



## AGENDA

**BOARD OF DIRECTORS**  
**Finance Committee Meeting**  
**June 20, 2024**  
**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 April 2024 Meeting Minutes \*

5. Consider Approval of April 2024 Financial Reports \*

6. Consider Approval of May 2024 Financial Reports \*

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**



325 Soquel Avenue  
Santa Cruz, CA 95060

**BOARD OF DIRECTORS**  
**Finance Committee Meeting**  
**April 18, 2024**  
**5:00 PM**  
**Zoom Video Conference**

## MINUTES

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 on a roll call except for adjournment.

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

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

Absent: None

Staff: Becca King Reed

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 the Minutes of the February 2024 Meeting

Joe Hall opened the discussion and asked if there were any corrections or comments. There were no comments or corrections noted. It was then moved by Guy Lasnier and seconded by Tom Manheim that the minutes of the March 2024 meeting be approved. The motion passed unanimously on a roll call vote.

5. Consider Approval of the March 2024 Financial Report

Joe Hall opened the discussion and asked if Becca King Reed had any comments. Becca King Reed commented that the March 2024 expenditures were 67% and the Operating Revenues were at 72%. In reviewing the expenses she mentioned that a number of the items related to working space were running above projections because of the increased use of the

working space. These budget items were 6300 Bank Charges, 7200 Postage and Freight, and 7401 Facility Supplies. She mentioned in the next fiscal year they may have to review the working space member's condiments to bring down the expenses.

Joe Hall then asked Tom Manheim to share his spreadsheet which tracked revenue for Budget Item 4120 Facility and Equipment. He noted that Budget Item 4120 Facility income for March was ahead of the budgeted amount and also for the Fiscal Year. He provided the specific percentages for these two figures. Becca King Reed also mentioned that the Budget Item 4180 Interest Income was lower than projected since at times as investments mature in the Schwab account they cannot be immediately reinvested because of the required reinvestment threshold amounts. This results in reinvestment at a later date when the investment threshold amount is lower thus lowering the projected interest income.

Tom Manheim commented on the lower than projected meeting income. Becca King Reed answered that this was primarily due to the shorter meetings of the Santa Cruz City Council.

Joe Hall asked the members if they had any questions on either the Operating or Capital Expenses. Keith Gudger then raised question about the Capital Budget. Based on his analysis at this point in the Fiscal Year there are not sufficient funds remaining to make certain Capital Expenditures.

Following further brief comments it was then moved by Keith Gudger and seconded by Guy Lanier to recommend to the Board the approval of the March 2024 Financial Report. The motion passed on a unanimous roll call vote.

## 6. Financial Update

Joe Hall opened the discussion and asked if Becca King Reed if she had any comments. She commented on the Budget Reconciliation Process now underway and that material had been sent to the accounting specialists which had been retained to undertake this process.

Tom Manheim discussed some future potential Capital Expenditures concerning replacement and/or repair of the roof and air condition systems of the CTV building. It was explained by Tom Manheim this will be an item for future discussion with the building owner and other interested parties.

## 7. Adjournment

A motion was made by Tom Manheim that the meeting adjourn. The motion passed unanimously on a voice vote.

