

[quorum is five]

2. Oral Communications

Any person may address the Board during its Oral Communications period. All Oral Communications must be directed to an item not listed on today's Consent or Regular Agenda, and must be within the jurisdiction of the Board.

3. Consideration of Late Additions to the Agenda; additions and deletions to Consent and Regular Agendas.

CONSENT AGENDA

4. Approve Board Meeting Minutes of November 23, 2020*

5. Approve Recommendation of Finance Committee to accept November and December 2020 Financial Reports *

REGULAR AGENDA

6. Election of new Board Members*

- a) Watsonville representative, term expiring 2021
- b) At-large representative, term expiring 2023

7. Oral Report of Executive Director *
8. Oral Report of Board Chair
9. Board Member / Staff Requests for Specific Items to Appear on next Meeting Agenda
10. Announcements
11. Adjournment

Any person may address the Board during its Public Comment period. Each presentation will be limited to three minutes and individuals may speak only once during Public Comment. A maximum of five minutes will be set aside for this period at this meeting. If the period runs beyond five minutes, the Board may, at its discretion, allow time at the end of the meeting for additional public comment. All comments must be directed to an item NOT listed on today's agenda and must be within the subject matter jurisdiction of the Board. Preference will be given to individuals who did not speak at the previous Board meeting. All speakers must address the entire Board and will not be permitted to engage in dialogue. Speakers are requested to sign the sheet designated for that purpose so that their names may accurately be reflected in the minutes of the meeting. Regular Agenda Items: Members of the public may speak on any item on the agenda. Each presentation will be limited to three minutes. The maximum time devoted to public input on any item will be determined by the Chair.

*** Material Included in Board Packet**



325 Soquel Avenue
Santa Cruz, CA 95062

EXECUTIVE COMMITTEE

Regular Meeting
January 25, 2020

5:00 P.M.

Zoom On-line Meeting

A G E N D A

1. Roll Call

Guy Lasnier (Chair), Maitreya Maziarz, Joe Hall, Tom Manheim, Larry Laurent, Janis O'Driscoll, Elizabeth Shaw, Keith Gudger

[quorum is three]

ALL ITEMS AS SET FORTH ON THE AGENDA OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS NOTICED CONCURRENTLY.

IF A QUORUM OF THE FULL BOARD IS NOT PRESENT AT THE REGULAR BOARD MEETING, THE MEETING WILL BE ADJOURNED TO THE EXECUTIVE COMMITTEE MEETING. IF A QUORUM OF THE EXECUTIVE COMMITTEE (3) IS PRESENT, THE EXECUTIVE COMMITTEE WILL MEET TO TAKE ACTION ON THE ITEMS IN THE AGENDA.

Any person may address the Board during its Public Comment period. Each presentation will be limited to three minutes and individuals may speak only once during Public Comment. A maximum of five minutes will be set aside for this period at this meeting. If the period runs beyond five minutes, the Board may, at its discretion, allow time at the end of the meeting for additional public comment. All comments must be directed to an item NOT listed on today's agenda and must be within the subject matter jurisdiction of the Board. Preference will be given to individuals who did not speak at the previous Board meeting. All speakers must address the entire Board and will not be permitted to engage in dialogue. Speakers are requested to sign the sheet designated for that purpose so that their names may accurately be reflected in the minutes of the meeting. Regular Agenda Items: Members of the public may speak on any item on the agenda. Each presentation will be limited to three minutes. The maximum time devoted to public input on any item will be determined by the Chair.



325 Soquel Avenue
Santa Cruz, CA 95062

BOARD OF DIRECTORS
Regular Meeting
November 23, 2020
5:00 P.M.
Zoom On-Line Meeting

MINUTES

1. Roll Call

Present: Maitreya Maziarz, Mathilde Rand, Tom Manheim, Larry Laurent, Keith Gudger, Janice O'Driscoll, Guy Lasnier, Joe Hall

Absent: Elizabeth Shaw

[quorum is five]

2. Oral Communications

Any person may address the Board during its Oral Communications period. All Oral Communications must be directed to an item not listed on today's Consent or Regular Agenda and must be within the jurisdiction of the Board.

David Warren introduced himself to the Board

3. Consideration of Late Additions to the Agenda; additions and deletions to Consent and Regular Agendas.

None

CONSENT AGENDA

4. Approve Minutes*

Board Meeting Minutes of October 26, 2020

Director Manheim stated that item seven needed to be changed from Director Manheim to Director Gudger

5. Approve Recommendation of Finance Committee to Accept the October 2020 Financial Reports *

Director Hall commented that CTV still has not received an EIDL loan.

Director Rand motioned to approve with correction, seconded by director Manheim.
Approved unanimously.

REGULAR AGENDA

6. Election of Officers

Director Manheim nominated the following officers and Director Gudger seconded;

Guy Lasnier as Board Chair, Maitreya Maziarz as Vice Chair, Joe Hall as Treasurer, and Larry Laurent as Secretary.

Director Maziarz thanked everyone for their patience and support and is glad to continue as Vice-Chair.



BOARD OF DIRECTORS
Regular Meeting
November 23, 2020
5:00 P.M.
Zoom On-Line Meeting

325 Soquel Avenue
Santa Cruz, CA 95062

Approved unanimously.

