



**BOARD OF DIRECTORS
Finance Committee Meeting
September 27, 2021**

AGENDA

4:00 P.M.

Zoom Video Conference

****PLEASE NOTE**:** Due to concerns regarding the current COVID-19/Novel Coronavirus outbreak, this CTV Finance Committee meeting will be held virtually using the Zoom online platform. To participate, please download the zoom app and join the meeting at:
<https://us06web.zoom.us/j/2017133083>

1. Attendance

(Chair) Joe Hall, Tom Manheim, Guy Lasnier, Keith Gudger

2. Oral Communications

Any person may address the Committee 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 Committee.

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

REGULAR AGENDA

4. Consider Approval of July 2021 Financial Reports *

5. Consider Approval of August 2021 Financial Reports *

6. Consider Approval of 7/26/21 Minutes *

7. Financial Update

8. Adjournment.

Any person may address the Board Committee 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 Packet**



**BOARD OF DIRECTORS
Finance Committee Meeting
July 26, 2021**

**325 Soquel Avenue
Santa Cruz, CA 95060**

4:30 PM

Zoom Video Conference

MINUTES

Please Note: This meeting was held virtually via Zoom due to the COVID-19 virus outbreak and was permitted by an Executive Order Issued by Governor Gavin Newsom allowing virtual meetings of governing boards to be in compliance with the Brown Act during the duration of the COVID-19 Emergency. The public notice of the meeting provided the Zoom login information for the meeting if any public member wished to attend or comment. All meeting votes were taken verbally.

1. Attendance (All attendees participated virtually and roll was taken verbally.)

Present: Joe Hall (Chair), Tom Manheim, Keith Gudger, Guy Lasnier

Absent: Tom Manheim

Staff: Becca King Reed, Mel Sweet

Guests: None

2. Oral Communications

Any person may address the Committee 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 Committee.

There were no public comments.

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

There were no late additions or deletions to the Regular Agenda.

REGULAR AGENDA

4. Consider Approval of June 2021 Financial Report

Joe Hall opened the discussion and complimented Becca King Reed and Mel Sweet for their work over the past fiscal year and the committee members for their attendance and continued contributions at each committee meeting. Joe Hall then asked Becca King Reed and Mel Sweet if they had any comments. Becca King Reed noted that there was increasing interest in office and studio use. She then asked Mel Sweet to comment on two items in the Capital Budget, 7062 Software as Services and 7054 Captioning Equipment Lease where

billing were paid in the current fiscal instead of the next fiscal year. Becca King Reed then mentioned that there had been an increase in rental equipment rentals and studio rentals. It was also mentioned that the Executive Director and Media Services Coordinator had a vacation payoffs since they did not take their vacation time during the Pandemic. Becca King Reed explained that with the uncertainty of the Pandemic and all the restrictions she simply worked through the period but would take vacation in the next fiscal year.

Tom Manheim shared his spreadsheet which tracks revenue in budget item 4120 Facility & Equipment. Since June was the last month of the fiscal year the spreadsheet showed revenue exceeded projected revenue. He also commented on the increase in revenue from covering government meetings.

Tom Manheim commented on budget Category 7500 Staff Development and Fundraising. Becca King Reed explained that she attended a virtual conference and some of the funds in this category were utilized for training new employees.

Keith Gudger and Mel Sweet then discussed certain categories in the Balance Sheet and how to characterize Operating Reserves. After the discussion Mel Sweet will provide more detail on this in the Balance Sheet for Operating Reserves. A discussion also followed on recording of depreciation of new equipment.

There were no further member comments and it was moved by Keith Gudger and seconded by Guy Lasnier that the June 2021 Financial Report by approved and the motion passed unanimously on a on a voice vote.

5. Consider Approval of the 6/24/21 Minutes

A motion was made by Guy Lasnier and seconded by Keith Gudger to approve the minutes of the 6/24/21 meeting. The motion passed unanimously on a voice vote.