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

	Approved Budget 2023-24	March 2024	April 2024	April Year to Date	% of Annual Budget	Amount Remaining
<b>4000 · CAPITAL REVENUE</b>						
4100 · County PEG Fees	500,000.00	125,000.00	0.00	375,000.00	75%	125,000.00
4105 · County PEG Fees - Youth Grant	100,000.00	25,000.00	0.00	75,000.00	75%	25,000.00
<b>TOTAL INCOME</b>	<b>600,000.00</b>	<b>150,000.00</b>	<b>0.00</b>	<b>450,000.00</b>	<b>75%</b>	<b>150,000.00</b>
<b>5000 · CAPITAL EXPENDITURES</b>						
<b>5100 · Facility</b>						
7400 · Facility Lease	331,644.00	34,283.16	31,354.20	297,918.13	90%	33,725.87
6701 · Facility / Equip. Insurance	15,105.00	1,163.18	1,163.18	11,631.78	77%	3,473.22
7058 · Leasehold Improvements / Capital	12,196.00	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
<b>Total 5100 · Facility</b>	<b>359,945.00</b>	<b>35,446.34</b>	<b>32,517.38</b>	<b>317,872.78</b>	<b>88%</b>	<b>42,072.22</b>
<b>5200 · Equipment</b>						
7215 · Copy Machine Lease	3,000.00	303.17	303.17	3,108.88	104%	(108.88)
7051 · Equipment Repair	1,000.00	0.00	0.00	0.00	0%	1,000.00
7056 · Equipment - Depreciated	44,564.00	0.00	0.00	28,996.16	65%	15,567.84
7057 · Equipment - Non Depreciated	22,107.00	168.93	216.27	8,076.11	37%	14,030.89
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	1,793.79	1,525.79	17,449.34	132%	(4,199.34)
7700 · Telephone / Telecommunications / Internet	9,600.00	1,963.19	1,963.19	17,270.04	180%	(7,670.04)
<b>Total 5200 · Equipment</b>	<b>193,521.00</b>	<b>4,229.08</b>	<b>4,008.42</b>	<b>74,900.53</b>	<b>39%</b>	<b>118,620.47</b>
<b>Capital Maintenance &amp; Repair</b>						
7063 - Building Maintenance	7063.00	611.17	640.74	6,075.23	86%	987.77
7064 - Equipment Maintenance	13202.00	1144.62	1144.62	11,321.22	86%	1,880.78
7065 - Equipment Repair	25609.00	2173.69	2134.98	22,331.03	87%	3,277.97
<b>Total Capital Maintenance &amp; Repair</b>	<b>45874.00</b>	<b>3929.48</b>	<b>3920.34</b>	<b>39,727.48</b>	<b>87%</b>	<b>6,146.52</b>
<b>5300 · Media Licensing</b>						
7059 · Music Library	660.00	55.00	55.00	550.00	83%	110.00
<b>Total 5300 · Media Licensing</b>	<b>660.00</b>	<b>55.00</b>	<b>55.00</b>	<b>550.00</b>	<b>83%</b>	<b>110.00</b>
<b>Total 5000 · CAPITAL EXPENDITURES</b>	<b>600,000.00</b>	<b>43,659.90</b>	<b>40,501.14</b>	<b>433,050.79</b>	<b>72%</b>	<b>166,949.21</b>
	<b>0.00</b>	<b>106,340.10</b>	<b>(40,501.14)</b>	<b>16,949.21</b>		

