



## AGENDA

**BOARD OF DIRECTORS**  
**Finance Committee Meeting**  
**October 25, 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 September 2024 Meeting Minutes \*

5. Consider Approval of July 2024 Financial Reports \*

6. Consider Approval of September 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**



**BOARD OF DIRECTORS  
Finance Committee Meeting  
September 19, 2024**

325 Soquel Avenue  
Santa Cruz, CA 95060

**4:00 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

Absent: Tom Manheim

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 June 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 Keith Gudger and seconded by Guy Lasnier that the minutes of the June 2024 meeting be approved. The motion passed unanimously on a roll call vote.

5. Consider Approval of the June 2024 Financial Report

Joe Hall opened the discussion and asked if Becca King Reed had any comments. Becca King Reed commented that the 2023-2024 Fiscal Year as shown in the June 30 Financial Report ended with revenue up from the budget projection by 5% and costs 8% lower than

projected. She was happy with the end results of the 2023-2024 Fiscal Year. Joe Hall asked why the revenue in the June 2024 report was so high for budget item 4120 Facility and Equipment. Becca King Reed stated that one group which was doing an audit for the Federal Food and Drug Administration (FDA) had utilized a large percentage of the work space and vacant offices for an audit of a local company. Becca King Reed also commented that the June meeting revenues saw a number of the government agencies having additional or longer meetings related to their budget adoption.

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

#### 6. Consider Approval of the July 2024 Financial Report

Joe Hall opened the discussion and asked if Becca King Reed had any comments. Becca King Reed stated she had no additional comments. Keith Gudger then commented on budget item 4185 Misc. Income having negative revenue for July. Becca King Reed stated she did not have the answer as to the reason for this but CTV did not actually lose any funds, but that Mel Sweet would have to answer the specifics of this. Keith Gudger stated that he understood how T-Bills and other Treasurer instruments could fluctuate in value but was interested to hear the exact reason for the July decrease. Guy Lasnier concurred with this question.

Becca King Reed also commented that the June saw a number of the government agencies having additional or longer meetings related to their budget adoption and the July meeting revenue showed an increase in revenue because revenues were only shown on the Financial Report when they had been received by CTV.

Based on further discussion it was moved by Keith Gudger and seconded by Guy Lasnier that action on the July 2024 Financial Report be continued to the October Finance Committee meeting so information could be received on July budget item 4185 Misc. Income . The motion passed on a unanimous roll call vote.

#### 7. Consider Approval of the August 2024 Financial Report

Joe Hall opened the discussion and asked if Becca King Reed had any comments. Becca King Reed called attention to budget item 7640 Licenses/Fees/Misc. Taxes and explained this was the property tax payment to the County of Santa Cruz. She further commented that this was the first year that CTV had been assessed since they were a non-profit. However, since some of the CTV building is rented for a profit making purpose the whole building is considered by the County as subject to property tax. Becca King Reed has scheduled a meeting with the County to discuss this matter and Tom Manheim will be part of that meeting. After a brief further discussion it was suggested that this should be considered an eligible Capital Cost in future budget preparation.

Keith Gudger then asked if there was any information on why the budget item 4120 Facility and Equipment Use revenue was so low for August. Becca King Reed stated that she had looked at this number and the month of August had seemed to vary widely over the past years. Her thought was that a lot of members were on vacation which may have resulted in some of the reason the revenue was so low. She further commented that it seemed that the September revenues for 4120 Facility and Equipment Use would be more in line with past months since there seemed to be more activity in the working space.

## 8. Financial Update

Becca King Reed stated a number of partnerships that were being developed to help CTV and these would be included in her Board report for the September meeting. Some of these included inclusion in the Events Santa Cruz publications and other information outlets.

Keith Gudger asked about the CTV newsletter and Becca King Reed responded she would discuss this with him.

## 7. Adjournment

A motion was made by Guy Lasnier that the meeting adjourns. The motion passed unanimously on a voice vote.