6. Financial Update

Becca King Reed reported on several items. A check had been received by Santa Cruz County Bank for the CTV EIDL loan but it had been written with the incorrect name and had to be returned. She is following up on this matter. Becca King also commented progress on several other items including closed captioning and interest in new memberships.

7. Adjournment

A motion was made by Tom Manheim and second of Keith Gudger that the meeting adjourn. The motion passed unanimously on a voice vote.

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

	Annual Budget 2021-22	June 2021	July 2021	July Year to Date	% of Annual Budget	Amount Remaining
4000 · CAPITAL REVENUE						
4100 · County PEG Fees	500,000.00	150,000.00	0.00	0.00	0%	500,000.00
4105 · County PEG Fees - Youth Grant	100,000.00	0.00	0.00	0.00	0%	100,000.00
TOTAL INCOME	600,000.00	150,000.00	0.00	0.00	0%	600,000.00
5000 · CAPITAL EXPENDITURES						
5100 · Facility						
7400 · Facility Lease	266,785.00	20,758.90	18,113.30	18,113.30	7%	248,671.70
6701 · Facility/Equip. Insurance	11,143.00	999.25	983.43	983.43	9%	10,159.57
7058 · Leasehold Improvements/Capital	20,000.00	94.83	0.00	0.00	0%	20,000.00
7300 · Facilities & Equipment Rental	1,000.00	51.35	51.35	51.35	5%	948.65
Total 5100 · Facility	298,928.00	21,904.33	19,148.08	19,148.08	6%	279,779.92
5200 · Equipment						
7215 · Copy Machine Lease	5,000.00	188.05	224.27	224.27	4%	4,775.73
7051 · Equipment Repair	5,000.00	83.33	83.33	83.33	2%	4,916.67
7054 · Captioning Equipment Lease	0.00	1,290.00	0.00	0.00	0%	0.00
7056 · Equipment - Depreciated	106,732.00	61,884.46	0.00	0.00	0%	106,732.00
7057 · Equipment - Non Depreciated	26,021.00	456.44	672.66	672.66	3%	25,348.34
7060 · Equipment Grant Program - Depreciated	100,000.00	(12,631.65)	0.00	0.00	0%	100,000.00
7061 · Equipment Leases	0.00	0.00	0.00	0.00	0%	0.00
7062 · Software as a Service	16,500.00	2,448.88	1,300.46	1,300.46	8%	15,199.54
Total 5200 · Equipment	259,253.00	53,719.51	2,280.72	2,280.72	1%	256,972.28
Capital Maintenance & Repair						
7063 · Building Maintenance	7168.00	707.66	506.87	506.87	7%	6,661.13
7064 · Equipment Maintenance	11033.00	892.67	919.45	919.45	8%	10,113.55
7065 · Equipment Repair	22958.00	1922.17	1917.61	1,917.61	8%	21,040.39
Total Capital Maintenance & Repair	41159.00	3522.50	3343.93	3,343.93	8%	37,815.07
5300 · Media Licensing						
7059 · Music Library	660.00	55.00	55.00	55.00	8%	605.00
Total 5300 · Media Licensing	660.00	55.00	55.00	55.00	8%	605.00
Total 5000 · CAPITAL EXPENDITURES	600,000.00	79,201.34	24,827.73	24,827.73	4%	575,172.27
NET INCOME/LOSS	0.00	70,798.66	(24,827.73)	(24,827.73)		

