



325 Soquel Avenue
Santa Cruz, CA 95062

BOARD OF DIRECTORS

Regular Meeting

March 22, 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, Christina Granados, David Warren

[quorum is six]

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 February 22, 2021*

5. Approve Finance Committee recommendation to accept February 2021 financial reports *

REGULAR AGENDA

6. Approve Finance Committee recommendation to accept 2021-2022 budget*

7. Form an Education Committee with members David Warren (chair), Elizabeth Shaw, Christina Granados, Mathilde Rand, and Keith Gudger. The committee's goal is to increase the educational outreach of CTV through partnerships with educational organizations.
8. Oral Report of Executive Director *
9. Oral Report of Board Chair
10. Board Member / Staff requests for specific items to appear on next meeting agenda
11. Announcements
12. 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

March 22, 2021

5:00 p.m.

Zoom online 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, Christina Granados, David Warren

[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
February 22, 2021
5:00 P.M.
Zoom On-Line Meeting

MINUTES

1. Roll Call

Present: Guy Lasnier, Maitreya Maziarz, Tom Manheim, Larry Laurent, Keith Gudger, Janice O'Driscoll, Joe Hall, Christina Granados, David Warren

Absent: Elizabeth Shaw

[quorum is six]

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.

None

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 January 25, 2021

5. Approve Executive Committee meeting minutes of January 29, 2021*

6. Approve Recommendation of Finance Committee to Accept the January 2021 Financial Reports *

Director Manheim asked Director Hall to comment. Director Hall mentioned additional funding and that three offices were vacated. Is on the Executive Director report. Motion to approve Consent agenda Director Manheim, Seconded Director Hall. Approved unanimously.

REGULAR AGENDA

7. Remembrance of the contributions of former board member Doree Steinmann, Capitola representative for 11 years*

Director Gudger discussed that he had worked with Doree for 11 years during a tumultuous period. Worked with her on different projects as well. Director Hall stated that Doree had produced over 100 programs. She was quiet on the board, but when she spoke, people listened. She originally nominated Director Hall for Treasurer. Brought stability to difficult times.



BOARD OF DIRECTORS
Regular Meeting
February 22, 2021
5:00 P.M.
Zoom On-Line Meeting

325 Soquel Avenue
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8. Consider Finance Committee recommendation to approve Satellite fee increase and repayment; approve increase to \$2,500 starting Feb.1, 2021.

Executive Director Reed presented the Finance Committee recommendation to increase the Satellite Television management fee from \$1500/month to \$2500/month effective February 1, 2021. The revenues have never reached the \$17,000 required for the fee to increase beyond \$1500. Director Lasnier commented that it was recommended by the Finance Committee. Director Gudger commented that it may help with future negotiations. Motion to approve \$2500 per month Satellite Television management fee effective February 1, 2021 Director Manheim. Seconded Director Gudger. Approved Unanimously.

9. Authorize the purchase of up to 25 production kits not to exceed \$43,000 funded by Youth Grant for student video production classes. *

Executive Director Reed presented the temporary video production kit that would allow students to create video on their own. The organizations and schools would get to use the equipment for one month and end up with video for CTV. Looking at a home school group with four students as a beta and get feedback. Director Hall like the idea, fits well with age group. Director Granados likes the passion and excitement of the program. Asked about the intended age group. Executive Director Reed stated that it was for elementary through high school. Director Warren felt that it was an exiting option and a great idea. Director Maziarz stated that the funding was earmarked, and it has been harder to find participants with old program. Director Maziarz added that this is now a skill that goes across fields. Important to get into the hands of low-income people and those who would not have access. Executive Director Reed added that storytelling is a good thing to learn. Director Manheim commented that it has been discussed with the county. Motion to approve funding for the Youth Grant Director Maziarz, seconded Director O'Driscoll. Approved unanimously.

10. Discussion of committee assignments with new directors

Director Warren brought up the idea of an Education Committee to help teachers, especially with the COVID issues in the classroom. Teachers are struggling and need help with the technology. Chair Lasnier felt it was appropriate. Director Hall asked how we would connect with schools, maybe get something on TV. Executive Director Reed said that she had talked to Director Shaw about this. Director Hall commented that over the years there has been a higher level of acceptance at Pajaro. Director Granados would be interested and has contacts. Director Granados started the need can be more complex in Pajaro. Director Gudger stated there is no action needed. Will come up with a proposal.

