



325 Soquel Avenue
Santa Cruz, CA 95062

BOARD OF DIRECTORS
Regular Meeting
March 25, 2024
5:30 p.m.
Zoom online meeting

****PLEASE NOTE****: The meeting will be held at the offices of Community Television of Santa Cruz County. Members of the public may attend in person or at <https://us06web.zoom.us/j/84049770637>

A G E N D A

1. Roll Call

Guy Lasnier (Chair), Maitreya Maziarz, Keith Gudger, Joe Hall, Tom Manheim, Janis O'Driscoll, Mathilde Rand, Elizabeth Shaw, David Warren

[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 meeting agenda*
5. Approve Board meeting minutes of Feb. 26, 2024*
6. Accept February 2024 financial reports*

REGULAR AGENDA

7. Executive Director's report*
8. ACTION: Review and approve Community Television FY 2024-2025 budget.*

9. Education Committee report
10. Board Chair's report
11. Board member / staff requests for specific items to appear on next meeting agenda
12. Announcements
13. 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 25, 2024
5:30 p.m.

A G E N D A

1. Roll Call

Guy Lasnier (Chair), Maitreya Maziarz, Keith Gudger, Joe Hall, Janis O'Driscoll, Mathilde Rand, Elizabeth Shaw, 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 26, 2024
5:30 P.M.

MINUTES

1. Roll Call at 5:31 PM
Present: Maitreya Maziarz, Keith Gudger, David Warren, Janis O'Driscoll, Mathilde Rand
Present by Zoom: Guy Lasnier (Chair), Joe Hall
[quorum is five]
Absent: Elizabeth Shaw, Tom Manheim
Staff: Becca Reed
2. Oral Communications. Any person may address the Board during its oral communications period.
None.
3. Consideration of late additions to the agenda; additions and deletions to consent and regular agendas.
None.

CONSENT AGENDA

4. Approve meeting agenda.
5. Approve Board meeting minutes of January 27, 2024
6. Accept January 2024 financial reports
M/S O'Driscoll / Maziarz, passed unanimously

REGULAR AGENDA

7. Executive Director's report

Written report provided. Executive Director Reed discussed the Satellite website update. Director Maziarz mentioned the District 5 Supervisor candidate forum was on CTV's YouTube channel. Director O'Driscoll discussed the information E. D. Reed has been sending the board about public access.

8. ACTION: Approve request to augment security budget by \$1,000 a month to provide for 24-hour coverage.

M/S Maziarz / Warren, passed unanimously on roll call vote.

9. ACTION: Approve executive director's recommendation and Finance Committee's concurrence to transfer CTV's operating funds bank accounts to the Bank of America.

E.D. Reed mentioned the problems CTV has had with the debit card being compromised regularly. Director Hall mentioned that CTV is only moving operating funds, not all of the funds.

M/S Hall / Lasnier, passed 6 yes, 1 no on a roll call vote.

10. ACTION: Approve Board of Directors resolution 002-2024 stating all accounts with Bank of America will have as signers Becca King Reed, Guy Lasnier and Joe Hall.

M/S Maziarz / O'Driscoll, passed 6 yes, 1 no on a roll call vote.

11. Education Committee's report.

Director Warren reported about AI & Health. Director Hall mentioned that it would be fascinating and hoped to watch online.

12. Board Chair's Report

Chair Lasnier had no report.

13. Board member /staff requests for specific items to appear on next meeting agenda

None.

14. Announcements

Director Gudger mentioned the newsletter which went out today.

15. Adjournment

Director Rand moved adjournment. Adjourned at 5:58 PM.