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

	Annual Budget 2021-22	June 2021	July 2021	July Year to Date	% of Annual Budget	Amount Remaining
4300 · OPERATING REVENUE						
4101 · County BOS Meetings	29,758.00	1,265.00	4,132.50	4,132.50	14%	25,625.50
4103 · City of Capitola Gov. Meetings	8,700.00	1,161.00	817.00	817.00	9%	7,883.00
4104 · SCMTD Meetings	3,256.00	473.00	172.00	172.00	5%	3,084.00
4106 · City of Santa Cruz Gov. Mtg.	53,805.00	5,623.50	3,524.00	3,524.00	7%	50,281.00
4108 · SCCRTC Meetings	4,740.00	473.00	430.00	430.00	9%	4,310.00
4109 · SCWD Government Meetings	0.00	0.00	0.00	0.00	0%	0.00
4120 · Facility & Equipment Use	120,000.00	8,704.85	9,141.15	9,141.15	8%	110,858.85
4121 - SLVWD Meetings	9,649.00	1,182.50	731.00	731.00	8%	8,918.00
4123 - Webinar Meetings	0.00	1,240.00	310.00	310.00		(310.00)
4122 - PVUSD	0.00	0.00	522.50	522.50	0%	(522.50)
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	223.45	125.39	125.39		(125.39)
4185 · Misc. Income	300.00	0.00	86.00	86.00		214.00
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	0.00	0.00	0%	6,000.00
4250 - Closed Captioning	42,000.00	3,862.50	5,287.50	5,287.50	13%	36,712.50
4260 - Equipment Lease	7,600.00	651.28	651.28	651.28		6,948.72
4700 - Grant	0.00	0.00	0.00	0.00		0.00
Total 4300 · OPERATING REVENUE	286,058.00	24,860.08	25,930.32	25,930.32	9%	260,127.68
TOTAL INCOME	286,058.00	24,860.08	25,930.32	25,930.32	9%	260,127.68
6000 · OPERATING EXPENSES						
6100 · Advertising	9,000.00	454.49	313.69	313.69	3%	8,686.31
6300 · Bank Charges	2,500.00	119.90	198.91	198.91	8%	2,301.09
6600 · Dues & Subscriptions	1,500.00	87.95	87.95	87.95	6%	1,412.05
7100 · Office Supplies	1,000.00	36.01	87.24	87.24	9%	912.76
7105 - Production Expenses	500.00	0.00	0.00	0.00	0%	500.00
7200 · Postage/Freight	700.00	134.00	0.00	0.00	0%	700.00
7205 · Printing	250.00	0.00	0.00	0.00	0%	250.00
7401 · Facility Supplies	2,708.00	132.14	68.92	68.92	3%	2,639.08
7640 · Licenses / Fees / Misc. Taxes	150.00	0.00	46.00	46.00	31%	104.00
7700 · Telephone / Telecommunications / Internet	1,920.00	188.23	188.23	188.23	10%	1,731.77
Total 6000 - Operating Expenses	20,228.00	1,152.72	990.94	990.94	5%	19,237.06
6800 · Contracted Services						
6900 · Contract Services-Audit Services	2,153.00	0.00	0.00	0.00	0%	2,153.00
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	78.10	0.00	0.00	0%	2,000.00
7110 · Contract Services-Legal	2,000.00	1,435.00	350.00	350.00	18%	1,650.00
7910 - Contract Services-Equipment Technicians	0.00	0.00	0.00	0.00	0%	0.00
7920 · Contract Services-Captioning	21,000.00	3,287.50	165.00	165.00	1%	20,835.00
Total 6800 · Contracted Services	27,153.00	4,800.60	515.00	515.00	2%	26,638.00
7000 · Staff Development & Fundraising						
7405 · Training / conferences	2,000.00	147.50	295.00	295.00	15%	1,705.00
7800 · Travel / Meals	360.00	0.00	0.00	0.00	0%	360.00
8600 · Special Events Expense	1,000.00	0.00	0.00	0.00	0%	1,000.00
Total 7000 · Staff Development & Fundraising	3,360.00	147.50	295.00	295.00	9%	3,065.00