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

	Approved Budget 2024-25	June 2024	July 2024	July 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	0.00	0%	500,000.00
4105 · County PEG Fees - Youth Grant	100,000.00	25,000.00	0.00	0.00	0%	100,000.00
<b>TOTAL INCOME</b>	<b>600,000.00</b>	<b>150,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>	<b>600,000.00</b>
<b>5000 · CAPITAL EXPENDITURES</b>						
<b>5100 · Facility</b>						
7400 · Facility Lease	337,818.00	28,937.20	31,521.38	31,521.38	9%	306,296.62
6701 · Facility/Equip. Insurance	16,615.00	1,208.20	1,142.97	1,142.97	7%	15,472.03
7058 · Leasehold Improvements/Capital	10,000.00	0.00	0.00	0.00	0%	10,000.00
7300 · Facilities & Equipment Rental	1,000.00	0.00	0.00	0.00	0%	1,000.00
<b>Total 5100 · Facility</b>	<b>365,433.00</b>	<b>30,145.40</b>	<b>32,664.35</b>	<b>32,664.35</b>	<b>9%</b>	<b>332,768.65</b>
<b>5200 · Equipment</b>						
7215 · Copy Machine Lease	3,936.00	303.17	0.00	0.00	0%	3,936.00
7051 · Equipment Repair	1,000.00	0.00	0.00	0.00	0%	1,000.00
7056 · Equipment - Depreciated	34,564.00	0.00	0.00	0.00	0%	34,564.00
7057 · Equipment - Non Depreciated	9,533.00	551.40	19.89	19.89	0%	9,513.11
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	15,000.00	1,648.34	1,622.40	1,622.40	11%	13,377.60
7700 · Telephone/Telecommunications/Internet	24,000.00	1,963.19	0.00	0.00	0%	24,000.00
<b>Total 5200 · Equipment</b>	<b>188,033.00</b>	<b>4,466.10</b>	<b>1,642.29</b>	<b>1,642.29</b>	<b>1%</b>	<b>186,390.71</b>
<b>Capital Maintenance &amp; Repair</b>						
7063 - Building Maintenance	7063.00	562.61	675.85	675.85	10%	6,387.15
7064 - Equipment Maintenance	13202.00	1144.62	1144.62	1,144.62	9%	12,057.38
7065 - Equipment Repair	25609.00	2109.43	1985.39	1,985.39	8%	23,623.61
<b>Total Capital Maintenance &amp; Repair</b>	<b>45874.00</b>	<b>3816.66</b>	<b>3805.86</b>	<b>3,805.86</b>	<b>8%</b>	<b>42,068.14</b>
<b>5300 · Media Licensing</b>						
7059 · Music Library	660.00	55.00	55.00	55.00	8%	605.00
<b>Total 5300 · Media Licensing</b>	<b>660.00</b>	<b>55.00</b>	<b>55.00</b>	<b>55.00</b>	<b>8%</b>	<b>605.00</b>
<b>Total 5000 · CAPITAL EXPENDITURES</b>	<b>600,000.00</b>	<b>38,483.16</b>	<b>38,167.50</b>	<b>38,167.50</b>	<b>6%</b>	<b>561,832.50</b>
	<b>0.00</b>	<b>111,516.84</b>	<b>-38,167.50</b>	<b>-38,167.50</b>		