11. Oral Report of Executive Director *

Given. Director Laurent brought up the pending legislation on the continuation of remote meeting access even after live meetings return.

12. Oral Report of Board Chair

Chair Lasnier reported that he will send out the included calendar to board.



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BOARD OF DIRECTORS
Regular Meeting
February 22, 2021
5:00 P.M.
Zoom On-Line Meeting

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

Budget will be brought back at March meeting.

14. Announcements

Director Gudger asked if they had spoken with the Office of Education earlier. Executive Director Reed stated she had, but they were overwhelmed at the time.

15. Closed Session pursuant to Brown Act section 54956.8

Adjourned to Closed Session at 5:54

16. Adjournment.

No reportable action taken in closed session.

Director Gudger Motioned to adjourn and Director Manheim seconded. Approved unanimously.

Approved: _____
Board Chair

Attest: _____
Board Secretary

Community Television of Santa Cruz County
Operating Profit Loss Budget Performance
February
2021

	Annual Budget 2020-21	January 2021	February 2021	February Year to Date	% of Annual Budget	Amount Remaining
4300 · OPERATING REVENUE						
4101 · County BOS Meetings	21,000.00	1,240.00	2,092.50	19,839.50	94%	1,160.50
4103 · City of Capitola Gov. Meetings	7,000.00	559.00	795.50	5,805.00	83%	1,195.00
4104 · SCMTD Meetings	2,500.00	0.00	344.00	2,171.50	87%	328.50
4106 · City of Santa Cruz Gov. Mtg.	45,000.00	2,906.25	2,748.75	35,870.00	80%	9,130.00
4108 · SCCRTC Meetings	4,500.00	408.50	473.00	3,160.50	70%	1,339.50
4109 · SCWD Government Meetings	4,200.00	0.00	0.00	100.00	2%	4,100.00
4120 · Facility & Equipment Use	100,000.00	6,605.42	7,167.85	76,997.50	77%	23,002.50
4121 - SLVWD Meetings	4,600.00	1,411.50	831.00	6,433.98	140%	(1,833.98)
4123 - Webinar Meetings	0.00	0.00	232.50	232.50		(232.50)
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	100.00	0.00	100.00	40%	150.00
4180 · Interest Earned	0.00	126.59	110.65	2,037.74		(2,037.74)
4185 · Misc. Income	1,000.00	0.00	0.00	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	0.00	80.00	280.00	5%	5,720.00
4250 - Closed Captioning	42,000.00	1,725.00	2,250.00	14,737.50	35%	27,262.50
4260 - Equipment Service	5,000.00	651.28	651.28	5,086.49		(86.49)
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	15,733.54	17,777.03	173,020.21	59%	119,919.29
TOTAL INCOME	292,939.50	15,733.54	17,777.03	173,020.21	59%	119,919.29
6000 · OPERATING EXPENSES						
6100 · Advertising	11,000.00	432.51	497.92	3,402.36	31%	7,597.64
6300 · Bank Charges	2,500.00	109.02	119.94	1,245.90	50%	1,254.10
6600 · Dues & Subscriptions	1,500.00	87.95	487.95	1,388.60	93%	111.40
7100 · Office Supplies	1,000.00	0.00	20.75	320.28	32%	679.72
7105 - Production Expenses	500.00	0.00	0.00	5.00	1%	495.00
7200 · Postage/Freight	375.00	130.01	0.00	492.31	131%	(117.31)
7205 · Printing	250.00	0.00	0.00	0.00	0%	250.00
7401 · Facility Supplies	3,000.00	165.28	92.02	1,341.89	45%	1,658.11
7640 · Licenses / Fees / Misc. Taxes	100.00	99.00	(10.00)	133.00	133%	(33.00)
7700 · Telephone / Telecommunications / Internet	1,920.00	188.21	188.21	1,346.18	70%	573.82
Total 6000 - Operating Expenses	22,145.00	1,211.98	1,396.79	9,675.52	44%	12,469.48
6800 · Contracted Services						
6900 · Contract Services-Audit Services	2,500.00	1,515.00	0.00	1,000.00	40%	1,500.00
7001 · Contract Services-Production Support	0.00	0.00	0.00	0.00	0%	0.00
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	100.00	2,800.00	93%	200.00
7910 - Contract Services-Equipment Technicians	0.00	0.00	0.00	0.00	0%	0.00
7920 · Contract Services-Captioning	21,000.00	290.00	1,282.50	6,650.70	32%	14,349.30
Total 6800 · Contracted Services	28,500.00	1,805.00	1,382.50	10,450.70	37%	18,049.30
7000 · Staff Development & Fundraising						
7405 · Training / conferences	2,000.00	1,474.93	0.00	2,359.93	118%	(359.93)
7800 · Travel / Meals	800.00	41.44	0.00	191.15	24%	608.85
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	1,516.37	0.00	2,551.08	67%	1,248.92