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

	Annual Budget 2021-22	June 2021	July 2021	July Year to Date	% of Annual Budget	Amount Remaining
7500 · Operating Salaries & Benefits						
7525 · Salaries - Executive Director	80,720.00	11,388.21	6,729.33	6,729.33	8%	73,990.67
7530 · Salaries - Coworking Community Coordinator	28,676.00	1,506.50	2,027.50	2,027.50	7%	26,648.50
7535 · Salaries - Accountant	10,712.00	959.38	941.12	941.12	9%	9,770.88
7542 · Salaries - Media Services Coordinator	44,133.00	3,158.17	3,677.81	3,677.81	8%	40,455.19
7585 · Salaries - Government Technicians	19,614.00	2,350.58	668.16	668.16	3%	18,945.84
7589 · Salaries - Extra Help Trainers, Technicians	5,780.50	0.00	0.00	0.00	0%	5,780.50
7621 · Payroll Taxes	20,429.50	1,727.23	1,481.05	1,481.05	7%	18,948.45
7635 · Workers Comp	2,052.00	253.03	120.25	120.25	6%	1,931.75
7630 · Health/Dental/Vision	18,200.00	1,533.70	1,514.67	1,514.67	8%	16,685.33
7632 · Severance/Vacation Payouts	5,000.00	0.00	0.00	0.00	0%	5,000.00
Total 7500 · Operating Salaries & Benefits	235,317.00	22,876.80	17,159.89	17,159.89	7%	218,157.11
TOTAL EXPENSES	286,058.00	28,977.62	18,960.83	18,960.83	7%	267,097.17
NET INCOME/LOSS	0.00	(4,117.54)	6,969.49	6,969.49	26.9%	

Community Television of Santa Cruz County

Balance Sheet As of July 31, 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	243.52
1070 CD 12 month Cert SCCC	0.00
1075 Checking - Lighthouse Bank	741,847.02
1080 Savings - Lighthouse Bank	138,093.24
1081 CDAR x2424	250,049.87
1082 CDAR x4915	250,031.17
1083 ICS SCCU	250,026.60
1085 CD 12-23 Month - Lighthouse Bank	0.00
1099 Cash Box	0.00
Total Bank Accounts	\$1,630,291.42
Accounts Receivable	
1114 Temp A/R	0.00
1115 Accounts Receivable	37,763.35
1116 Grants Receivable	0.00
Total Accounts Receivable	\$37,763.35

Community Television of Santa Cruz County

Balance Sheet As of July 31, 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	300.00
1203 Crime Coverage	0.00
1206 Workers Comp Deposit	281.25
1209 Liability / D&O (SLIP)	0.00
1210 Property Liability (SPIP)	9,097.22
Total 1200 Prepaid Insurance	9,678.47
1260 Prepaid Expenses	33,128.70
1300 PFG Common Stock	4,931.00
1400 Undeposited Funds	279.55
Repayment	
Health Insurance	0.00
Total Repayment	0.00
Total Other Current Assets	\$48,017.72
Total Current Assets	\$1,716,072.49
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	\$1,929,616.68

Community Television of Santa Cruz County

Balance Sheet As of July 31, 2021

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts Payable	-12,197.89
Total Accounts Payable	\$ -12,197.89
Other Current Liabilities	
2110 Sales Tax Payable	0.00
2111 Sales Tax (Manual entry)	0.00
2140 Accrued Vacation	12,055.41
2150 PPP Loan	0.00
24000 Payroll Liabilities	1,034.98
CA PIT / SDI	469.48
CA SUI / ETT	-780.49
Federal Taxes (941/944)	3,864.75
Total 24000 Payroll Liabilities	4,588.72
Board of Equalization Payable	0.00
Direct Deposit Payable	0.00
Total Other Current Liabilities	\$16,644.13
Total Current Liabilities	\$4,446.24
Long-Term Liabilities	
2400 Business Equipment Loan 33736	0.00
Total Long-Term Liabilities	\$0.00
Total Liabilities	\$4,446.24
Equity	
3000 Opening Bal Equity	0.00
3015 Net Assets-Temp Restricted	0.00
3900 Retained Earnings	588,126.79
3905 Retained Earnings - Capital Reserves	1,354,901.89
Net Income	-17,858.24
Total Equity	\$1,925,170.44
TOTAL LIABILITIES AND EQUITY	\$1,929,616.68