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

	Approved Budget 2024-25	June 2024	July 2024	June Year to Date	% of Annual Budget	Amount Remaining
<b>4300 · OPERATING REVENUE</b>						
4101 · County BOS Meetings	14,093.00	3,703.50	2,438.75	2,438.75	17%	11,654.25
4103 · City of Capitola Gov. Meetings	10,750.00	0.00	1,299.50	1,299.50	12%	9,450.50
4104 · SCMTD Meetings	3,432.00	310.75	339.00	339.00	10%	3,093.00
4106 · City of Santa Cruz Gov. Mtg.	24,644.00	4,105.50	2,983.75	2,983.75	12%	21,660.25
4108 · SCCRTC Meetings	3,917.00	646.50	787.75	787.75	20%	3,129.25
4109 · SCWD Meetings	7,822.00	1,092.00	624.00	624.00	8%	7,198.00
4120 · Facility & Equipment Use	130,230.00	15,168.80	8,368.52	8,368.52	6%	121,861.48
4121 · SLVWD Meetings	9,226.00	558.50	1,377.75	1,377.75	15%	7,848.25
4122 · PVUSD	14,084.00	1,437.50	929.00	929.00	7%	13,155.00
4130 · Classes	0.00	0.00	0.00	0.00	0%	0.00
4165 · Donations	675.00	0.00	0.00	0.00	0%	675.00
4180 · Interest Earned	12,917.00	2,811.37	998.96	998.96	0%	11,918.04
4185 · Misc. Income	45,000.00	12,856.67	(1,260.89)	(1,260.89)	-3%	46,260.89
4190 · Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00	0%	0.00
4196 - Unrealized Gain/(Loss)	0.00	3,026.32	0.00	0.00	0%	0.00
4200 · Production Services	3,000.00	0.00	0.00	0.00	0%	3,000.00
4250 - Closed Captioning	21,394.00	4,987.50	3,187.50	3,187.50	15%	18,206.50
4260 - Equipment Lease	9,450.00	491.24	491.24	491.24	5%	8,958.76
<b>Total 4300 · OPERATING REVENUE</b>	<b>310,634.00</b>	<b>51,196.15</b>	<b>22,564.83</b>	<b>22,564.83</b>	<b>7%</b>	<b>288,069.17</b>
<b>TOTAL INCOME</b>	<b>310,634.00</b>	<b>51,196.15</b>	<b>22,564.83</b>	<b>22,564.83</b>	<b>7%</b>	<b>288,069.17</b>
<b>6000 · OPERATING EXPENSES</b>						
6100 · Advertising	7,705.00	620.00	620.00	620.00	8%	7,085.00
6300 · Bank Charges	3,267.00	244.23	538.53	538.53	16%	2,728.47
6350 · Interest Expense	200.00	0.00	0.00	0.00	0%	200.00
6600 · Dues & Subscriptions	1,172.00	0.00	0.00	0.00	0%	1,172.00
7100 · Office Supplies	1,400.00	0.00	20.64	20.64	1%	1,379.36
7105 - Production Expenses	100.00	0.00	0.00	0.00	0%	100.00
7200 · Postage/Freight	600.00	211.50	70.35	70.35	12%	529.65
7205 · Printing	100.00	0.00	0.00	0.00	0%	100.00
7401 · Facility Supplies	3,824.00	422.56	522.52	522.52	14%	3,301.48
7640 · Licenses/Fees/Misc. Taxes	100.00	25.00	27.84	27.84	28%	72.16
7700 · Telephone/Telecommunications/Internet	4,073.00	559.89	238.00	238.00	6%	3,835.00
<b>Total 6000 - Operating Expenses</b>	<b>22,541.00</b>	<b>2,083.18</b>	<b>2,037.88</b>	<b>2,037.88</b>	<b>9%</b>	<b>20,503.12</b>
<b>6800 · Contracted Services</b>						
6900 · Contract Services-Audit Services	1,500.00	0.00	0.00	0.00	0%	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	958.98	0.00	0.00	0.00	0%	958.98
7110 · Contract Services-Legal	3,500.00	0.00	0.00	0.00	0%	3,500.00
7910 - Contract Services-Equipment Technicians	1,000.00	0.00	0.00	0.00	0%	1,000.00
7920 · Contract Services-Captioning	9,228.00	1,345.34	404.16	404.16	4%	8,823.84
<b>Total 6800 · Contracted Services</b>	<b>16,186.98</b>	<b>1,345.34</b>	<b>404.16</b>	<b>404.16</b>	<b>2%</b>	<b>15,782.82</b>

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

	Approved Budget 2024-25	June 2024	July 2024	June Year to Date	% of Annual Budget	Amount Remaining
<b>7000 · Staff Development &amp; Fundraising</b>						
7405 · Training/conferences	1,000.00	0.00	0.00	0.00	0%	1,000.00
7800 · Travel/Meals	500.00	63.60	92.40	92.40	18%	407.60
8600 · Special Events Expense	500.00	9.48	0.00	0.00	0%	500.00
<b>Total 7000 · Staff Development &amp; Fundraising</b>	<b>2,000.00</b>	<b>73.08</b>	<b>92.40</b>	<b>92.40</b>	<b>5%</b>	<b>1,907.60</b>
<b>7500 · Operating Salaries &amp; Benefits</b>						
7525 · Salaries - Executive Director	94,524.00	4,303.79	7,573.94	7,573.94	8%	86,950.06
7530 · Salaries - Coworking Community Coordinator	30,716.00	2,158.94	2,703.38	2,703.38	9%	28,012.62
7535 · Salaries - Accountant	11,473.00	863.80	367.64	367.64	3%	11,105.36
7542 · Salaries - Media Services Coordinator	56,247.00	4,089.40	4,578.46	4,578.46	8%	51,668.54
7585 · Salaries - Government Technicians	20,800.00	2,296.94	797.10	797.10	4%	20,002.90
7589 · Salaries - Extra Help Trainers, Technicians	583.02	0.00	0.00	0.00	0%	583.02
7621 · Payroll Taxes	26,676.00	1,759.43	1,551.77	1,551.77	6%	25,124.23
7635 · Workers Comp	2,304.00	370.71	170.75	170.75	7%	2,133.25
7630 · Health/Dental/Vision	21,583.00	1,989.52	1,947.27	1,947.27	9%	19,635.73
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>269,906.02</b>	<b>17,832.53</b>	<b>19,690.31</b>	<b>19,690.31</b>	<b>7%</b>	<b>250,215.71</b>
<b>TOTAL EXPENSES</b>	<b>310,634.00</b>	<b>21,334.13</b>	<b>22,224.75</b>	<b>22,224.75</b>	<b>7%</b>	<b>288,409.25</b>
<b>NET INCOME/LOSS</b>	<b>0.00</b>	<b>29,862.02</b>	<b>340.08</b>	<b>340.08</b>	<b>1.5%</b>	