[Resolution 02-2024](#)

Community Television of Santa Cruz County
 Operating Profit Loss Budget Performance
 February
 2024

| | Approved Budget 2023-24 | January 2024 | February 2024 | February Year to Date | % of Annual Budget | Amount Remaining |
|------------------------------------------------|----------------------------|------------------|------------------|--------------------------|-----------------------|---------------------|
| 4300 · OPERATING REVENUE | | | | | | |
| 4101 · County BOS Meetings | 12,000.00 | 1,677.50 | 1,367.50 | 9,588.75 | 80% | 2,411.25 |
| 4103 · City of Capitola Gov. Meetings | 11,314.00 | 649.75 | 1,214.75 | 7,486.25 | 66% | 3,827.75 |
| 4104 · SCMTD Meetings | 4,059.00 | 254.25 | 0.00 | 2,002.50 | 49% | 2,056.50 |
| 4106 · City of Santa Cruz Gov. Mtg. | 50,000.00 | 1,007.50 | 6,526.00 | 20,902.25 | 42% | 29,097.75 |
| 4108 · SCCRTC Meetings | 6,329.00 | 0.00 | 703.00 | 2,988.00 | 47% | 3,341.00 |
| 4109 · SCWD Meetings | 9,000.00 | 1,014.00 | 546.00 | 5,109.00 | 57% | 3,891.00 |
| 4120 · Facility & Equipment Use | 105,750.00 | 10,090.24 | 12,319.21 | 88,287.42 | 83% | 17,462.58 |
| 4121 · SLVWD Meetings | 7,000.00 | 395.50 | 734.50 | 6,117.25 | 87% | 882.75 |
| 4122 · PVUSD | 12,072.00 | 1,013.75 | 452.00 | 8,668.50 | 72% | 3,403.50 |
| 4130 · Classes | 0.00 | 0.00 | 0.00 | 32.00 | 0% | (32.00) |
| 4165 · Donations | 1,000.00 | 0.00 | 0.00 | 175.00 | 18% | 825.00 |
| 4180 · Interest Earned | 0.00 | 1,158.16 | 1,212.41 | 8,747.44 | 0% | (8,747.44) |
| 4185 · Misc. Income | 45,000.00 | 5,624.16 | 1,817.65 | 21,183.82 | 47% | 23,816.18 |
| 4190 · Gain/Loss on Sale of Assets | 0.00 | 0.00 | 0.00 | 0.00 | 0% | 0.00 |
| 4196 - Unrealized Gain/(Loss) | 0.00 | 0.00 | 0.00 | 0.00 | 0% | 0.00 |
| 4200 · Production Services | 4,000.00 | 562.50 | 887.50 | 1,975.00 | 49% | 2,025.00 |
| 4250 - Closed Captioning | 46,000.00 | 2,130.00 | 4,275.00 | 16,755.00 | 36% | 29,245.00 |
| 4260 - Equipment Lease | 8,600.00 | 824.33 | 824.33 | 6,337.73 | 74% | 2,262.27 |
| CTV Reserves | 0.00 | 0.00 | 0.00 | 0.00 | 0% | 0.00 |
| Total 4300 · OPERATING REVENUE | 322,124.00 | 26,401.64 | 32,879.85 | 206,355.91 | 64% | 115,768.09 |
| TOTAL INCOME | 322,124.00 | 26,401.64 | 32,879.85 | 206,355.91 | 64% | 115,768.09 |
| 6000 · OPERATING EXPENSES | | | | | | |
| 6100 · Advertising | 8,000.00 | 20.00 | 294.96 | 3,642.44 | 46% | 4,357.56 |
| 6300 · Bank Charges | 2,000.00 | 230.96 | 258.26 | 2,165.01 | 108% | (165.01) |
| 6350 · Interest Expense | 0.00 | 0.00 | 0.00 | 286.98 | 0% | (286.98) |
| 6600 · Dues & Subscriptions | 1,000.00 | 376.86 | 0.00 | 684.26 | 68% | 315.74 |
| 7100 · Office Supplies | 800.00 | 189.77 | 71.96 | 886.60 | 111% | (86.60) |
| 7105 - Production Expenses | 200.00 | 0.00 | 0.00 | 0.00 | 0% | 200.00 |
| 7200 · Postage/Freight | 500.00 | 78.30 | 53.00 | 624.02 | 125% | (124.02) |
| 7205 · Printing | 100.00 | 0.00 | 0.00 | 0.00 | 0% | 100.00 |
| 7401 · Facility Supplies | 2,000.00 | 400.55 | 378.09 | 2,609.66 | 130% | (609.66) |
| 7640 · Licenses/Fees/Misc. Taxes | 100.00 | 14.00 | 0.00 | 76.50 | 77% | 23.50 |
| 7700 · Telephone/Telecommunications/Internet | 2,920.00 | 346.57 | 346.57 | 2,722.57 | 93% | 197.43 |
| Total 6000 - Operating Expenses | 17,620.00 | 1,657.01 | 1,402.84 | 13,698.04 | 78% | 3,921.96 |
| 6800 · Contracted Services | | | | | | |
| 6900 · Contract Services-Audit Services | 1,500.00 | 0.00 | 0.00 | 265.45 | 18% | 1,234.55 |
| 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 | 3,500.00 | 0.00 | 0.00 | 0.00 | 0% | 3,500.00 |
| 7910 - Contract Services-Equipment Technicians | 2,520.00 | 0.00 | 0.00 | 0.00 | 0% | 2,520.00 |
| 7920 · Contract Services-Captioning | 20,000.00 | 1,090.75 | 1,351.84 | 6,735.58 | 34% | 13,264.42 |
| Total 6800 · Contracted Services | 29,520.00 | 1,090.75 | 1,351.84 | 7,001.03 | 24% | 22,518.97 |