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

	Approved Budget 2023-24	March 2024	April 2024	April Year to Date	% of Annual Budget	Amount Remaining
<b>4300 · OPERATING REVENUE</b>						
4101 · County BOS Meetings	12,000.00	1,677.50	1,613.75	12,880.00	107%	(880.00)
4103 · City of Capitola Gov. Meetings	11,314.00	2,005.75	1,833.00	11,325.00	100%	(11.00)
4104 · SCMTD Meetings	4,059.00	593.25	508.50	3,104.25	76%	954.75
4106 · City of Santa Cruz Gov. Mtg.	50,000.00	2,441.25	2,441.25	25,784.75	52%	24,215.25
4108 · SCCRTC Meetings	6,329.00	759.50	590.00	4,337.50	69%	1,991.50
4109 · SCWD Meetings	9,000.00	702.00	741.00	6,552.00	73%	2,448.00
4120 · Facility & Equipment Use	105,750.00	10,947.76	13,274.29	112,509.47	106%	(6,759.47)
4121 · SLVWD Meetings	7,000.00	759.50	787.75	7,664.50	109%	(664.50)
4122 · PVUSD	12,072.00	1,550.50	1,603.75	11,822.75	98%	249.25
4130 · Classes	0.00	0.00	0.00	32.00	0%	(32.00)
4165 · Donations	1,000.00	500.00	0.00	675.00	68%	325.00
4180 · Interest Earned	0.00	1,262.65	1,355.13	11,365.22	0%	(11,365.22)
4185 · Misc. Income	45,000.00	0.00	994.96	22,178.78	49%	22,821.22
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	780.00	0.00	2,755.00	69%	1,245.00
4250 - Closed Captioning	46,000.00	2,175.00	2,325.00	21,255.00	46%	24,745.00
4260 - Equipment Lease	8,600.00	824.33	824.33	7,986.39	93%	613.61
<b>Total 4300 · OPERATING REVENUE</b>	<b>322,124.00</b>	<b>26,978.99</b>	<b>28,892.71</b>	<b>262,227.61</b>	<b>81%</b>	<b>59,896.39</b>
<b>TOTAL INCOME</b>	<b>322,124.00</b>	<b>26,978.99</b>	<b>28,892.71</b>	<b>262,227.61</b>	<b>81%</b>	<b>59,896.39</b>
<b>6000 · OPERATING EXPENSES</b>						
6100 · Advertising	8,000.00	20.00	20.00	3,682.44	46%	4,317.56
6300 · Bank Charges	2,000.00	336.45	287.14	2,788.60	139%	(788.60)
6350 · Interest Expense	0.00	0.00	0.00	286.98	0%	(286.98)
6600 · Dues & Subscriptions	1,000.00	0.00	0.00	684.26	68%	315.74
7100 · Office Supplies	800.00	0.00	0.00	886.60	111%	(86.60)
7105 - Production Expenses	200.00	0.00	0.00	0.00	0%	200.00
7200 · Postage/Freight	500.00	100.90	39.40	764.32	153%	(264.32)
7205 · Printing	100.00	0.00	0.00	0.00	0%	100.00
7401 · Facility Supplies	2,000.00	532.36	336.17	3,478.19	174%	(1,478.19)
7640 · Licenses/Fees/Misc. Taxes	100.00	0.00	232.24	308.74	309%	(208.74)
7700 · Telephone/Telecommunications/Internet	2,920.00	238.00	559.89	3,520.46	121%	(600.46)
<b>Total 6000 - Operating Expenses</b>	<b>17,620.00</b>	<b>1,227.71</b>	<b>1,474.84</b>	<b>16,400.59</b>	<b>93%</b>	<b>1,219.41</b>
<b>6800 · Contracted Services</b>						
6900 · Contract Services-Audit Services	1,500.00	87.50	0.00	352.95	24%	1,147.05
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	389.75	1,082.78	8,208.11	41%	11,791.89
<b>Total 6800 · Contracted Services</b>	<b>29,520.00</b>	<b>477.25</b>	<b>1,082.78</b>	<b>8,561.06</b>	<b>29%</b>	<b>20,958.94</b>