# Community Television of Santa Cruz County

## Balance Sheet

As of July 31, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1021 Petty Cash Fund	216.80
1070 Bank of America	10,000.00
1075 Checking - Santa Cruz County Bank	227,586.72
1080 Savings - Santa Cruz County Bank	143,496.01
1081 CDAR 1025929272	0.00
1082 CDAR 1025929809	0.00
1083 ICS Santa Cruz County Bank	259,603.02
1084 CDAR 1026064054	0.00
1085 CDAR 1026064062	0.00
1086 Schwab	1,254,028.72
PayPal Bank	183.91
<b>Total Bank Accounts</b>	<b>\$1,895,115.18</b>
Accounts Receivable	
1114 Temp A/R	0.00
1115 Accounts Receivable	17,555.81
1116 Grants Receivable	0.00
<b>Total Accounts Receivable</b>	<b>\$17,555.81</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	275.00
1203 Crime Coverage	0.00
1206 Workers Comp Deposit	409.25
1209 Liability / D&O (SLIP)	0.00
1210 Property Liability (SPIP)	12,297.69
<b>Total 1200 Prepaid Insurance</b>	<b>12,981.94</b>
1260 Prepaid Expenses	25,550.46
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>\$43,463.40</b>
<b>Total Current Assets</b>	<b>\$1,956,134.39</b>



# Community Television of Santa Cruz County

## Balance Sheet As of July 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>\$2,281,393.19</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts Payable	8,375.40
<b>Total Accounts Payable</b>	<b>\$8,375.40</b>
Credit Cards	
2120 American Express	-3,344.08
<b>Total Credit Cards</b>	<b>\$ -3,344.08</b>
Other Current Liabilities	
2110 Sales Tax Payable	0.07
2111 Sales Tax (Manual entry)	0.00
2140 Accrued Vacation	10,721.87
2150 PPP Loan	0.00
24000 Payroll Liabilities	1,034.98
CA PIT / SDI	-13.86
CA SUI / ETT	-867.40
Federal Taxes (941/944)	-190.38
<b>Total 24000 Payroll Liabilities</b>	<b>-36.66</b>
Board of Equalization Payable	0.00
Direct Deposit Payable	0.00
<b>Total Other Current Liabilities</b>	<b>\$10,685.28</b>
<b>Total Current Liabilities</b>	<b>\$15,716.60</b>

# Community Television of Santa Cruz County

## Balance Sheet As of July 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>\$15,716.60</b>
Equity	
3000 Opening Bal Equity	0.00
3015 Net Assets-Temp Restricted	0.00
3900 Retained Earnings	641,113.61
3905 Retained Earnings - Capital Reserves	1,662,390.38
Net Income	-37,827.40
<b>Total Equity</b>	<b>\$2,265,676.59</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$2,281,393.19</b>

EQUITY:	
Capital Reserves	\$1,283,571.67
Capital Reserves - Youth Grant	\$ 340,651.21
Operating Reserves	\$ 270,892.30
Other Assets	\$ 370,561.41
TOTAL	\$2,265,676.59