Director Maziarz thanked Director Rand for all her work. Executive Director Reed thanked Director Rand. Director Hall thanked Director Rand. Director Manheim thanked Director Rand and commented that she was great to work with. Chair Lasnier commented that as incoming chair he would lean on her as ex-officio. Director O'Driscoll thanked Director Rand for welcoming her when she started. Director Rand stated that it is all the people in the organization and that we are all part of a big wheel that keeps it going and thanked the board. Director Maziarz passed the gavel to Chair Lasnier.

7. Appointment to Committees

Director Maziarz motioned to approve the committees listed in the packet with one change, Director Gudger will remain chair of Volunteer Advisory Committee instead of Director Maziarz as listed. Director O'Driscoll seconded. Approved unanimously.

8. Approval of 2021 Board Calendar

Director Manheim motioned to approve, Director Gudger seconded. Approved unanimously.

9. Approve Recommendation of Governance Committee to Adopt Amended Check-Signing Policy

Director Manheim stated that the policy was originally temporary due to COVID. Would like it to be permanent. Director Gudger asked what a signed stub means. Director Maziarz stated that it is what is electronically signed and there is not a physical signature from the board. Chair Executive Director Reed commented that she physically signs the check. Director Gudger commented that he just wanted to make sure he understood what was physical and what was electronic. Director Maziarz stated that the highlighted section was modified so that electronic was added before signed. Motion to approve with modified language, director Maziarz seconded. Approved unanimously.

10. Approve Recommendation of Governance Committee to Adopt Amended Check-Signing Policy

Director Gudger motioned to approve resolution, Director O'Driscoll seconded. Approved unanimously.

11. Oral Report of Executive Director *

Given.

12. Oral Report from Volunteer Advisory Committee (VAC) Committee Chair

Director Gudger stated that volunteers are not coming into the studio. Non-profits continue to be interested in PSAs and have done virtual ones.

13. Oral Report of Board Chair



BOARD OF DIRECTORS
Regular Meeting
November 23, 2020
5:00 P.M.
Zoom On-Line Meeting

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No report from incoming or outgoing Board Chairs. Chair Lasnier thanked everyone for their support and will lean on the Board for help.

14. Board Member / Staff Requests for Specific Items to Appear on next Meeting

None

15. Announcements

Director Hall went to the Felton Satellite office and was impressed.

16. Adjournment.

Director Maziarz Motioned to adjourn and Director O'Driscoll seconded. Approve unanimously.

Approved: _____
Board Chair

Attest: _____
Board Secretary

Community Television of Santa Cruz County
Capital Profit Loss Budget Performance
November
2020

	Annual Budget 2020-21	October 2020	November 2020	November Year to Date	% of Annual Budget	Amount Remaining
4000 · CAPITAL REVENUE						
4100 · County PEG Fees	500,000.00	0.00	0.00	150,000.00	30%	350,000.00
4105 · County PEG Fees - Youth Grant	100,000.00	0.00	0.00	0.00	0%	100,000.00
TOTAL INCOME	600,000.00	0.00	0.00	150,000.00	25%	450,000.00
5000 · CAPITAL EXPENDITURES						
5100 · Facility						
7400 · Facility Lease	247,364.00	20,990.81	18,716.60	97,703.44	39%	149,660.56
6701 · Facility/Equip. Insurance	11,143.00	926.59	926.59	4,566.95	41%	6,576.05
7058 · Leasehold Improvements/Capital	20,000.00	5,137.62	0.00	10,883.38		9,116.62
7300 · Facilities & Equipment Rental	1,000.00	46.34	46.34	231.70	23%	768.30
Total 5100 · Facility	279,507.00	27,101.36	19,689.53	113,385.47	41%	166,121.53
5200 · Equipment						
7215 · Copy Machine Lease	5,000.00	166.15	190.38	969.55	19%	4,030.45
7051 · Equipment Repair	5,000.00	435.83	83.33	1,090.40	22%	3,909.60
7054 · Captioning Equipment Lease	0.00	9,496.00	2,580.00	12,076.00	0%	(12,076.00)
7056 · Equipment - Depreciated	109,353.00	0.00	0.00	0.00	0%	103,603.13
7057 · Equipment - Non Depreciated	10,000.00	(4,842.94)	165.67	10,368.67	104%	(20,254.49)
7060 · Equipment Grant Program - Depreciated	100,000.00	0.00	0.00	0.00	0%	100,000.00
7061 · Equipment Leases	36,800.00	0.00	0.00	0.00	0%	36,525.00
7062 · Software as a Service	16,500.00	1,278.73	1,230.36	5,749.87	35%	10,750.13
Total 5200 · Equipment	282,653.00	6,533.77	4,249.74	30,254.49	11%	252,398.51
Capital Maintenance & Repair						
7063 - Building Maintenance	6400.00	566.49	549.52	2,814.02	44%	3,585.98
7064 - Equipment Maintenance	10600.00	892.67	892.67	4,463.35	42%	6,136.65
7065 - Equipment Repair	20180.00	1924.88	1908.38	9,671.46	48%	10,508.54
Total Capital Maintenance & Repair	37180.00	3384.04	3350.57	16,948.83	46%	20,231.17
5300 · Media Licensing						
7059 · Music Library	660.00	55.00	55.00	275.00	42%	385.00
Total 5300 · Media Licensing	660.00	55.00	55.00	275.00	42%	385.00
Total 5000 · CAPITAL EXPENDITURES	600,000.00	37,074.17	27,344.84	160,863.79	27%	439,136.21
NET INCOME/LOSS	0.00	(37,074.17)	(27,344.84)	(10,863.79)		