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

	Approved Budget 2023-24	March 2024	April 2024	April Year to Date	% of Annual Budget	Amount Remaining
<b>7000 · Staff Development &amp; Fundraising</b>						
7405 · Training/conferences	2,000.00	0.00	635.00	635.00	32%	1,365.00
7800 · Travel/Meals	500.00	0.00	0.00	285.66	57%	214.34
8600 · Special Events Expense	500.00	40.88	48.96	472.36	94%	27.64
<b>Total 7000 · Staff Development &amp; Fundraising</b>	<b>3,000.00</b>	<b>40.88</b>	<b>683.96</b>	<b>1,393.02</b>	<b>46%</b>	<b>1,606.98</b>
<b>7500 · Operating Salaries &amp; Benefits</b>						
7525 · Salaries - Executive Director	80,720.00	7,573.94	7,573.94	80,731.63	100%	(11.63)
7530 · Salaries - Coworking Community Coordinator	29,535.00	2,444.70	2,562.95	24,300.95	82%	5,234.05
7535 · Salaries - Accountant	11,032.00	1,120.84	966.00	8,592.64	78%	2,439.36
7542 · Salaries - Media Services Coordinator	50,778.00	4,578.46	4,578.46	45,284.82	89%	5,493.18
7585 · Salaries - Government Technicians	20,000.00	2,198.23	1,898.98	17,864.24	89%	2,135.76
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	1,882.11	1,781.49	18,586.95	72%	7,063.05
7635 · Workers Comp	2,095.00	170.75	170.75	1,760.50	84%	334.50
7630 · Health/Dental/Vision	19,000.00	1,677.99	1,677.98	16,883.42	89%	2,116.58
7632 · Severance/Vacation Payouts	5,000.00	0.00	0.00	0.00	0%	5,000.00
<b>Total 7500 · Operating Salaries &amp; Benefits</b>	<b>271,984.00</b>	<b>21,647.02</b>	<b>21,210.55</b>	<b>214,019.03</b>	<b>79%</b>	<b>57,964.97</b>
<b>TOTAL EXPENSES</b>	<b>322,124.00</b>	<b>23,392.86</b>	<b>24,452.13</b>	<b>240,373.70</b>	<b>75%</b>	<b>81,750.30</b>
<b>NET INCOME/LOSS</b>	<b>0.00</b>	<b>3,586.13</b>	<b>4,440.58</b>	<b>21,853.91</b>	<b>8.3%</b>	

# Community Television of Santa Cruz County

## Balance Sheet

As of April 30, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1021 Petty Cash Fund	119.52
1075 Checking - Santa Cruz County Bank	220,722.71
1080 Savings - Santa Cruz County Bank	143,459.85
1081 CDAR 1025929272	0.00
1082 CDAR 1025929809	0.00
1083 ICS Santa Cruz County Bank	256,998.97
1084 CDAR 1026064054	0.00
1085 CDAR 1026064062	0.00
1086 Schwab	1,237,019.41
PayPal Bank	183.91
<b>Total Bank Accounts</b>	<b>\$1,858,504.37</b>
Accounts Receivable	
1114 Temp A/R	0.00
1115 Accounts Receivable	36,831.29
1116 Grants Receivable	0.00
<b>Total Accounts Receivable</b>	<b>\$36,831.29</b>
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	50.00
1203 Crime Coverage	0.00
1206 Workers Comp Deposit	541.46
1209 Liability / D&O (SLIP)	0.00
1210 Property Liability (SPIP)	2,321.39
<b>Total 1200 Prepaid Insurance</b>	<b>2,912.85</b>
1260 Prepaid Expenses	25,988.05
1300 PFG Common Stock	4,931.00
1400 Undeposited Funds	412.00
Repayment	
Health Insurance	0.00
<b>Total Repayment</b>	<b>0.00</b>
<b>Total Other Current Assets</b>	<b>\$34,243.90</b>
<b>Total Current Assets</b>	<b>\$1,929,579.56</b>

# Community Television of Santa Cruz County

## Balance Sheet As of April 30, 2024

	TOTAL
Fixed Assets	
1600 Production Equipment	1,422,032.27
1700 Accum Depr-Production Equipment	-1,178,708.87
<b>Total 1600 Production Equipment</b>	<b>243,323.40</b>
1602 Board of Supervisors Equipment	0.00
1620 Office Furniture/Equipment	125,536.41
1720 Accum Depr-Furniture/Equipment	-121,422.59
<b>Total 1620 Office Furniture/Equipment</b>	<b>4,113.82</b>
1625 Leasehold Improvement	218,014.36
1725 Accum Depr-Leasehold Improv.	-169,126.67
<b>Total 1625 Leasehold Improvement</b>	<b>48,887.69</b>
1670 Broadcasting Equipment	28,933.89
<b>Total Fixed Assets</b>	<b>\$325,258.80</b>
<b>TOTAL ASSETS</b>	<b>\$2,254,838.36</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts Payable	9,191.92
<b>Total Accounts Payable</b>	<b>\$9,191.92</b>
Credit Cards	
2120 American Express	-4,235.78
<b>Total Credit Cards</b>	<b>\$ -4,235.78</b>
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	558.76
CA SUI / ETT	-794.67
Federal Taxes (941/944)	2,579.91
<b>Total 24000 Payroll Liabilities</b>	<b>3,378.98</b>
Board of Equalization Payable	0.00
Direct Deposit Payable	0.00
<b>Total Other Current Liabilities</b>	<b>\$17,951.63</b>
<b>Total Current Liabilities</b>	<b>\$22,907.77</b>