Community Television of Santa Cruz County
Operating Profit Loss Budget Performance
February
2021

	Annual Budget 2020-21	January 2021	February 2021	February Year to Date	% of Annual Budget	Amount Remaining
7500 · Operating Salaries & Benefits						
7525 · Salaries - Executive Director	80,720.00	6,729.33	6,996.32	54,101.63	67%	26,618.37
7530 · Salaries - Coworking Community Coordinator	31,820.00	2,059.15	1,725.16	17,546.79	55%	14,273.21
7535 · Salaries - Accountant	16,377.00	1,075.27	1,290.96	8,294.61	51%	8,082.39
7542 · Salaries - Media Services Coordinator	42,848.00	3,570.67	3,570.67	28,565.36	67%	14,282.64
7585 · Salaries - Government Technicians	18,488.00	1,263.04	1,679.17	13,121.90	71%	5,366.10
7589 · Salaries - Extra Help Trainers, Technicians	3,000.00	0.00	0.00	1,601.36	53%	1,398.64
7621 · Payroll Taxes	20,029.50	2,551.72	1,933.93	13,658.18	68%	6,371.32
7635 · Workers Comp	2,012.00	111.33	111.33	1,282.64	64%	729.36
7630 · Health/Dental/Vision	18,200.00	1,255.46	1,277.19	10,391.83	57%	7,808.17
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	18,615.97	18,584.73	148,564.30	62%	89,930.20
TOTAL EXPENSES	292,939.50	23,149.32	21,364.02	171,241.60	58%	121,697.90
NET INCOME/LOSS	0.00	(7,415.78)	(3,586.99)	1,778.61	1.0%	

Community Television of Santa Cruz County
Capital Profit Loss Budget Performance
February
2021

	Annual Budget 2020-21	January 2021	February 2021	February Year to Date	% of Annual Budget	Amount Remaining
4000 · CAPITAL REVENUE						
4100 · County PEG Fees	500,000.00	0.00	0.00	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	0.00	300,000.00	50%	300,000.00
5000 · CAPITAL EXPENDITURES						
5100 · Facility						
7400 · Facility Lease	247,364.00	19,429.06	18,229.06	153,354.37	62%	94,009.63
6701 · Facility/Equip. Insurance	11,143.00	926.59	926.59	7,346.72	66%	3,796.28
7058 · Leasehold Improvements / Capital	20,000.00	265.00	51.35	11,199.73		8,800.27
7300 · Facilities & Equipment Rental	1,000.00	51.35	0.00	329.39	33%	670.61
Total 5100 · Facility	279,507.00	20,672.00	19,207.00	172,230.21	62%	107,276.79
5200 · Equipment						
7215 · Copy Machine Lease	5,000.00	166.15	166.15	1,484.28	30%	3,515.72
7051 · Equipment Repair	5,000.00	83.33	83.33	1,490.39	30%	3,509.61
7054 · Captioning Equipment Lease	0.00	2,580.00	2,580.00	19,816.00	0%	(19,816.00)
7056 · Equipment - Depreciated	109,353.00	0.00	0.00	0.00	0%	109,353.00
7057 · Equipment - Non Depreciated	10,000.00	28.37	314.99	11,700.32	117%	(1,700.32)
7060 · Equipment Grant Program - Depreciated	100,000.00	0.00	4,009.58	4,009.58	4%	95,990.42
7061 · Equipment Leases	36,800.00	0.00	0.00	0.00	0%	36,800.00
7062 · Software as a Service	16,500.00	711.15	1,383.56	9,101.56	55%	7,398.44
Total 5200 · Equipment	282,653.00	3,569.00	8,537.61	47,602.13	17%	235,050.87
Capital Maintenance & Repair						
7063 · Building Maintenance	6400.00	514.79	431.29	4,386.72	69%	2,013.28
7064 · Equipment Maintenance	10600.00	892.67	892.67	7,141.36	67%	3,458.64
7065 · Equipment Repair	20180.00	1951.15	2005.07	15,532.30	77%	4,647.70
Total Capital Maintenance & Repair	37180.00	3358.61	3329.03	27,060.38	73%	10,119.62
5300 · Media Licensing						
7059 · Music Library	660.00	55.00	55.00	440.00	67%	220.00
Total 5300 · Media Licensing	660.00	55.00	55.00	440.00	67%	220.00
Total 5000 · CAPITAL EXPENDITURES	600,000.00	27,654.61	31,128.64	247,332.72	41%	352,667.28
NET INCOME/LOSS	0.00	(27,654.61)	(31,128.64)	52,667.28		