Community Television of Santa Cruz County
Operating Profit Loss Budget Performance
November
2020

	Annual Budget 2020-21	October 2020	November 2020	November Year to Date	% of Annual Budget	Amount Remaining
4300 · OPERATING REVENUE						
4101 · County BOS Meetings	21,000.00	2,092.50	2,247.50	14,647.00	70%	6,353.00
4103 · City of Capitola Gov. Meetings	7,000.00	580.50	795.50	3,762.50	54%	3,237.50
4104 · SCMTD Meetings	2,500.00	365.50	215.00	1,483.50	59%	1,016.50
4106 · City of Santa Cruz Gov. Mtg.	45,000.00	4,726.50	6,489.75	22,546.50	50%	22,453.50
4108 · SCCRTC Meetings	4,500.00	430.00	344.00	1,806.00	40%	2,694.00
4109 · SCWD Government Meetings	4,200.00	100.00	0.00	100.00	2%	4,100.00
4120 · Facility & Equipment Use	100,000.00	5,076.03	15,267.06	52,862.53	53%	47,137.47
4121 · SLVWD Meetings	4,600.00	651.48	1,032.00	2,930.48	64%	1,669.52
4122 · PVUSD	2,500.00	0.00	0.00	0.00	0%	2,500.00
4130 · Classes	0.00	0.00	0.00	0.00	0%	0.00
4165 · Donations	250.00	0.00	0.00	0.00	0%	250.00
4180 · Interest Earned	0.00	271.86	264.03	1,680.63		(1,680.63)
4185 · Misc. Income	1,000.00	56.00	0.00	112.00		888.00
4190 · Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00		0.00
4200 · Production Services	6,000.00	0.00	60.00	60.00	1%	5,940.00
4250 · Closed Captioning	42,000.00	1,575.00	1,125.00	9,637.50	23%	32,362.50
4260 · Equipment Service	5,000.00	651.28	651.28	3,132.65		1,867.35
PPP Loan	32,390.00	0.00	0.00	0.00		32,390.00
CTV Surplus	14,999.50	0.00	0.00	0.00		14,999.50
Total 4300 · OPERATING REVENUE	292,939.50	16,576.65	28,491.12	114,761.29	39%	178,178.21
TOTAL INCOME	292,939.50	16,576.65	28,491.12	114,761.29	39%	178,178.21
6000 · OPERATING EXPENSES						
6100 · Advertising	11,000.00	404.09	463.13	2,171.21	20%	8,828.79
6300 · Bank Charges	2,500.00	106.69	140.39	852.45	34%	1,647.55
6600 · Dues & Subscriptions	1,500.00	87.95	312.95	724.75	48%	775.25
7100 · Office Supplies	1,000.00	74.29	0.00	91.57	9%	908.43
7105 · Production Expenses	500.00	0.00	0.00	5.00	1%	495.00
7200 · Postage/Freight	375.00	0.00	0.00	249.75	67%	125.25
7205 · Printing	250.00	0.00	0.00	0.00	0%	250.00
7401 · Facility Supplies	3,000.00	83.82	380.77	916.71	31%	2,083.29
7640 · Licenses/Fees/Misc. Taxes	100.00	0.00	0.00	44.00	44%	56.00
7700 · Telephone/Telecommunications/Internet	1,920.00	160.04	160.04	809.72	42%	1,110.28
Total 6000 - Operating Expenses	22,145.00	916.88	1,457.28	5,865.16	26%	16,279.84
6800 · Contracted Services						
6900 · Contract Services-Audit Services	2,500.00	0.00	0.00	(515.00)	-21%	3,015.00
7001 · Contract Services-Production Support	0.00	0.00	0.00	0.00	0%	515.00
7007 · Contract Services-CMAP	0.00	0.00	0.00	0.00	0%	0.00
7010 · Contract Services-Consulting	2,000.00	0.00	0.00	0.00	0%	2,000.00
7110 · Contract Services-Legal	3,000.00	0.00	0.00	2,700.00	90%	300.00
7910 · Contract Services-Equipment Technicians	0.00	0.00	0.00	0.00	0%	0.00
7920 · Contract Services-Captioning	21,000.00	478.50	618.75	4,206.95	20%	16,793.05
Total 6800 · Contracted Services	28,500.00	478.50	618.75	6,391.95	22%	22,108.05
7000 · Staff Development & Fundraising						
7405 · Training/conferences	2,000.00	147.50	147.50	737.50	37%	1,262.50
7800 · Travel/Meals	800.00	41.03	0.00	41.03	5%	758.97
8600 · Special Events Expense	1,000.00	0.00	0.00	0.00	0%	1,000.00
Total 7000 · Staff Development & Fundraising	3,800.00	188.53	147.50	778.53	20%	3,021.47

Community Television of Santa Cruz County
Operating Profit Loss Budget Performance
November
2020