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

	Approved Budget 2024-25	August 2024	September 2024	September Year to Date	% of Annual Budget	Amount Remaining
<b>4000 · CAPITAL REVENUE</b>						
4100 · County PEG Fees	500,000.00	0.00	125,000.00	125,000.00	25%	375,000.00
4105 · County PEG Fees - Youth Grant	100,000.00	0.00	25,000.00	25,000.00	25%	75,000.00
<b>TOTAL INCOME</b>	<b>600,000.00</b>	<b>0.00</b>	<b>150,000.00</b>	<b>150,000.00</b>	<b>25%</b>	<b>450,000.00</b>
<b>5000 · CAPITAL EXPENDITURES</b>						
<b>5100 · Facility</b>						
7400 · Facility Lease	337,818.00	31,521.38	28,692.20	88,555.78	26%	249,262.22
6701 · Facility / Equip. Insurance	16,615.00	1,142.97	1,142.97	3,428.91	21%	13,186.09
7058 · Leasehold Improvements / Capital	10,000.00	0.00	0.00	4,216.43	42%	5,783.57
7300 · Facilities & Equipment Rental	1,000.00	0.00	0.00	0.00	0%	1,000.00
<b>Total 5100 · Facility</b>	<b>365,433.00</b>	<b>32,664.35</b>	<b>29,835.17</b>	<b>96,201.12</b>	<b>26%</b>	<b>269,231.88</b>
<b>5200 · Equipment</b>						
7215 · Copy Machine Lease	3,936.00	0.00	304.40	809.09	21%	3,126.91
7051 · Equipment Repair	1,000.00	0.00	0.00	0.00	0%	1,000.00
7056 · Equipment - Depreciated	34,564.00	0.00	0.00	0.00	0%	34,564.00
7057 · Equipment - Non Depreciated	9,533.00	19.89	217.85	1,703.16	18%	7,829.84
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	15,000.00	1,622.40	1,103.84	3,752.58	25%	11,247.42
7640 · Licenses / Fees / Misc. Taxes	0.00	0.00	0.00	14,286.94	0%	(14,286.94)
7700 · Telephone / Telecommunications / Internet	24,000.00	0.00	1,963.36	3,926.72	16%	20,073.28
<b>Total 5200 · Equipment</b>	<b>188,033.00</b>	<b>1,642.29</b>	<b>3,589.45</b>	<b>24,478.49</b>	<b>13%</b>	<b>163,554.51</b>
<b>Capital Maintenance &amp; Repair</b>						
7063 · Building Maintenance	7063.00	675.85	557.54	1,854.01	26%	5,208.99
7064 · Equipment Maintenance	13202.00	1144.62	1144.62	3,433.86	26%	9,768.14
7065 · Equipment Repair	25609.00	1985.39	2168.30	6,177.16	24%	19,431.84
<b>Total Capital Maintenance &amp; Repair</b>	<b>45874.00</b>	<b>3805.86</b>	<b>3870.46</b>	<b>11,465.03</b>	<b>25%</b>	<b>34,408.97</b>
<b>5300 · Media Licensing</b>						
7059 · Music Library	660.00	55.00	55.00	165.00	25%	495.00
<b>Total 5300 · Media Licensing</b>	<b>660.00</b>	<b>55.00</b>	<b>55.00</b>	<b>165.00</b>	<b>25%</b>	<b>495.00</b>
<b>Total 5000 · CAPITAL EXPENDITURES</b>	<b>600,000.00</b>	<b>38,167.50</b>	<b>37,350.08</b>	<b>132,309.64</b>	<b>22%</b>	<b>467,690.36</b>
	<b>0.00</b>	<b>(38,167.50)</b>	<b>112,649.92</b>	<b>17,690.36</b>		