# Community Television of Santa Cruz County

## Balance Sheet As of April 30, 2024

	TOTAL
Long-Term Liabilities	
2400 Business Equipment Loan 33736	0.00
2410 EIDL Loan	0.00
<b>Total Long-Term Liabilities</b>	<b>\$0.00</b>
<b>Total Liabilities</b>	<b>\$22,907.77</b>
Equity	
3000 Opening Bal Equity	0.00
3015 Net Assets-Temp Restricted	0.00
3900 Retained Earnings	595,429.11
3905 Retained Earnings - Capital Reserves	1,597,698.33
Net Income	38,803.15
<b>Total Equity</b>	<b>\$2,231,930.59</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$2,254,838.36</b>

### EQUITY:

Capital Reserves	\$1,298,996.33
Capital Reserves - Youth Grant	\$ 315,651.21
Operating Reserves	\$ 243,856.83
Other Assets	\$ 373,426.22
<b>TOTAL</b>	<b>\$2,231,930.59</b>

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

	Approved Budget 2023-24	April 2024	May 2024	May Year to Date	% of Annual Budget	Amount Remaining
<b>4000 · CAPITAL REVENUE</b>						
4100 · County PEG Fees	500,000.00	0.00	0.00	375,000.00	75%	125,000.00
4105 · County PEG Fees - Youth Grant	100,000.00	0.00	0.00	75,000.00	75%	25,000.00
<b>TOTAL INCOME</b>	<b>600,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>450,000.00</b>	<b>75%</b>	<b>150,000.00</b>
<b>5000 · CAPITAL EXPENDITURES</b>						
<b>5100 · Facility</b>						
7400 · Facility Lease	331,644.00	31,354.20	28,817.20	326,735.33	99%	4,908.67
6701 · Facility / Equip. Insurance	15,105.00	1,163.18	1,163.18	12,794.96	85%	2,310.04
7058 · Leasehold Improvements / Capital	12,196.00	0.00	26,200.00	34,522.87	283%	(22,326.87)
7300 · Facilities & Equipment Rental	1,000.00	0.00	0.00	0.00	0%	1,000.00
<b>Total 5100 · Facility</b>	<b>359,945.00</b>	<b>32,517.38</b>	<b>56,180.38</b>	<b>374,053.16</b>	<b>104%</b>	<b>(14,108.16)</b>
<b>5200 · Equipment</b>						
7215 · Copy Machine Lease	3,000.00	303.17	303.17	3,412.05	114%	(412.05)
7051 · Equipment Repair	1,000.00	0.00	0.00	0.00	0%	1,000.00
7056 · Equipment - Depreciated	44,564.00	0.00	0.00	28,996.16	65%	15,567.84
7057 · Equipment - Non Depreciated	22,107.00	216.27	263.66	8,339.77	38%	13,767.23
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	1,525.79	1,048.34	18,427.68	139%	(5,177.68)
7700 · Telephone / Telecommunications / Internet	9,600.00	1,963.19	1,963.19	19,233.23	200%	(9,633.23)
<b>Total 5200 · Equipment</b>	<b>193,521.00</b>	<b>4,008.42</b>	<b>3,578.36</b>	<b>78,408.89</b>	<b>41%</b>	<b>115,112.11</b>
<b>Capital Maintenance &amp; Repair</b>						
7063 - Building Maintenance	7063.00	640.74	779.22	6,854.45	97%	208.55
7064 - Equipment Maintenance	13202.00	1144.62	1144.62	12,465.84	94%	736.16
7065 - Equipment Repair	25609.00	2134.98	2106.42	24,437.45	95%	1,171.55
<b>Total Capital Maintenance &amp; Repair</b>	<b>45874.00</b>	<b>3920.34</b>	<b>4030.26</b>	<b>43,757.74</b>	<b>95%</b>	<b>2,116.26</b>
<b>5300 · Media Licensing</b>						
7059 · Music Library	660.00	55.00	55.00	605.00	92%	55.00
<b>Total 5300 · Media Licensing</b>	<b>660.00</b>	<b>55.00</b>	<b>55.00</b>	<b>605.00</b>	<b>92%</b>	<b>55.00</b>
<b>Total 5000 · CAPITAL EXPENDITURES</b>	<b>600,000.00</b>	<b>40,501.14</b>	<b>63,844.00</b>	<b>496,824.79</b>	<b>83%</b>	<b>103,175.21</b>
	<b>0.00</b>	<b>(40,501.14)</b>	<b>(63,844.00)</b>	<b>(46,824.79)</b>		