	Annual Budget 2020-21	October 2020	November 2020	November Year to Date	% of Annual Budget	Amount Remaining
7500 · Operating Salaries & Benefits						
7525 · Salaries - Executive Director	80,720.00	6,729.33	6,729.33	33,646.65	42%	47,073.35
7530 · Salaries - Coworking Community Coordinator	31,820.00	2,265.94	2,198.07	11,256.00	35%	20,564.00
7535 · Salaries - Accountant	16,377.00	970.20	904.20	5,039.23	31%	11,337.77
7542 · Salaries - Media Services Coordinator	42,848.00	3,570.67	3,570.67	17,853.35	42%	24,994.65
7585 · Salaries - Government Technicians	18,488.00	1,844.58	1,925.12	9,041.85	49%	9,446.15
7589 · Salaries - Extra Help Trainers, Technicians	3,000.00	0.00	0.00	1,354.74	45%	1,645.26
7621 · Payroll Taxes	20,029.50	1,531.70	1,548.25	7,705.27	38%	12,324.23
7635 · Workers Comp	2,012.00	111.33	111.33	948.65	47%	1,063.35
7630 · Health/Dental/Vision	18,200.00	900.01	1,241.70	7,057.84	39%	11,142.16
7632 · Severance/Vacation Payouts	5,000.00	0.00	0.00	0.00	0%	5,000.00
Total 7500 · Operating Salaries & Benefits	238,494.50	17,923.76	18,228.67	93,903.58	39%	144,590.92
TOTAL EXPENSES	292,939.50	19,507.67	20,452.20	106,939.22	37%	186,000.28
NET INCOME/LOSS	0.00	(2,931.02)	8,038.92	7,822.07	6.8%	

Community Television of Santa Cruz County

BALANCE SHEET

As of November 30, 2020

		TOTAL
ASSETS		
Current Assets		
Bank Accounts		
1010 Checking-SCCCU		0.00
1015 PayPal Checking-SCCCU		0.00
1020 Savings-SCCCU		0.00
1021 Petty Cash Fund		38.70
1070 CD 12 month Cert SCCC		0.00
1075 Checking - Lighthouse Bank		657,064.81
1080 Savings - Lighthouse Bank		887,860.17
1085 CD 12-23 Month - Lighthouse Bank		0.00
1099 Cash Box		0.00
Total Bank Accounts		\$1,544,963.68
Accounts Receivable		
1114 Temp A/R		0.00
1115 Accounts Receivable		15,344.75
1116 Grants Receivable		0.00
Total Accounts Receivable		\$15,344.75

Community Television of Santa Cruz County

BALANCE SHEET

As of November 30, 2020

	TOTAL
Other Current Assets	
1117 A/R - Temp. Restricted	0.00
1125 County Reserve Acct. Restricted	0.00
1200 Prepaid Insurance	
1201 Health	0.00
1202 Accident	0.00
1203 Crime Coverage	0.00
1206 Workers Comp Deposit	347.85
1209 Liability / D&O (SLIP)	0.00
1210 Property Liability (SPIP)	6,101.66
Total 1200 Prepaid Insurance	6,449.51
1260 Prepaid Expenses	26,787.06
1300 PFG Common Stock	4,931.00
1400 Undeposited Funds	0.00
Repayment	
Health Insurance	0.00
Total Repayment	0.00
Total Other Current Assets	\$38,167.57
Total Current Assets	\$1,598,476.00
Fixed Assets	
1600 Production Equipment	1,096,176.28
1700 Accum Depr-Production Equipment	-975,061.08
Total 1600 Production Equipment	121,115.20
1620 Office Furniture/Equipment	122,181.80
1720 Accum Depr-Furniture/Equipment	-117,880.79
Total 1620 Office Furniture/Equipment	4,301.01
1625 Leasehold Improvement	207,697.15
1725 Accum Depr-Leasehold Improv.	-148,503.06
Total 1625 Leasehold Improvement	59,194.09
1670 Broadcasting Equipment	28,933.89
Total Fixed Assets	\$213,544.19
TOTAL ASSETS	\$1,812,020.19

Community Television of Santa Cruz County

BALANCE SHEET

As of November 30, 2020

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts Payable	5,083.97
Total Accounts Payable	\$5,083.97
Other Current Liabilities	
2110 Sales Tax Payable	0.00
2111 Sales Tax (Manual entry)	0.00
2140 Accrued Vacation	9,133.15
2150 PPP Loan	32,390.00
24000 Payroll Liabilities	1,034.98
CA PIT / SDI	469.68
CA SUI / ETT	-715.78
Federal Taxes (941/944)	4,183.62
Total 24000 Payroll Liabilities	4,972.50
Board of Equalization Payable	0.00
Direct Deposit Payable	0.00
Total Other Current Liabilities	\$46,495.65
Total Current Liabilities	\$51,579.62
Long-Term Liabilities	
2400 Business Equipment Loan 33736	0.00
Total Long-Term Liabilities	\$0.00
Total Liabilities	\$51,579.62
Equity	
3000 Opening Bal Equity	0.00
3015 Net Assets-Temp Restricted	0.00
3900 Retained Earnings	549,780.90
3905 Retained Earnings - Capital Reserves	1,213,701.40
Net Income	-3,041.73
Total Equity	\$1,760,440.57
TOTAL LIABILITIES AND EQUITY	\$1,812,020.19