Community Television of Santa Cruz County
 Operating Profit Loss Budget Performance
 February
 2024

| | Approved Budget 2023-24 | January 2024 | February 2024 | February Year to Date | % of Annual Budget | Amount Remaining |
|---------------------------------------------------------|----------------------------|------------------|------------------|--------------------------|-----------------------|---------------------|
| 7000 · Staff Development & Fundraising | | | | | | |
| 7405 · Training/conferences | 2,000.00 | 0.00 | 0.00 | 0.00 | 0% | 2,000.00 |
| 7800 · Travel/Meals | 500.00 | 0.00 | 0.00 | 285.66 | 57% | 214.34 |
| 8600 · Special Events Expense | 500.00 | 382.52 | 0.00 | 382.52 | 77% | 117.48 |
| Total 7000 · Staff Development & Fundraising | 3,000.00 | 382.52 | 0.00 | 668.18 | 22% | 2,331.82 |
| 7500 · Operating Salaries & Benefits | | | | | | |
| 7525 · Salaries - Executive Director | 80,720.00 | 7,573.94 | 7,574.12 | 65,583.79 | 81% | 15,136.21 |
| 7530 · Salaries - Coworking Community Coordinator | 29,535.00 | 2,669.28 | 1,950.16 | 19,293.30 | 65% | 10,241.70 |
| 7535 · Salaries - Accountant | 11,032.00 | 1,108.24 | 1,139.60 | 6,505.80 | 59% | 4,526.20 |
| 7542 · Salaries - Media Services Coordinator | 50,778.00 | 4,578.46 | 4,578.55 | 36,127.90 | 71% | 14,650.10 |
| 7585 · Salaries - Government Technicians | 20,000.00 | 2,251.41 | 2,433.58 | 13,767.03 | 69% | 6,232.97 |
| 7589 · Salaries - Extra Help Trainers, Technicians | 28,174.00 | 0.00 | 0.00 | 13.88 | 0% | 28,160.12 |
| 7621 · Payroll Taxes | 25,650.00 | 2,562.17 | 1,972.68 | 14,923.35 | 58% | 10,726.65 |
| 7635 · Workers Comp | 2,095.00 | 170.75 | 170.75 | 1,419.00 | 68% | 676.00 |
| 7630 · Health/Dental/Vision | 19,000.00 | 1,833.57 | 1,677.99 | 13,527.45 | 71% | 5,472.55 |
| 7632 · Severance/Vacation Payouts | 5,000.00 | 0.00 | 0.00 | 0.00 | 0% | 5,000.00 |
| Total 7500 · Operating Salaries & Benefits | 271,984.00 | 22,747.82 | 21,497.43 | 171,161.50 | 63% | 100,822.50 |
| TOTAL EXPENSES | 322,124.00 | 25,878.10 | 24,252.11 | 192,528.75 | 60% | 129,595.25 |
| NET INCOME/LOSS | 0.00 | 523.54 | 8,627.74 | 13,827.16 | 6.7% | |