EQUITY:

Capital Reserves.	\$1,130,890.89
Capital Reserves - Youth Grant	\$199,183.27
Operating Reserves.	\$300,217.26
Other Assets.	\$294,879.02
TOTAL.	\$1,925,170.44

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

	Annual Budget 2021-22	July 2021	August 2021	August Year to Date	% of Annual Budget	Amount Remaining
4000 · CAPITAL REVENUE						
4100 · County PEG Fees	500,000.00	0.00	0.00	0.00	0%	500,000.00
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	0.00	0%	600,000.00
5000 · CAPITAL EXPENDITURES						
5100 · Facility						
7400 · Facility Lease	266,785.00	18,113.30	20,941.94	39,055.24	15%	227,729.76
6701 · Facility/Equip. Insurance	11,143.00	983.43	1,200.76	2,184.19	20%	8,958.81
7058 · Leasehold Improvements/Capital	20,000.00	0.00	0.00	0.00	0%	20,000.00
7300 · Facilities & Equipment Rental	1,000.00	51.35	51.35	102.70	10%	897.30
Total 5100 · Facility	298,928.00	19,148.08	22,194.05	41,342.13	14%	257,585.87
5200 · Equipment						
7215 · Copy Machine Lease	5,000.00	224.27	24.10	248.37	5%	4,751.63
7051 · Equipment Repair	5,000.00	83.33	83.33	166.66	3%	4,833.34
7054 · Captioning Equipment Lease	0.00	0.00	0.00	0.00	0%	0.00
7056 · Equipment - Depreciated	106,732.00	0.00	93,068.08	93,068.08	87%	13,663.92
7057 · Equipment - Non Depreciated	26,021.00	672.66	2,857.36	3,530.02	14%	22,490.98
7060 · Equipment Grant Program - Depreciated	100,000.00	0.00	9,006.73	9,006.73	9%	90,993.27
7061 · Equipment Leases	0.00	0.00	0.00	0.00	0%	0.00
7062 · Software as a Service	16,500.00	1,300.46	1,358.63	2,659.09	16%	13,840.91
Total 5200 · Equipment	259,253.00	2,280.72	106,398.23	108,678.95	42%	150,574.05
Capital Maintenance & Repair						
7063 · Building Maintenance	7168.00	506.87	663.01	1,169.88	16%	5,998.12
7064 · Equipment Maintenance	11033.00	919.45	919.45	1,838.90	17%	9,194.10
7065 · Equipment Repair	22958.00	1917.61	1871.44	3,789.05	17%	19,168.95
Total Capital Maintenance & Repair	41159.00	3343.93	3453.90	6,797.83	17%	34,361.17
5300 · Media Licensing						
7059 · Music Library	660.00	55.00	55.00	110.00	17%	550.00
Total 5300 · Media Licensing	660.00	55.00	55.00	110.00	17%	550.00
Total 5000 · CAPITAL EXPENDITURES	600,000.00	24,827.73	132,101.18	156,928.91	26%	443,071.09
NET INCOME/LOSS	0.00	(24,827.73)	(132,101.18)	(156,928.91)		