EQUITY:

Capital Reserves	\$ 971,007.55
Capital Reserves - Youth Grant	\$ 231,830.06
Operating Reserves	\$ 198,738.73
PPP Loan	\$ 32,390.00
Other Assets	\$ 378,053.85
TOTAL	\$ 1,812,020.19

Community Television of Santa Cruz County
Capital Profit Loss Budget Performance
December
2020

	Annual Budget 2020-21	November 2020	December 2020	December Year to Date	% of Annual Budget	Amount Remaining
4000 · CAPITAL REVENUE						
4100 · County PEG Fees	500,000.00	0.00	150,000.00	300,000.00	60%	200,000.00
4105 · County PEG Fees - Youth Grant	100,000.00	0.00	0.00	0.00	0%	100,000.00
TOTAL INCOME	600,000.00	0.00	150,000.00	300,000.00	50%	300,000.00
5000 · CAPITAL EXPENDITURES						
5100 · Facility						
7400 · Facility Lease	247,364.00	18,716.60	17,992.81	115,696.25	47%	131,667.75
6701 · Facility/Equip. Insurance	11,143.00	926.59	926.59	5,493.54	49%	5,649.46
7058 · Leasehold Improvements/Capital	20,000.00	0.00	0.00	10,883.38		9,116.62
7300 · Facilities & Equipment Rental	1,000.00	46.34	46.34	278.04	28%	721.96
Total 5100 · Facility	279,507.00	19,689.53	18,965.74	132,351.21	47%	147,155.79
5200 · Equipment						
7215 · Copy Machine Lease	5,000.00	190.38	182.43	1,151.98	23%	3,848.02
7051 · Equipment Repair	5,000.00	83.33	233.33	1,323.73	26%	3,676.27
7054 · Captioning Equipment Lease	0.00	2,580.00	2,580.00	14,656.00	0%	(14,656.00)
7056 · Equipment - Depreciated	109,353.00	0.00	0.00	0.00	0%	102,346.15
7057 · Equipment - Non Depreciated	10,000.00	165.67	988.29	11,356.96	114%	(25,495.52)
7060 · Equipment Grant Program - Depreciated	100,000.00	0.00	0.00	0.00	0%	100,000.00
7061 · Equipment Leases	36,800.00	0.00	0.00	0.00	0%	36,470.00
7062 · Software as a Service	16,500.00	1,230.36	1,256.98	7,006.85	42%	9,493.15
Total 5200 · Equipment	282,653.00	4,249.74	5,241.03	35,495.52	13%	247,157.48
Capital Maintenance & Repair						
7063 - Building Maintenance	6400.00	549.52	626.62	3,440.64	54%	2,959.36
7064 - Equipment Maintenance	10600.00	892.67	892.67	5,356.02	51%	5,243.98
7065 - Equipment Repair	20180.00	1908.38	1904.62	11,576.08	57%	8,603.92
Total Capital Maintenance & Repair	37180.00	3350.57	3423.91	20,372.74	55%	16,807.26
5300 · Media Licensing						
7059 · Music Library	660.00	55.00	55.00	330.00	50%	330.00
Total 5300 · Media Licensing	660.00	55.00	55.00	330.00	50%	330.00
Total 5000 · CAPITAL EXPENDITURES	600,000.00	27,344.84	27,685.68	188,549.47	31%	411,450.53
NET INCOME/LOSS	0.00	(27,344.84)	122,314.32	111,450.53		

Community Television of Santa Cruz County
Operating Profit Loss Budget Performance
December
2020