Community Television of Santa Cruz County
Capital Profit Loss Budget Performance
February
2024

| | Approved Budget 2023-24 | January 2024 | February 2024 | February Year to Date | % of Annual Budget | Amount Remaining |
|-----------------------------------------------|----------------------------|-------------------|-------------------|--------------------------|-----------------------|---------------------|
| 4000 · CAPITAL REVENUE | | | | | | |
| 4100 · County PEG Fees | 500,000.00 | 0.00 | 0.00 | 250,000.00 | 50% | 250,000.00 |
| 4105 · County PEG Fees - Youth Grant | 100,000.00 | 0.00 | 0.00 | 50,000.00 | 50% | 50,000.00 |
| | | | | | | |
| TOTAL INCOME | 600,000.00 | 0.00 | 0.00 | 300,000.00 | 50% | 300,000.00 |
| | | | | | | |
| 5000 · CAPITAL EXPENDITURES | | | | | | |
| 5100 · Facility | | | | | | |
| 7400 · Facility Lease | 331,644.00 | 31,683.14 | 29,537.36 | 232,280.77 | 70% | 99,363.23 |
| 6701 · Facility/Equip. Insurance | 15,105.00 | 1,163.18 | 1,163.18 | 9,305.42 | 62% | 5,799.58 |
| 7058 · Leasehold Improvements/Capital | 12,196.00 | 0.00 | 0.00 | 8,322.87 | 68% | 3,873.13 |
| 7300 · Facilities & Equipment Rental | 1,000.00 | 0.00 | 0.00 | 0.00 | 0% | 1,000.00 |
| Total 5100 · Facility | 359,945.00 | 32,846.32 | 30,700.54 | 249,909.06 | 69% | 110,035.94 |
| | | | | | | |
| 5200 · Equipment | | | | | | |
| 7215 · Copy Machine Lease | 3,000.00 | 303.17 | 327.52 | 2,502.54 | 83% | 497.46 |
| 7051 · Equipment Repair | 1,000.00 | 0.00 | 0.00 | 0.00 | 0% | 1,000.00 |
| 7056 · Equipment - Depreciated | 44,564.00 | 0.00 | 5,550.00 | 28,996.16 | 65% | 15,567.84 |
| 7057 · Equipment - Non Depreciated | 22,107.00 | 127.24 | 2,516.17 | 7,690.91 | 35% | 14,416.09 |
| 7060 · Equipment Grant Program | 100,000.00 | 0.00 | 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 | 13,250.00 | 2,558.18 | 1,779.67 | 14,129.76 | 107% | -879.76 |
| 7700 · Telephone/Telecommunications/Internet | 9,600.00 | 1,963.19 | 1,963.19 | 13,343.66 | 139% | -3,743.66 |
| Total 5200 · Equipment | 193,521.00 | 4,951.78 | 12,136.55 | 66,663.03 | 34% | 126,857.97 |
| | | | | | | |
| Capital Maintenance & Repair | | | | | | |
| 7063 - Building Maintenance | 7063.00 | 667.32 | 487.54 | 4,823.32 | 68% | 2,239.68 |
| 7064 - Equipment Maintenance | 13202.00 | 1144.62 | 1144.64 | 9,031.98 | 68% | 4,170.02 |
| 7065 - Equipment Repair | 25609.00 | 2170.54 | 2178.38 | 18,022.32 | 70% | 7,586.68 |
| Total Capital Maintenance & Repair | 45874.00 | 3982.48 | 3810.56 | 31,877.62 | 69% | 13,996.38 |
| | | | | | | |
| 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 | 41,835.58 | 46,702.65 | 348,889.71 | 58% | 251,110.29 |
| | | | | | | |
| NET INCOME/LOSS | 0.00 | -41,835.58 | -46,702.65 | -48,889.71 | | |