Community Television of Santa Cruz County

Balance Sheet

As of February 28, 2021

		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		49.90
1070 CD 12 month Cert SCCC		0.00
1075 Checking - Lighthouse Bank		717,080.36
1080 Savings - Lighthouse Bank		137,948.60
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		\$1,605,078.86
Accounts Receivable		
1114 Temp A/R		0.00
1115 Accounts Receivable		14,061.25
1116 Grants Receivable		0.00
Total Accounts Receivable		\$14,061.25

Community Television of Santa Cruz County

Balance Sheet As of February 28, 2021

	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	442.11
1209 Liability / D&O (SLIP)	0.00
1210 Property Liability (SPIP)	3,924.34
Total 1200 Prepaid Insurance	4,366.45
1260 Prepaid Expenses	26,671.67
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	\$35,969.12
Total Current Assets	\$1,655,109.23
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	\$1,868,653.42

Community Television of Santa Cruz County

Balance Sheet As of February 28, 2021

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts Payable	2,863.21
Total Accounts Payable	\$2,863.21
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	479.44
CA SUI / ETT	674.27
Federal Taxes (941/944)	4,150.18
Total 24000 Payroll Liabilities	6,338.87
Board of Equalization Payable	0.00
Direct Deposit Payable	0.00
Total Other Current Liabilities	\$47,862.02
Total Current Liabilities	\$50,725.23
Long-Term Liabilities	
2400 Business Equipment Loan 33736	0.00
Total Long-Term Liabilities	\$0.00
Total Liabilities	\$50,725.23
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	54,445.89
Total Equity	\$1,817,928.19
TOTAL LIABILITIES AND EQUITY	\$1,868,653.42

PROPOSED CAPITAL BUDGET

DIVCA Capital Budget
Community Television of Santa Cruz County
Fiscal Year 2021-2022
Version Draft

Approved Budget FY 2020-2021
Annual

Draft Budget FY 2021-2022
Annual

Monthly

	<i>Account</i>	<i>Annual</i>	<i>Annual</i>	<i>Monthly</i>
TOTAL REVENUE	4300			
County PEG Fees	4100	500,000.00	500,000.00	41,666.67
County PEG Fees	4106	100,000.00	100,000.00	8,333.33
Wats/Cap/County Charter PEG Fees	4107			
Total Capital Revenue		600,000.00	600,000.00	50,000.00
TOTAL REVENUE	4300	600,000.00	600,000.00	50,000.00

CAPITAL EXPENDITURES				
Leasehold improvements	7058	20,000.00	20,000.00	1,666.67
Insurance	6700	11,143.00	11,143.00	928.58
Facility/Equipment Rental	7300	1,000.00	1,000.00	83.33
Facility Lease	7400	247,364.00	266,785.00	22,232.08
Total Facility Expenses	5100	279,507.00	298,928.00	24,910.67
Equipment	5200			
Equipment Repair	7051	5,000.00	5,000.00	416.67
Equipment - Depreciated	7056	109,353.00	106,732.00	8,894.33
Equipment - Non-Depreciated	7057	10,000.00	26,021.00	2,168.42
Equipment Grant Program - Drepreciated	7060	100,000.00	100,000.00	8,333.33
Equipment Leases	7061	36,800.00	0.00	0.00
Copy Machine Lease	7215	5,000.00	5,000.00	416.67
SWAS	7062	16,500.00	16,500.00	1,375.00