	Annual Budget 2020-21	November 2020	December 2020	December Year to Date	% of Annual Budget	Amount Remaining
4300 · OPERATING REVENUE						
4101 · County BOS Meetings	21,000.00	2,247.50	1,860.00	16,507.00	79%	4,493.00
4103 · City of Capitola Gov. Meetings	7,000.00	795.50	688.00	4,450.50	64%	2,549.50
4104 · SCMTD Meetings	2,500.00	215.00	344.00	1,827.50	73%	672.50
4106 · City of Santa Cruz Gov. Mtg.	45,000.00	6,489.75	7,668.50	30,215.00	67%	14,785.00
4108 · SCCRTC Meetings	4,500.00	344.00	473.00	2,279.00	51%	2,221.00
4109 · SCWD Government Meetings	4,200.00	0.00	0.00	100.00	2%	4,100.00
4120 · Facility & Equipment Use	100,000.00	15,267.06	10,361.70	63,224.23	63%	36,775.77
4121 · SLVWD Meetings	4,600.00	1,032.00	1,261.00	4,191.48	91%	408.52
4122 · PVUSD	2,500.00	0.00	0.00	0.00	0%	2,500.00
4130 · Classes	0.00	0.00	0.00	0.00	0%	0.00
4165 · Donations	250.00	0.00	0.00	0.00	0%	250.00
4180 · Interest Earned	0.00	264.03	119.87	1,800.50		(1,800.50)
4185 · Misc. Income	1,000.00	0.00	56.00	168.00		832.00
4190 · Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00		0.00
4200 · Production Services	6,000.00	60.00	140.00	200.00	3%	5,800.00
4250 · Closed Captioning	42,000.00	1,125.00	1,125.00	10,762.50	26%	31,237.50
4260 · Equipment Service	5,000.00	651.28	651.28	3,783.93		1,216.07
PPP Loan	32,390.00	0.00	0.00	0.00		32,390.00
CTV Surplus	14,999.50	0.00	0.00	0.00		14,999.50
Total 4300 · OPERATING REVENUE	292,939.50	28,491.12	24,748.35	139,509.64	48%	153,429.86
TOTAL INCOME	292,939.50	28,491.12	24,748.35	139,509.64	48%	153,429.86
6000 · OPERATING EXPENSES						
6100 · Advertising	11,000.00	463.13	300.72	2,471.93	22%	8,528.07
6300 · Bank Charges	2,500.00	140.39	164.49	1,016.94	41%	1,483.06
6600 · Dues & Subscriptions	1,500.00	312.95	87.95	812.70	54%	687.30
7100 · Office Supplies	1,000.00	0.00	207.96	299.53	30%	700.47
7105 · Production Expenses	500.00	0.00	0.00	5.00	1%	495.00
7200 · Postage/Freight	375.00	0.00	112.55	362.30	97%	12.70
7205 · Printing	250.00	0.00	0.00	0.00	0%	250.00
7401 · Facility Supplies	3,000.00	380.77	167.88	1,084.59	36%	1,915.41
7640 · Licenses/Fees/Misc. Taxes	100.00	0.00	0.00	44.00	44%	56.00
7700 · Telephone/Telecommunications/Internet	1,920.00	160.04	160.04	969.76	51%	950.24
Total 6000 - Operating Expenses	22,145.00	1,457.28	1,201.59	7,066.75	32%	15,078.25
6800 · Contracted Services						
6900 · Contract Services-Audit Services	2,500.00	0.00	0.00	(515.00)	-21%	3,015.00
7001 · Contract Services-Production Support	0.00	0.00	0.00	0.00	0%	515.00
7007 · Contract Services-CMAP	0.00	0.00	0.00	0.00	0%	0.00
7010 · Contract Services-Consulting	2,000.00	0.00	0.00	0.00	0%	2,000.00
7110 · Contract Services-Legal	3,000.00	0.00	0.00	2,700.00	90%	300.00
7910 · Contract Services-Equipment Technicians	0.00	0.00	0.00	0.00	0%	0.00
7920 · Contract Services-Captioning	21,000.00	618.75	871.25	5,078.20	24%	15,921.80
Total 6800 · Contracted Services	28,500.00	618.75	871.25	7,263.20	25%	21,236.80
7000 · Staff Development & Fundraising						
7405 · Training/conferences	2,000.00	147.50	147.50	885.00	44%	1,115.00
7800 · Travel/Meals	800.00	0.00	108.68	149.71	19%	650.29
8600 · Special Events Expense	1,000.00	0.00	0.00	0.00	0%	1,000.00
Total 7000 · Staff Development & Fundraising	3,800.00	147.50	256.18	1,034.71	27%	2,765.29

Community Television of Santa Cruz County
Operating Profit Loss Budget Performance
December
2020

	Annual Budget 2020-21	November 2020	December 2020	December Year to Date	% of Annual Budget	Amount Remaining
7500 · Operating Salaries & Benefits						
7525 · Salaries - Executive Director	80,720.00	6,729.33	6,729.33	40,375.98	50%	40,344.02
7530 · Salaries - Coworking Community Coordinator	31,820.00	2,198.07	2,506.48	13,762.48	43%	18,057.52
7535 · Salaries - Accountant	16,377.00	904.20	889.15	5,928.38	36%	10,448.62
7542 · Salaries - Media Services Coordinator	42,848.00	3,570.67	3,570.67	21,424.02	50%	21,423.98
7585 · Salaries - Government Technicians	18,488.00	1,925.12	1,137.84	10,179.69	55%	8,308.31
7589 · Salaries - Extra Help Trainers, Technicians	3,000.00	0.00	246.62	1,601.36	53%	1,398.64
7621 · Payroll Taxes	20,029.50	1,548.25	1,467.25	9,172.52	46%	10,856.98
7635 · Workers Comp	2,012.00	111.33	111.33	1,059.98	53%	952.02
7630 · Health/Dental/Vision	18,200.00	1,241.70	801.34	7,859.18	43%	10,340.82
7632 · Severance/Vacation Payouts	5,000.00	0.00	0.00	0.00	0%	5,000.00
Total 7500 · Operating Salaries & Benefits	238,494.50	18,228.67	17,460.01	111,363.59	47%	127,130.91
TOTAL EXPENSES	292,939.50	20,452.20	19,789.03	126,728.25	43%	166,211.25
NET INCOME/LOSS	0.00	8,038.92	4,959.32	12,781.39	9.2%	

Community Television of Santa Cruz County

BALANCE SHEET

As of December 31, 2020

		TOTAL
ASSETS		
Current Assets		
Bank Accounts		
1010 Checking-SCCCU		0.00
1015 PayPal Checking-SCCCU		0.00
1020 Savings-SCCCU		0.00
1021 Petty Cash Fund		55.46
1070 CD 12 month Cert SCCC		0.00
1075 Checking - Lighthouse Bank		769,591.98
1080 Savings - Lighthouse Bank		137,892.87
1081 CDAR 13wk SCCU		250,000.00
1082 CDAR 126wk SCCU		250,000.00
1083 ICS SCCU		250,000.00
1085 CD 12-23 Month - Lighthouse Bank		0.00
1099 Cash Box		0.00
Total Bank Accounts		\$1,657,540.31
Accounts Receivable		
1114 Temp A/R		0.00
1115 Accounts Receivable		11,052.50
1116 Grants Receivable		0.00
Total Accounts Receivable		\$11,052.50