Community Television of Santa Cruz County

Balance Sheet

As of February 29, 2024

| | TOTAL |
|----------------------------------------|-----------------------|
| ASSETS | |
| Current Assets | |
| Bank Accounts | |
| 1021 Petty Cash Fund | 193.25 |
| 1075 Checking - Santa Cruz County Bank | 149,845.91 |
| 1080 Savings - Santa Cruz County Bank | 243,426.83 |
| 1081 CDAR 1025929272 | 0.00 |
| 1082 CDAR 1025929809 | 0.00 |
| 1083 ICS Santa Cruz County Bank | 255,286.80 |
| 1084 CDAR 1026064054 | 0.00 |
| 1085 CDAR 1026064062 | 0.00 |
| 1086 Schwab | 1,135,273.33 |
| PayPal Bank | 183.91 |
| Total Bank Accounts | \$1,784,210.03 |
| Accounts Receivable | |
| 1114 Temp A/R | 0.00 |
| 1115 Accounts Receivable | 40,758.15 |
| 1116 Grants Receivable | 0.00 |
| Total Accounts Receivable | \$40,758.15 |
| 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 | 100.00 |
| 1203 Crime Coverage | 0.00 |
| 1206 Workers Comp Deposit | 343.71 |
| 1209 Liability / D&O (SLIP) | 0.00 |
| 1210 Property Liability (SPIP) | 4,597.75 |
| Total 1200 Prepaid Insurance | 5,041.46 |
| 1260 Prepaid Expenses | 24,933.77 |
| 1300 PFG Common Stock | 4,931.00 |
| 1400 Undeposited Funds | 620.83 |
| Repayment | |
| Health Insurance | 0.00 |
| Total Repayment | 0.00 |
| Total Other Current Assets | \$35,527.06 |
| Total Current Assets | \$1,860,495.24 |

Community Television of Santa Cruz County

Balance Sheet

As of February 29, 2024

| | TOTAL |
|----------------------------------------------|-----------------------|
| Fixed Assets | |
| 1600 Production Equipment | 1,323,471.84 |
| 1700 Accum Depr-Production Equipment | -1,107,756.25 |
| Total 1600 Production Equipment | 215,715.59 |
| 1602 Board of Supervisors Equipment | 0.00 |
| 1620 Office Furniture/Equipment | 122,181.80 |
| 1720 Accum Depr-Furniture/Equipment | -120,741.54 |
| Total 1620 Office Furniture/Equipment | 1,440.26 |
| 1625 Leasehold Improvement | 207,697.15 |
| 1725 Accum Depr-Leasehold Improv. | -162,208.48 |
| Total 1625 Leasehold Improvement | 45,488.67 |
| 1670 Broadcasting Equipment | 28,933.89 |
| Total Fixed Assets | \$291,578.41 |
| TOTAL ASSETS | \$2,152,073.65 |
| LIABILITIES AND EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 2100 Accounts Payable | 7,745.17 |
| Total Accounts Payable | \$7,745.17 |
| Credit Cards | |
| 2120 American Express | 922.91 |
| Total Credit Cards | \$922.91 |
| Other Current Liabilities | |
| 2110 Sales Tax Payable | 0.07 |
| 2111 Sales Tax (Manual entry) | 0.00 |
| 2140 Accrued Vacation | 14,572.58 |
| 2150 PPP Loan | 0.00 |
| 24000 Payroll Liabilities | 1,034.98 |
| CA PIT / SDI | 559.61 |
| CA SUI / ETT | 268.31 |
| Federal Taxes (941/944) | 2,585.51 |
| Total 24000 Payroll Liabilities | 4,448.41 |
| Board of Equalization Payable | 0.00 |
| Direct Deposit Payable | 0.00 |
| Total Other Current Liabilities | \$19,021.06 |
| Total Current Liabilities | \$27,689.14 |