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

	Approved Budget 2023-24	April 2024	May 2024	May Year to Date	% of Annual Budget	Amount Remaining
<b>4300 · OPERATING REVENUE</b>						
4101 · County BOS Meetings	12,000.00	1,613.75	2,220.00	15,100.00	126%	(3,100.00)
4103 · City of Capitola Gov. Meetings	11,314.00	1,833.00	1,186.50	12,511.50	111%	(1,197.50)
4104 · SCMTD Meetings	4,059.00	508.50	282.50	3,386.75	83%	672.25
4106 · City of Santa Cruz Gov. Mtg.	50,000.00	2,441.25	2,983.75	28,768.50	58%	21,231.50
4108 · SCCRTC Meetings	6,329.00	590.00	1,293.00	5,630.50	89%	698.50
4109 · SCWD Meetings	9,000.00	741.00	546.00	7,098.00	79%	1,902.00
4120 · Facility & Equipment Use	105,750.00	13,274.29	7,368.43	119,877.90	113%	(14,127.90)
4121 · SLVWD Meetings	7,000.00	787.75	678.00	8,342.50	119%	(1,342.50)
4122 · PVUSD	12,072.00	1,603.75	731.25	12,554.00	104%	(482.00)
4130 · Classes	0.00	0.00	0.00	32.00	0%	(32.00)
4165 · Donations	1,000.00	0.00	0.00	675.00	68%	325.00
4180 · Interest Earned	0.00	1,355.13	927.48	12,292.70	0%	(12,292.70)
4185 · Misc. Income	45,000.00	994.96	439.73	22,618.51	50%	22,381.49
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	0.00	0.00	2,755.00	69%	1,245.00
4250 · Closed Captioning	46,000.00	2,325.00	2,887.50	24,142.50	52%	21,857.50
4260 · Equipment Lease	8,600.00	824.33	824.33	8,810.72	102%	(210.72)
<b>Total 4300 · OPERATING REVENUE</b>	<b>322,124.00</b>	<b>28,892.71</b>	<b>22,368.47</b>	<b>284,596.08</b>	<b>88%</b>	<b>37,527.92</b>
<b>TOTAL INCOME</b>	<b>322,124.00</b>	<b>28,892.71</b>	<b>22,368.47</b>	<b>284,596.08</b>	<b>88%</b>	<b>37,527.92</b>
<b>6000 · OPERATING EXPENSES</b>						
6100 · Advertising	8,000.00	20.00	3,025.00	6,707.44	84%	1,292.56
6300 · Bank Charges	2,000.00	287.14	464.55	3,253.15	163%	(1,253.15)
6350 · Interest Expense	0.00	0.00	0.00	286.98	0%	(286.98)
6600 · Dues & Subscriptions	1,000.00	0.00	0.00	684.26	68%	315.74
7100 · Office Supplies	800.00	0.00	0.00	886.60	111%	(86.60)
7105 · Production Expenses	200.00	0.00	0.00	0.00	0%	200.00
7200 · Postage/Freight	500.00	39.40	43.14	807.46	161%	(307.46)
7205 · Printing	100.00	0.00	0.00	0.00	0%	100.00
7401 · Facility Supplies	2,000.00	336.17	357.54	3,835.73	192%	(1,835.73)
7640 · Licenses/Fees/Misc. Taxes	100.00	232.24	0.00	308.74	309%	(208.74)
7700 · Telephone/Telecommunications/Internet	2,920.00	559.89	238.00	3,758.46	129%	(838.46)
<b>Total 6000 - Operating Expenses</b>	<b>17,620.00</b>	<b>1,474.84</b>	<b>4,128.23</b>	<b>20,528.82</b>	<b>117%</b>	<b>(2,908.82)</b>
<b>6800 · Contracted Services</b>						
6900 · Contract Services-Audit Services	1,500.00	0.00	1,725.00	2,077.95	139%	(577.95)
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	1,082.78	2,074.71	10,282.82	51%	9,717.18
<b>Total 6800 · Contracted Services</b>	<b>29,520.00</b>	<b>1,082.78</b>	<b>3,799.71</b>	<b>12,360.77</b>	<b>42%</b>	<b>17,159.23</b>