Community Television of Santa Cruz County

BALANCE SHEET

As of December 31, 2020

	TOTAL
Other Current Assets	
1117 A/R - Temp. Restricted	0.00
1125 County Reserve Acct. Restricted	0.00
1200 Prepaid Insurance	
1201 Health	0.00
1202 Accident	0.00
1203 Crime Coverage	0.00
1206 Workers Comp Deposit	664.77
1209 Liability / D&O (SLIP)	0.00
1210 Property Liability (SPIP)	5,777.52
Total 1200 Prepaid Insurance	6,442.29
1260 Prepaid Expenses	27,098.13
1300 PFG Common Stock	4,931.00
1400 Undeposited Funds	0.00
Repayment	
Health Insurance	0.00
Total Repayment	0.00
Total Other Current Assets	\$38,471.42
Total Current Assets	\$1,707,064.23
Fixed Assets	
1600 Production Equipment	1,096,176.28
1700 Accum Depr-Production Equipment	-975,061.08
Total 1600 Production Equipment	121,115.20
1620 Office Furniture/Equipment	122,181.80
1720 Accum Depr-Furniture/Equipment	-117,880.79
Total 1620 Office Furniture/Equipment	4,301.01
1625 Leasehold Improvement	207,697.15
1725 Accum Depr-Leasehold Improv.	-148,503.06
Total 1625 Leasehold Improvement	59,194.09
1670 Broadcasting Equipment	28,933.89
Total Fixed Assets	\$213,544.19
TOTAL ASSETS	\$1,920,608.42

Community Television of Santa Cruz County

BALANCE SHEET

As of December 31, 2020

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts Payable	-13,645.06
Total Accounts Payable	\$ -13,645.06
Other Current Liabilities	
2110 Sales Tax Payable	0.00
2111 Sales Tax (Manual entry)	0.00
2140 Accrued Vacation	9,133.15
2150 PPP Loan	32,390.00
24000 Payroll Liabilities	1,034.98
CA PIT / SDI	465.30
CA SUI / ETT	-645.24
Federal Taxes (941/944)	4,161.08
Total 24000 Payroll Liabilities	5,016.12
Board of Equalization Payable	0.00
Direct Deposit Payable	0.00
Total Other Current Liabilities	\$46,539.27
Total Current Liabilities	\$32,894.21
Long-Term Liabilities	
2400 Business Equipment Loan 33736	0.00
Total Long-Term Liabilities	\$0.00
Total Liabilities	\$32,894.21
Equity	
3000 Opening Bal Equity	0.00
3015 Net Assets-Temp Restricted	0.00
3900 Retained Earnings	549,780.90
3905 Retained Earnings - Capital Reserves	1,213,701.40
Net Income	124,231.91
Total Equity	\$1,887,714.21
TOTAL LIABILITIES AND EQUITY	\$1,920,608.42

EQUITY:

Capital Reserves	\$1,093,322.27
Capital Reserves - Youth Grant	\$ 231,830.06
Operating Reserves	\$ 203,698.05
PPP Loan	\$ 32,390.00
Other Assets	\$ 326,473.83
TOTAL	\$1,887,714.21



Christina Granados

Prior to joining the US Census Bureau as a Partnership Specialist (Santa Cruz, Monterey and San Benito Counties – bilingual/Spanish), Christina served as a Policy Lead at HCM Strategists, a Washington DC-based policy and advocacy firm, providing technical assistance to state-level policy leaders relative to equity issues in higher education. Christina has previously led various education initiatives, serving as Education Policy and Advocacy Director at the Alliance for A Better Community (“ABC”), and Policy Director at Parent Revolution, non-profit organizations working to promote educational equity in communities of color. A Peruvian immigrant, she honed her policy, advocacy, and community organizing skills serving in a variety of leadership roles in public interest organizations such as the California Immigrant Policy Center, Amnesty International, and Neighborhood Legal Services.

Christina earned her bachelor’s degree at UCLA (go Bruins!) with honors and a triple major in Political Science, History, and International Development Studies. She also earned her Juris Doctorate at the UCLA School of Law, specializing in Public Interest Law & Policy and Critical Race Studies. While at UCLA, Christina helped to develop the Juvenile Justice Project, a collaboration between UCLA and Learning Rights Law Center focused on addressing the school-to-prison pipeline. She subsequently received her Master of Education at Harvard University, where she was awarded a Zuckerman Fellowship by the Harvard Kennedy School of Government’s Center for Public Leadership. A former Ralph J. Bunche Fellow and Education Pioneers Fellow, Christina is passionate about community service.