Community Television of Santa Cruz County

Balance Sheet

As of February 29, 2024

| | TOTAL |
|-------------------------------------------|-----------------------|
| Long-Term Liabilities | |
| 2400 Business Equipment Loan 33736 | 0.00 |
| 2410 EIDL Loan | 0.00 |
| Total Long-Term Liabilities | \$0.00 |
| Total Liabilities | \$27,689.14 |
| Equity | |
| 3000 Opening Bal Equity | 0.00 |
| 3015 Net Assets-Temp Restricted | 0.00 |
| 3900 Retained Earnings | 561,748.72 |
| 3905 Retained Earnings - Capital Reserves | 1,597,698.33 |
| Net Income | -35,062.54 |
| Total Equity | \$2,124,384.51 |
| TOTAL LIABILITIES AND EQUITY | \$2,152,073.65 |

3/25/24

**Community Television of Santa Cruz County
Executive Director's Report to the Board
Covering February 2024**

1. Administration

Revenue

- In February, the coworking center earned \$12,550.
- The satellite remains ahead 25.23% ahead of its projected goal for FY 23_24.

Staff

- Our two new Government Technicians have completed training and are running meetings on their own now.

Paid Services

Completed

- *Government Meeting Services*
 - CTV covered 15 government meetings in February.
- *Event coverage*
 - CTV covered 1 event for Senior Council Candidate Forum

2. Facilities & Equipment

Kitchen

- The flooring has arrived. Installation will take place in March.

Studio

Productions

Members

- CTV members produced a show in the studio in Feb.
- The Studio was also rented for 3 professional shoots.

Upcoming

- *Food Revolution April.*

3. Outreach

Content Partnerships

Resource Center for Nonviolence – 1 show

UCSC is planning to share sports content with us.

Events

First Friday – we held our first *First Friday* event in February.

We had a good turnout. Many thanks to the artist who drew a nice crowd.

We participated again in March. These events are proving to be a great opportunity for us to introduce new people to our coworking space and digital media center.

Upcoming

- *First Friday – April, May, June*

Community Television of Santa Cruz County
 Operating Profit Loss Budget Performance
 January
 2024