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

	Annual Budget 2021-22	July 2021	August 2021	August Year to Date	% of Annual Budget	Amount Remaining
4300 · OPERATING REVENUE						
4101 · County BOS Meetings	29,758.00	4,132.50	0.00	4,132.50	14%	25,625.50
4103 · City of Capitola Gov. Meetings	8,700.00	817.00	676.00	1,493.00	17%	7,207.00
4104 · SCMTD Meetings	3,256.00	172.00	0.00	172.00	5%	3,084.00
4106 · City of Santa Cruz Gov. Mtg.	53,805.00	3,524.00	465.00	3,989.00	7%	49,816.00
4108 · SCCRTC Meetings	4,740.00	430.00	0.00	430.00	9%	4,310.00
4109 · SCWD Government Meetings	0.00	0.00	0.00	0.00	0%	0.00
4120 · Facility & Equipment Use	120,000.00	9,141.15	9,222.88	18,364.03	15%	101,635.97
4121 - SLVWD Meetings	9,649.00	731.00	364.00	1,095.00	11%	8,554.00
4123 - Webinar Meetings	0.00	310.00	0.00	310.00		(310.00)
4122 - PVUSD	0.00	522.50	1,117.00	1,639.50	0%	(1,639.50)
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	125.39	123.11	248.50		(248.50)
4185 · Misc. Income	300.00	86.00	0.00	86.00		214.00
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	0.00	0.00	0%	6,000.00
4250 - Closed Captioning	42,000.00	5,287.50	0.00	5,287.50	13%	36,712.50
4260 - Equipment Lease	7,600.00	651.28	651.28	1,302.56		6,297.44
4700 - CA Relief Grant	0.00	0.00	15,000.00	15,000.00		(15,000.00)
Total 4300 · OPERATING REVENUE	286,058.00	25,930.32	27,619.27	53,549.59	19%	232,508.41
TOTAL INCOME	286,058.00	25,930.32	27,619.27	53,549.59	19%	232,508.41
6000 · OPERATING EXPENSES						
6100 · Advertising	9,000.00	313.69	337.78	651.47	7%	8,348.53
6300 · Bank Charges	2,500.00	198.91	141.60	340.51	14%	2,159.49
6600 · Dues & Subscriptions	1,500.00	87.95	87.95	175.90	12%	1,324.10
7100 · Office Supplies	1,000.00	87.24	255.36	342.60	34%	657.40
7105 - Production Expenses	500.00	0.00	0.00	0.00	0%	500.00
7200 · Postage/Freight	700.00	0.00	0.00	0.00	0%	700.00
7205 · Printing	250.00	0.00	0.00	0.00	0%	250.00
7401 · Facility Supplies	2,708.00	68.92	207.96	276.88	10%	2,431.12
7640 · Licenses / Fees / Misc. Taxes	150.00	46.00	25.00	71.00	47%	79.00
7700 · Telephone / Telecommunications / Internet	1,920.00	188.23	188.23	376.46	20%	1,543.54
Total 6000 - Operating Expenses	20,228.00	990.94	1,243.88	2,234.82	11%	17,993.18
6800 · Contracted Services						
6900 · Contract Services-Audit Services	2,153.00	0.00	0.00	0.00	0%	2,153.00
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	2,000.00	350.00	0.00	350.00	18%	1,650.00
7910 - Contract Services-Equipment Technicians	0.00	0.00	0.00	0.00	0%	0.00
7920 · Contract Services-Captioning	21,000.00	165.00	1,356.25	1,521.25	7%	19,478.75
Total 6800 · Contracted Services	27,153.00	515.00	1,356.25	1,871.25	7%	25,281.75
7000 · Staff Development & Fundraising						
7405 · Training / conferences	2,000.00	295.00	0.00	295.00	15%	1,705.00
7800 · Travel / Meals	360.00	0.00	0.00	0.00	0%	360.00
8600 · Special Events Expense	1,000.00	0.00	0.00	0.00	0%	1,000.00
Total 7000 · Staff Development & Fundraising	3,360.00	295.00	0.00	295.00	9%	3,065.00