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

	Approved Budget 2024-25	August 2024	September 2024	September Year to Date	% of Annual Budget	Amount Remaining
<b>4300 · OPERATING REVENUE</b>						
4101 · County BOS Meetings	14,093.00	0.00	2,090.00	4,528.75	32%	9,564.25
4103 · City of Capitola Gov. Meetings	10,750.00	1,220.00	1,128.50	3,648.00	34%	7,102.00
4104 · SCMTD Meetings	3,432.00	0.00	244.00	583.00	17%	2,849.00
4106 · City of Santa Cruz Gov. Mtg.	24,644.00	320.00	1,560.00	4,863.75	20%	19,780.25
4108 · SCCRTC Meetings	3,917.00	0.00	335.50	1,123.25	29%	2,793.75
4109 · SCWD Meetings	7,822.00	312.00	468.00	1,404.00	18%	6,418.00
4120 · Facility & Equipment Use	130,230.00	7,773.63	10,154.62	26,296.77	20%	103,933.23
4121 · SLVWD Meetings	9,226.00	818.00	1,636.00	3,831.75	42%	5,394.25
4122 · PVUSD	14,084.00	635.00	696.00	2,260.00	16%	11,824.00
4130 · Classes	0.00	0.00	0.00	0.00	0%	0.00
4165 · Donations	675.00	0.00	0.00	0.00	0%	675.00
4180 · Interest Earned	12,917.00	910.55	867.77	2,777.28	0%	10,139.72
4185 · Misc. Income	45,000.00	1,769.38	0.00	508.49	1%	44,491.51
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	3,000.00	0.00	0.00	0.00	0%	3,000.00
4250 - Closed Captioning	21,394.00	0.00	2,137.50	5,325.00	25%	16,069.00
4260 - Equipment Lease	9,450.00	491.24	491.24	1,473.72	16%	7,976.28
<b>Total 4300 · OPERATING REVENUE</b>	<b>310,634.00</b>	<b>14,249.80</b>	<b>21,809.13</b>	<b>58,623.76</b>	<b>19%</b>	<b>252,010.24</b>
<b>TOTAL INCOME</b>	<b>310,634.00</b>	<b>14,249.80</b>	<b>21,809.13</b>	<b>58,623.76</b>	<b>19%</b>	<b>252,010.24</b>
<b>6000 · OPERATING EXPENSES</b>						
6100 · Advertising	7,705.00	20.00	20.00	660.00	9%	7,045.00
6300 · Bank Charges	3,267.00	204.27	193.10	935.90	29%	2,331.10
6350 · Interest Expense	200.00	0.00	0.00	0.00	0%	200.00
6600 · Dues & Subscriptions	1,172.00	0.00	465.00	465.00	40%	707.00
7100 · Office Supplies	1,400.00	19.20	459.27	499.11	36%	900.89
7105 - Production Expenses	100.00	0.00	0.00	0.00	0%	100.00
7200 · Postage/Freight	600.00	19.70	29.55	119.60	20%	480.40
7205 · Printing	100.00	0.00	0.00	0.00	0%	100.00
7401 · Facility Supplies	3,824.00	291.51	664.55	1,478.58	39%	2,345.42
7640 · Licenses/Fees/Misc. Taxes	100.00	0.00	0.00	27.84	28%	72.16
7700 · Telephone/Telecommunications/Internet	4,073.00	396.65	396.65	1,031.30	25%	3,041.70
<b>Total 6000 - Operating Expenses</b>	<b>22,541.00</b>	<b>951.33</b>	<b>2,228.12</b>	<b>5,217.33</b>	<b>23%</b>	<b>17,323.67</b>
<b>6800 · Contracted Services</b>						
6900 · Contract Services-Audit Services	1,500.00	0.00	0.00	0.00	0%	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	958.98	0.00	0.00	0.00	0%	958.98
7110 · Contract Services-Legal	3,500.00	0.00	725.00	725.00	21%	2,775.00
7910 - Contract Services-Equipment Technicians	1,000.00	0.00	0.00	0.00	0%	1,000.00
7920 · Contract Services-Captioning	9,228.00	705.55	834.03	1,943.74	21%	7,284.26
<b>Total 6800 · Contracted Services</b>	<b>16,186.98</b>	<b>705.55</b>	<b>1,559.03</b>	<b>2,668.74</b>	<b>16%</b>	<b>13,518.24</b>