| Community Television of Santa Cruz County Fiscal Year 2024 - 2025 Version: Draft vs 3/23F | Approved Budget FY 2023/2024 | Actuals YTD FY2023/2024 | Draft Budget FY 2024/2025 | |
|-------------------------------------------------------------------------------------------------|---------------------------------|----------------------------|------------------------------|------------------|
| | Annual | Annual | Annual | Monthly |
| 4300 · OPERATING REVENUE | | | | |
| 4101 · County BOS Meetings | 12,000.00 | 14,093.00 | 14,093.00 | 1,174.42 |
| 4103 · City of Capitola Gov. Meetings | 11,314.00 | 10,750.00 | 10,750.00 | 895.83 |
| 4104 · SCMTD Meetings | 4,059.00 | 3,432.00 | 3,432.00 | 286.00 |
| 4106 · City of Santa Cruz Gov. Mtg. | 50,000.00 | 24,644.00 | 24,644.00 | 2053.67 |
| 4108 · SCCRTC Meetings | 6,329.00 | 3,917.00 | 3,917.00 | 326.42 |
| 4109 · SCWD Meetings | 9,000.00 | 7,822.00 | 7,822.00 | 651.83 |
| 4120 · Facility & Equipment Use | 105,750.00 | 130,230.00 | 130,230.00 | 10852.50 |
| 4121 - SLVWD Meetings | 7,000.00 | 9,226.00 | 9,226.00 | 768.83 |
| 4122 - PVUSD | 12,072.00 | 14,084.00 | 14,084.00 | 1173.67 |
| 4130 · Classes | 0.00 | 0.00 | 0 | 0.00 |
| 4165 · Donations | 1,000.00 | 675.00 | 675.00 | 56.25 |
| 4180 · Interest Earned | 0.00 | 12,917.00 | 12917 | 1076.42 |
| 4185 · Misc. Income | 45,000.00 | 45,000.00 | 45,000.00 | 3750.00 |
| 4190 · Gain/Loss on Sale of Assets | 0.00 | 0.00 | 0 | 0.00 |
| 4196 - Unrealized Gain/(Loss) | 0.00 | 0.00 | 0 | 0.00 |
| 4200 · Production Services | 4,000.00 | 2,962.00 | 3,000.00 | 250.00 |
| 4250 - Closed Captioning | 46,000.00 | 21,394.00 | 21,394.00 | 1782.83 |
| 4260 - Equipment Lease | 8,600.00 | 9,450.00 | 9,450.00 | 787.50 |
| Total 4300 · OPERATING REVENUE | 322,124.00 | 310,596.00 | 310,634.00 | 25,886.17 |
| A | | | | |
| TOTAL INCOME | 322,124.00 | | 310,634.00 | 25,886.17 |
| 6000 · OPERATING EXPENSES | | | | |
| 6100 · Advertising | 8,000.00 | 7,705.00 | 7,705.00 | 642.08 |
| 6300 · Bank Charges | 2,000.00 | 3,267.00 | 3,267.00 | 272.25 |
| 6350 · Interest Expense | 0.00 | 286.00 | 200 | 16.67 |
| 6600 · Dues & Subscriptions | 1,000.00 | 1,172.00 | 1,172.00 | 97.67 |
| 7100 · Office Supplies | 800.00 | 1,400.00 | 1400 | 116.67 |
| 7105 - Production Expenses | 200.00 | 0.00 | 100 | 8.33 |
| 7200 · Postage/Freight | 500.00 | 978.00 | 600 | 50.00 |
| 7205 · Printing | 100.00 | 100.00 | 100 | 8.33 |
| 7401 · Facility Supplies | 2,000.00 | 3,324.00 | 3,824.00 | 318.67 |
| 7640 · Licenses/Fees/Misc. Taxes | 100.00 | 100.00 | 100 | 8.33 |
| 7700 · Telephone/Telecommunications/Internet | 2,920.00 | 4,073.00 | 4,073.00 | 339.42 |
| Total 6000 - Operating Expenses | 17,620.00 | 22,405.00 | 22,541.00 | 1,878.42 |
| 6800 · Contracted Services | | | | |
| 6900 · Contract Services-Audit Services | 1,500.00 | 1,500.00 | 1,500.00 | 125.00 |
| 7001 · Contract Services-Production Support | 0.00 | 0.00 | 0 | 0.00 |
| 7007 · Contract Services-CMAP | 0.00 | 0.00 | 0 | 0.00 |
| 7010 · Contract Services-Consulting | 2,000.00 | 0.00 | 958.98 | 79.92 |
| 7110 · Contract Services-Legal | 3,500.00 | 0.00 | 3,500.00 | 291.67 |
| 7910 - Contract Services-Equipment Technicians | 2,520.00 | 0.00 | 1,000.00 | 83.33 |
| 7920 · Contract Services-Captioning | 20,000.00 | 9,228.00 | 9,228.00 | 769.00 |
| Total 6800 · Contracted Services | 29,520.00 | 10,728.00 | 16,186.98 | 1,348.92 |

Community Television of Santa Cruz County
 Operating Profit Loss Budget Performance
 January
 2024