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

	Annual Budget 2021-22	July 2021	August 2021	August 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	13,458.66	17%	67,261.34
7530 · Salaries - Coworking Community Coordinator	28,676.00	2,027.50	2,652.04	4,679.54	16%	23,996.46
7535 · Salaries - Accountant	10,712.00	941.12	756.43	1,697.55	16%	9,014.45
7542 · Salaries - Media Services Coordinator	44,133.00	3,677.81	3,677.81	7,355.62	17%	36,777.38
7585 · Salaries - Government Technicians	19,614.00	668.16	1,617.51	2,285.67	12%	17,328.33
7589 · Salaries - Extra Help Trainers, Technicians	5,780.50	0.00	0.00	0.00	0%	5,780.50
7621 · Payroll Taxes	20,429.50	1,481.05	1,625.72	3,106.77	15%	17,322.73
7635 · Workers Comp	2,052.00	120.25	120.25	240.50	12%	1,811.50
7630 · Health/Dental/Vision	18,200.00	1,514.67	1,652.35	3,167.02	17%	15,032.98
7632 · Severance/Vacation Payouts	5,000.00	0.00	0.00	0.00	0%	5,000.00
Total 7500 · Operating Salaries & Benefits	235,317.00	17,159.89	18,831.44	35,991.33	15%	199,325.67
TOTAL EXPENSES	286,058.00	18,960.83	21,431.57	40,392.40	14%	245,665.60
NET INCOME/LOSS	0.00	6,969.49	6,187.70	13,157.19	24.6%	

Community Television of Santa Cruz County

Balance Sheet

As of August 31, 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	92.64
1070 CD 12 month Cert SCCC	0.00
1075 Checking - Lighthouse Bank	626,290.36
1080 Savings - Lighthouse Bank	138,122.56
1081 CDAR x2424	250,049.87
1082 CDAR x4915	250,031.17
1083 ICS SCCU	250,026.60
1085 CD 12-23 Month - Lighthouse Bank	0.00
1099 Cash Box	0.00
Total Bank Accounts	\$1,514,613.20
Accounts Receivable	
1114 Temp A/R	0.00
1115 Accounts Receivable	17,276.00
1116 Grants Receivable	0.00
Total Accounts Receivable	\$17,276.00

Community Television of Santa Cruz County

Balance Sheet As of August 31, 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	300.00
1203 Crime Coverage	0.00
1206 Workers Comp Deposit	161.00
1209 Liability / D&O (SLIP)	0.00
1210 Property Liability (SPIP)	9,484.56
Total 1200 Prepaid Insurance	9,945.56
1260 Prepaid Expenses	30,135.65
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	\$45,012.21
Total Current Assets	\$1,576,901.41
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	\$1,790,445.60

Community Television of Santa Cruz County

Balance Sheet As of August 31, 2021

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts Payable	-25,988.77
Total Accounts Payable	\$ -25,988.77
Other Current Liabilities	
2110 Sales Tax Payable	0.00
2111 Sales Tax (Manual entry)	0.00
2140 Accrued Vacation	12,055.41
2150 PPP Loan	0.00
24000 Payroll Liabilities	1,034.98
CA PIT / SDI	512.01
CA SUI / ETT	-599.59
Federal Taxes (941/944)	4,174.60
Total 24000 Payroll Liabilities	5,122.00
Board of Equalization Payable	0.00
Direct Deposit Payable	0.00
Total Other Current Liabilities	\$17,177.41
Total Current Liabilities	\$ -8,811.36
Long-Term Liabilities	
2400 Business Equipment Loan 33736	0.00
Total Long-Term Liabilities	\$0.00
Total Liabilities	\$ -8,811.36
Equity	
3000 Opening Bal Equity	0.00
3015 Net Assets-Temp Restricted	0.00
3900 Retained Earnings	588,126.79
3905 Retained Earnings - Capital Reserves	1,354,901.89
Net Income	-143,771.72
Total Equity	\$1,799,256.96
TOTAL LIABILITIES AND EQUITY	\$1,790,445.60

EQUITY:

Capital Reserves.	\$1,007,796.44
Capital Reserves - Youth Grant	\$190,176.54
Operating Reserves.	\$316,640.22
Other Assets.	\$284,643.76
TOTAL.	\$1,799,256.96