PROPOSED CAPITAL BUDGET

Music License	7059	660.00	660.00	55.00
Total Equipment Expenses	5200	283,313.00	259,913.00	21,659.42
PEG Related Labor				
Building Maintenance	7063	6,400.00	7,168.00	597.33
Equipment Maintenance	7064	10,600.00	11,033.00	919.42
Equipment Repair	7065	20,180.00	22,958.00	1,913.17
Total PEG Related Labor	5400	37,180.00	41,159.00	3,429.92
TOTAL CAPITAL EXPENDITURES	5000	600,000.00	600,000.00	50,000.00
TOTAL BUDGET		\$0.00	\$0.00	0.00

PROPOSED OPERATING BUDGET

Community Television of Santa Cruz County
Fiscal Year 21/22
Version: Draft vs 3_19 BKR

Approved Budget
FY 2020/2021
Annual

Draft Budget
FY 2021/2022
Annual

Monthly

	<i>Account</i>	<i>Total</i>	<i>Total</i>	<i>Total</i>
TOTAL OPERATING REVENUE	4300			
County Board of Supervisors Meetings	4101	21,000.00	29,758.00	2,479.83
City of Capitola Government Meetings	4103	7,000.00	8,700.00	725.00
SCMTD Meetings	4104	2,500.00	3,256.00	271.33
City of Santa Cruz Government Meetings	4106	45,000.00	53,805.00	4,483.75
SCCRTC Meetings	4108	4,500.00	4,740.00	395.00
SCWD Meetings	4109	4,200.00	0.00	0.00
Facility & Equipment Use	4120	100,000.00	120,000.00	10,000.00
SLVWD meetings	4121	4,600.00	9,649.00	804.08
PVUSD	4122	2,500.00	0.00	0.00
Classes	4130	0.00	0.00	0.00
Donations	4165	250.00	250.00	20.83
Misc. Income/Interest Income	4185	1,000.00	300.00	25.00
Production Services	4200	6,000.00	6,000.00	500.00
Closed Captioning	4250	42,000.00	42,000.00	3,500.00
Equipment Lease	4260	5,000.00	7,600.00	633.33
CTV Reserves/ Paycheck Protection Program		47,389.50	0.00	0.00
Total Operating Revenue		292,939.50	286,058.00	23,838.17
TOTAL REVENUE	4300	292,939.50	286,058.00	23,838.17

OPERATING EXPENSES	6000			
PEG Access Services & Supplies	6500			
Advertising	6100	11,000.00	9,000.00	750.00
Bank Charges / Credit Card fees	6300	2,500.00	2,500.00	208.33
Dues & Subscriptions	6600	1,500.00	1,500.00	125.00

PROPOSED OPERATING BUDGET

Community Television of Santa Cruz County
 Fiscal Year 21/22
 Version: Draft vs 3_19 BKR

Approved Budget
 FY 2020/2021
 Annual

Draft Budget
 FY 2021/2022
 Annual

Monthly

	<i>Account</i>	<i>Total</i>	<i>Total</i>	<i>Total</i>
Office Supplies	7100	1,000.00	1,000.00	83.33
Production Expense	7105	500.00	500.00	41.67
Postage/Freight	7200	375.00	700.00	58.33
Printing	7205	250.00	250.00	20.83
Facility Supplies	7401	3,000.00	2,708.00	225.67
Licenses/Fees/Misc. Taxes	7640	100.00	150.00	12.50
Telephone/Telecommunications/ internet	7700	1,920.00	1,920.00	160.00
Total PEG Access Services & Supplies	6500	22,145.00	20,228.00	1,685.67

1. Administration

- Financial
 - o CA Relief Grant
 - Our application is being considered in Round 3
 - We are eligible for \$15,000.
 - o EIDL
 - Our status is "funding."
 - o Coworking
 - Our breakeven number in the coworking center is \$10,000 per month. In January we earned \$7217.00 – up about \$800 from last month.

** 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 14 government meetings in February.
 - CTV produced 13 Webinars

We are currently hosting P.H. press conferences twice a month.

2. Facilities & Equipment

- We noted some water pooling on the roof. Landlord has arranged to repair it.
- We ordered the equipment for our Youth Grant.

3. Staff

Our recently hired staff members are being trained for both televised and webinar style government meetings. All are doing well.

4. Youth Grant

- We have enrolled a pod of home schoolers into a beta test of our new Grow-Vid 2021 program. They will receive their equipment in mid-March.
- Watsonville
 - Director Granados has done some key outreach to the city of Watsonville.
- Save Our Shores
 - We continue to work with SOS to find and engage students in our Youth Grant.