| Community Television of Santa Cruz County Fiscal Year 2024 - 2025 | Approved Budget FY 2023/2024 | Actuals YTD FY2023/2024 | Draft Budget FY 2024/2025 | |
|----------------------------------------------------------------------|---------------------------------|----------------------------|------------------------------|------------------|
| 7000 · Staff Development & Fundraising | | | | |
| 7405 · Training/conferences | 2,000.00 | 0.00 | 1,000.00 | 83.33 |
| 7800 · Travel/Meals | 500.00 | 488.00 | 500 | 41.67 |
| 8600 · Special Events Expense | 500.00 | 654.00 | 500 | 41.67 |
| Total 7000 · Staff Development & Fundraising | 3,000.00 | 1,142.00 | 2,000.00 | 166.67 |
| 7500 · Operating Salaries & Benefits | | | | |
| 7525 · Salaries - Executive Director | 80,720.00 | 99,444.00 | 94,524.00 | 7877.00 |
| 7530 · Salaries - Coworking Coordinator | 29,535.00 | 29,730.00 | 30,716.00 | 2559.67 |
| 7535 · Salaries - Accountant | 11,032.00 | 9,198.00 | 11,473.00 | 956.08 |
| 7542 · Salaries - Media Services Coordinator | 50,778.00 | 54,084.00 | 56,247.00 | 4687.25 |
| 7585 · Salaries - Government Technicians | 20,000.00 | 19,428.00 | 20,800.00 | 1733.33 |
| 7589 · Salaries - Extra Help Trainers, Technicians | 28,174.00 | 0.00 | 583.02 | 48.59 |
| 7621 · Payroll Taxes | 25,650.00 | 21,769.00 | 26,676.00 | 2223.00 |
| 7635 · Workers Comp | 2,095.00 | 2,139.00 | 2,304.00 | 192.00 |
| 7630 · Health/Dental/Vision | 19,000.00 | 20,312.00 | 21,583.00 | 1798.58 |
| 7632 · Severance/Vacation Payouts | 5,000.00 | 0.00 | 5,000.00 | 416.67 |
| Total 7500 · Operating Salaries & Benefits | 271,984.00 | 256,104.00 | 269,906.02 | 22,492.17 |
| TOTAL EXPENSES | 322,124.00 | 290,379.00 | 310,634.00 | 25,886.17 |
| NET INCOME/LOSS | 0.00 | | 0.00 | 0.00 |

DIVCA Capital Budget
Community Television of Santa Cruz County
Fiscal Year 2024-2025
Version: Draft

| | Approved Budget 2023/24 | Draft Budget 2024/25 |
|-----------------------------------------------|----------------------------|-------------------------|
| | | |
| | | |
| 4000 · CAPITAL REVENUE | Annual | Annual |
| 4100 · County PEG Fees | 500,000.00 | 500,000.00 |
| 4105 · County PEG Fees - Youth Grant | 100,000.00 | 100,000.00 |
| | | |
| TOTAL INCOME | 600,000.00 | 600,000.00 |
| | | |
| 5000 · CAPITAL EXPENDITURES | | |
| 5100 · Facility | | |
| 7400 · Facility Lease | 331,644.00 | 337,818.00 |
| 6701 · Facility/Equip. Insurance | 15,105.00 | 16,615.00 |
| 7058 · Leasehold Improvements/Capital | 12,196.00 | 10,000.00 |
| 7300 · Facilities & Equipment Rental | 1,000.00 | 1,000.00 |
| Total 5100 · Facility | 359,945.00 | 365,433.00 |
| 5200 · Equipment | | |
| 7215 · Copy Machine Lease | 3,000.00 | 3,936.00 |
| 7051 · Equipment Repair | 1,000.00 | 1,000.00 |
| 7056 · Equipment - Depreciated | 44,564.00 | 34,564.00 |
| 7057 · Equipment - Non Depreciated | 22,107.00 | 9,533.00 |
| 7060 · Equipment Grant Program | 100,000.00 | 100,000.00 |
| 7061 · Equipment Leases | 0.00 | 0.00 |
| 7062 · Software as a Service | 13,250.00 | 15,000.00 |
| 7700 · Telephone/Telecommunications/Internet | 9,600.00 | 24,000.00 |
| Total 5200 · Equipment | 193,521.00 | 188,033.00 |
| Capital Maintenance & Repair | | |
| 7063 - Building Maintenance | 7063.00 | 7,063.00 |
| 7064 - Equipment Maintenance | 13202.00 | 13,202.00 |
| 7065 - Equipment Repair | 25609.00 | 25,609.00 |
| Total Capital Maintenance & Repair | 45874.00 | 45874.00 |
| 5300 · Media Licensing | | |
| 7059 · Music Library | 660.00 | 660 |
| Total 5300 · Media Licensing | 660.00 | 660.00 |
| Total 5000 · CAPITAL EXPENDITURES | 600,000.00 | 600,000.00 |
| NET INCOME/LOSS | 0.00 | 0.00 |