David Warren's summary background:

I came to the Santa Cruz area in 1973 after completing a Master's Degree in Psychology with an emphasis on teaching psychology to community college students. The degree gave me two community college credentials, Teaching and Counseling. I was hired at Cabrillo College to establish a counseling and outreach program for returning Vietnam veterans. I established a nationally recognized program. During this time our program increased the population of veterans from a couple hundred to over 1200 students. Also, during this time I worked with the Director of Disability Services to hire a researcher to study the vet population to see how many of them were learning disabled. 10% were, and this qualified the college to receive state funds for a Learning Disability Program for the general student population.

I served as an interim coordinator for the program until we could hire a credentialed Learning Disability Specialist. At such time I became a counselor for the program as well as the general disabled population. I became interested in computers by the late 70s and worked with a colleague to establish one of the first adaptive computer labs for disabled students in California Community colleges. These were Apple II computers modified to allow paralyzed students to use a mouth stick to run relevant software.

My computer interests led to my becoming the instructor for Individualized Instruction located in the college's Library Learning Center. While working in this capacity, I established the first Macintosh lab in the center and on campus. I also began to teach computer science classes evenings and taught the first Desktop Publishing class at Cabrillo.

The college began to realize how important computers were and how the faculty and staff needed to learn how to use them. As a result, I was asked to design the college's Teaching and Learning Center in the newly remodeled library. I then became the instructor for faculty and staff.

I continued to teach computer courses on the side in the digital media area and welcomed the opportunity to found the Digital Media Program with my colleague and friend, Beth Regards. I taught full-time teaching Intro to Digital Video, HTML, Web design and other digital media classes.

I retired from Cabrillo in 2007 after 34 years.

3 friends, including my wife, and I had a company in the 80s and produced software for a New York media company that sold an 80-hour set of 44 long-play, laser disks with historical video dating back to the invention of film. Our software converted their printed index into the "The HyperCard Companion to the Video Encyclopedia of the 20th Century" navigable with a Macintosh computer.

I founded TEDX Santa Cruz in 2010 and continue as a member of the speaker curation committee. To date, our speakers' talks have been viewed around 4 million times on TED's YouTube channel. You can see all our talks by simply going to TEDxSantaCruz.org

Currently, I am a board member for TheHubX.org non-profit. You can view the HubX web site at TheHubX.org. HubX is currently on hiatus and going through a major transition period and is no longer housed in downtown Santa Cruz. The central focus of HubX is: "A new kind of media center, focused on visualizing and sharing creative ideas that intersect technology, science, art and education. And a place for local youth to engage with the changes and challenges that are happening today, since they will ultimately will be designing the world of tomorrow."

My past experience includes: Growing up on a small farm in southern Ohio, 4 years in the Navy as an aviation electrician, phone installer, aviation electrician for Pacific Southwest Airlines, and a three-year volunteer for hospice, where I was a Camp Erin cabin buddy for children who lost a loved one, and as a co-group counseling leader for adults who have lost a mate.

I worked with a designer/contractor to build two custom homes in the Soquel area.

I am passionate about digital media and its creative use with youth.

I am happily married to Katherine Morris MD and we have a wonderful daughter who is 29. Kit and I were overjoyed at Thanksgiving, to be informed that Kaila has become engaged to a wonderful man.

1. Administration

- Financial
 - o CA Relief Grant
 - We have applied for the grant.
 - We are eligible for \$15,000.
 - o EIDL
 - Our status is "funding."
 - o PPP
 - We don't qualify for the second round of PPP funding.
 - We expect our original loan will be forgiven as we meet the qualifications for a grant.
 - The government is issuing new streamlined reporting guidance for loans under \$50,000.
 - The guidance has not been released yet
 - We have been directed not to file a report until the new guidance is issued.

Coworking

- Our breakeven number in the coworking center is \$10,000 per month. In November we earned \$15,116. In December we earned \$10,252.
- November is abnormally high due to a customer paying for October in November and one paying for December in November.

** This report shows funds that have been received. Our financial report shows funds that have been to our bank account. The numbers may vary slightly due to timing.*

Paid Services

Completed

- o *Government Meeting Services*
 - CTV provided coverage 16 regular meetings in November and 11 in December.
 - CTV produced/telecast 6 Government webinars in November and 6 in December.

New Services

- o *We will begin hosting webinars for SC CTY Board of Supervisors in January*
- o *We will be hosting webinars for SC CTY Health Services beginning in January*

- o *We will be hosting webinars for Public Works and for the Planning Department in January.*

2. Facilities & Equipment

Equipment

- We purchased a new computer for Accounting.

3. Mission Programming

Completed

- Interns completed three episodes of Joining Me Now.
 - o Jodi Frediani, Wildlife Photographer
 - o Rachel Kippen, Environmental Activist
 - o Curtis Reliford, Humanitarian
- Shows will air in January

4. Social Media

Coronavirus

- We have shared press releases coming from SC Public Health as well as the Governor.
- We telecast recordings of SC CTY health conferences.
 - o Going forward we will host the County's Public Health Press conferences via Zoom.

Coworking

- We have implemented a new social media strategy. Ian is regularly posting branded, informative content designed to help, engage, and build an audience of entrepreneurs and current members.

Studio

- We have created a Facebook page for the studio/equipment rental enterprise. We will be developing other platforms as well. We are following the same content strategy as the coworking center. Our goal is to engage video professionals with relevant content and inform them about our services.

5. Outreach

- Save Our Shores
 - o Save Our Shores will partner with CTV to help implement the pandemic version of our Youth Grant.