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

	Approved Budget 2023-24	April 2024	May 2024	May Year to Date	% of Annual Budget	Amount Remaining
<b>7000 · Staff Development &amp; Fundraising</b>						
7405 · Training/conferences	2,000.00	635.00	0.00	635.00	32%	1,365.00
7800 · Travel/Meals	500.00	0.00	29.12	314.78	63%	185.22
8600 · Special Events Expense	500.00	48.96	44.88	517.24	103%	(17.24)
<b>Total 7000 · Staff Development &amp; Fundraising</b>	<b>3,000.00</b>	<b>683.96</b>	<b>74.00</b>	<b>1,467.02</b>	<b>49%</b>	<b>1,532.98</b>
<b>7500 · Operating Salaries &amp; Benefits</b>						
7525 · Salaries - Executive Director	80,720.00	7,573.94	7,573.94	88,305.57	109%	(7,585.57)
7530 · Salaries - Coworking Community Coordinator	29,535.00	2,562.95	3,116.89	27,417.84	93%	2,117.16
7535 · Salaries - Accountant	11,032.00	966.00	851.76	9,444.40	86%	1,587.60
7542 · Salaries - Media Services Coordinator	50,778.00	4,578.46	4,578.46	49,863.28	98%	914.72
7585 · Salaries - Government Technicians	20,000.00	1,898.98	2,383.61	20,247.85	101%	(247.85)
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	1,781.49	1,875.66	20,462.61	80%	5,187.39
7635 · Workers Comp	2,095.00	170.75	170.75	1,931.25	92%	163.75
7630 · Health/Dental/Vision	19,000.00	1,677.98	1,611.42	18,494.84	97%	505.16
7632 · Severance/Vacation Payouts	5,000.00	0.00	0.00	0.00	0%	5,000.00
<b>Total 7500 · Operating Salaries &amp; Benefits</b>	<b>271,984.00</b>	<b>21,210.55</b>	<b>22,162.49</b>	<b>236,181.52</b>	<b>87%</b>	<b>35,802.48</b>
<b>TOTAL EXPENSES</b>	<b>322,124.00</b>	<b>24,452.13</b>	<b>30,164.43</b>	<b>270,538.13</b>	<b>84%</b>	<b>51,585.87</b>
<b>NET INCOME/LOSS</b>	<b>0.00</b>	<b>4,440.58</b>	<b>(7,795.96)</b>	<b>14,057.95</b>	<b>4.9%</b>	