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

	Approved Budget 2024-25	August 2024	September 2024	September Year to Date	% of Annual Budget	Amount Remaining
<b>7000 · Staff Development &amp; Fundraising</b>						
7405 · Training/conferences	1,000.00	0.00	0.00	0.00	0%	1,000.00
7800 · Travel/Meals	500.00	0.00	0.00	92.40	18%	407.60
8600 · Special Events Expense	500.00	0.00	0.00	0.00	0%	500.00
<b>Total 7000 · Staff Development &amp; Fundraising</b>	<b>2,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>92.40</b>	<b>5%</b>	<b>1,907.60</b>
<b>7500 · Operating Salaries &amp; Benefits</b>						
7525 · Salaries - Executive Director	94,524.00	7,573.94	7,573.94	22,721.82	24%	71,802.18
7530 · Salaries - Coworking Community Coordinator	30,716.00	2,482.46	2,230.14	7,415.98	24%	23,300.02
7535 · Salaries - Accountant	11,473.00	519.96	1,099.28	1,986.88	17%	9,486.12
7542 · Salaries - Media Services Coordinator	56,247.00	4,578.46	4,578.46	13,735.38	24%	42,511.62
7585 · Salaries - Government Technicians	20,800.00	1,404.78	1,901.48	4,103.36	20%	16,696.64
7589 · Salaries - Extra Help Trainers, Technicians	583.02	0.00	0.00	0.00	0%	583.02
7621 · Payroll Taxes	26,676.00	1,618.36	1,709.59	4,879.80	18%	21,796.20
7635 · Workers Comp	2,304.00	264.75	170.75	606.25	26%	1,697.75
7630 · Health/Dental/Vision	21,583.00	1,791.17	1,772.57	5,511.01	26%	16,071.99
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>269,906.02</b>	<b>20,233.88</b>	<b>21,036.21</b>	<b>60,960.48</b>	<b>23%</b>	<b>208,945.54</b>
<b>TOTAL EXPENSES</b>	<b>310,634.00</b>	<b>21,890.76</b>	<b>24,823.36</b>	<b>68,938.95</b>	<b>22%</b>	<b>241,695.05</b>
<b>NET INCOME/LOSS</b>	<b>0.00</b>	<b>(7,640.96)</b>	<b>(3,014.23)</b>	<b>(10,315.19)</b>	<b>-17.6%</b>	

# Community Television of Santa Cruz County

## Balance Sheet

As of September 30, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1021 Petty Cash Fund	131.60
1070 Bank of America	113,403.54
1075 Checking - Santa Cruz County Bank	155,221.22
1080 Savings - Santa Cruz County Bank	143,507.97
1081 CDAR 1025929272	0.00
1082 CDAR 1025929809	0.00
1083 ICS Santa Cruz County Bank	261,344.15
1084 CDAR 1026064054	0.00
1085 CDAR 1026064062	0.00
1086 Schwab	1,255,807.13
PayPal Bank	183.91
<b>Total Bank Accounts</b>	<b>\$1,929,599.52</b>
Accounts Receivable	
1114 Temp A/R	0.00
1115 Accounts Receivable	28,205.63
1116 Grants Receivable	0.00
<b>Total Accounts Receivable</b>	<b>\$28,205.63</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	225.00
1203 Crime Coverage	0.00
1206 Workers Comp Deposit	565.75
1209 Liability / D&O (SLIP)	0.00
1210 Property Liability (SPIP)	10,702.35
<b>Total 1200 Prepaid Insurance</b>	<b>11,493.10</b>
1260 Prepaid Expenses	25,440.46
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>\$41,864.56</b>
<b>Total Current Assets</b>	<b>\$1,999,669.71</b>

# Community Television of Santa Cruz County

## Balance Sheet

As of September 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>\$2,324,928.51</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts Payable	7,396.54
<b>Total Accounts Payable</b>	<b>\$7,396.54</b>
Credit Cards	
2120 American Express	-4,164.69
<b>Total Credit Cards</b>	<b>\$ -4,164.69</b>
Other Current Liabilities	
2110 Sales Tax Payable	0.07
2111 Sales Tax (Manual entry)	0.00
2140 Accrued Vacation	10,721.87
2150 PPP Loan	0.00
24000 Payroll Liabilities	1,034.98
CA PIT / SDI	-13.86
CA SUI / ETT	-735.18
Federal Taxes (941/944)	-190.38
<b>Total 24000 Payroll Liabilities</b>	<b>95.56</b>
Board of Equalization Payable	0.00
Direct Deposit Payable	0.00
<b>Total Other Current Liabilities</b>	<b>\$10,817.50</b>
<b>Total Current Liabilities</b>	<b>\$14,049.35</b>

# Community Television of Santa Cruz County

## Balance Sheet

As of September 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>\$14,049.35</b>
Equity	
3000 Opening Bal Equity	0.00
3015 Net Assets-Temp Restricted	0.00
3900 Retained Earnings	641,113.61
3905 Retained Earnings - Capital Reserves	1,662,390.38
Net Income	7,375.17
<b>Total Equity</b>	<b>\$2,310,879.16</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$2,324,928.51</b>