# Community Television of Santa Cruz County

## Balance Sheet

As of May 31, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1021 Petty Cash Fund	148.48
1075 Checking - Santa Cruz County Bank	172,603.49
1080 Savings - Santa Cruz County Bank	143,472.03
1081 CDAR 1025929272	0.00
1082 CDAR 1025929809	0.00
1083 ICS Santa Cruz County Bank	257,873.49
1084 CDAR 1026064054	0.00
1085 CDAR 1026064062	0.00
1086 Schwab	1,237,475.21
PayPal Bank	183.91
<b>Total Bank Accounts</b>	<b>\$1,811,756.61</b>
Accounts Receivable	
1114 Temp A/R	0.00
1115 Accounts Receivable	33,490.12
1116 Grants Receivable	0.00
<b>Total Accounts Receivable</b>	<b>\$33,490.12</b>
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	25.00
1203 Crime Coverage	0.00
1206 Workers Comp Deposit	370.71
1209 Liability / D&O (SLIP)	0.00
1210 Property Liability (SPIP)	1,183.21
<b>Total 1200 Prepaid Insurance</b>	<b>1,578.92</b>
1260 Prepaid Expenses	25,933.05
1300 PFG Common Stock	4,931.00
1400 Undeposited Funds	0.00
Repayment	
Health Insurance	0.00
<b>Total Repayment</b>	<b>0.00</b>
<b>Total Other Current Assets</b>	<b>\$32,442.97</b>
<b>Total Current Assets</b>	<b>\$1,877,689.70</b>

# Community Television of Santa Cruz County

## Balance Sheet As of May 31, 2024

	TOTAL
Fixed Assets	
1600 Production Equipment	1,422,032.27
1700 Accum Depr-Production Equipment	-1,178,708.87
<b>Total 1600 Production Equipment</b>	<b>243,323.40</b>
1602 Board of Supervisors Equipment	0.00
1620 Office Furniture/Equipment	125,536.41
1720 Accum Depr-Furniture/Equipment	-121,422.59
<b>Total 1620 Office Furniture/Equipment</b>	<b>4,113.82</b>
1625 Leasehold Improvement	218,014.36
1725 Accum Depr-Leasehold Improv.	-169,126.67
<b>Total 1625 Leasehold Improvement</b>	<b>48,887.69</b>
1670 Broadcasting Equipment	28,933.89
<b>Total Fixed Assets</b>	<b>\$325,258.80</b>
<b>TOTAL ASSETS</b>	<b>\$2,202,948.50</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts Payable	32,228.73
<b>Total Accounts Payable</b>	<b>\$32,228.73</b>
Credit Cards	
2120 American Express	-4,330.22
<b>Total Credit Cards</b>	<b>\$ -4,330.22</b>
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	-13.86
CA SUI / ETT	-714.00
Federal Taxes (941/944)	-190.38
<b>Total 24000 Payroll Liabilities</b>	<b>116.74</b>
Board of Equalization Payable	0.00
Direct Deposit Payable	0.00
<b>Total Other Current Liabilities</b>	<b>\$14,689.39</b>
<b>Total Current Liabilities</b>	<b>\$42,587.90</b>

# Community Television of Santa Cruz County

## Balance Sheet As of May 31, 2024

	TOTAL
Long-Term Liabilities	
2400 Business Equipment Loan 33736	0.00
2410 EIDL Loan	0.00
<b>Total Long-Term Liabilities</b>	<b>\$0.00</b>
<b>Total Liabilities</b>	<b>\$42,587.90</b>
Equity	
3000 Opening Bal Equity	0.00
3015 Net Assets-Temp Restricted	0.00
3900 Retained Earnings	595,429.11
3905 Retained Earnings - Capital Reserves	1,597,698.33
Net Income	-32,766.84
<b>Total Equity</b>	<b>\$2,160,360.60</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$2,202,948.50</b>

### EQUITY

Capital Reserves	\$1,235,222.33
Capital Reserves - Youth Grant	\$ 315,651.21
Operating Reserves	\$ 260,883.07
Other Assets	\$ 348,603.99
<b>TOTAL</b>	<b>\$2,160,360.60</b>