



325 Soquel Avenue
Santa Cruz, CA 95062

BOARD OF DIRECTORS
Regular Meeting
January 27, 2025
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, 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 November 25, 2024*

6. Accept November and December 2024 financial reports as recommended by the Finance Committee*

REGULAR AGENDA

7. Executive Director's report*

8. Volunteer Advisory Committee Report
9. Board member / staff requests for specific items to appear on next meeting agenda
10. Announcements
11. 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

January 27, 2025
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, Tom Manheim, 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.

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

	Approved Budget 2024-25	October 2024	November 2024	November Year to Date	% of Annual Budget	Amount Remaining
4300 · OPERATING REVENUE						
4101 · County BOS Meetings	14,093.00	2,290.00	2,450.00	9,243.75	66%	4,849.25
4103 · City of Capitola Gov. Meetings	10,750.00	1,525.00	2,154.50	7,327.50	68%	3,422.50
4104 · SCMTD Meetings	3,432.00	305.00	513.00	1,401.00	41%	2,031.00
4106 · City of Santa Cruz Gov. Mtg.	24,644.00	2,040.00	2,120.00	9,023.75	37%	15,620.25
4108 · SCCRTC Meetings	3,917.00	1,001.00	427.00	2,551.25	65%	1,365.75
4109 · SCWD Meetings	7,822.00	429.00	585.00	2,418.00	31%	5,404.00
4120 · Facility & Equipment Use	130,230.00	8,583.53	10,138.75	45,019.05	35%	85,210.95
4121 · SLVWD Meetings	9,226.00	1,062.00	1,153.50	6,047.25	66%	3,178.75
4122 · PVUSD	14,084.00	2,095.00	3,848.00	8,203.00	58%	5,881.00
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	990.85	868.93	4,637.06	0%	8,279.94
4185 · Misc. Income	45,000.00	72.00	17,710.31	18,290.80	41%	26,709.20
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	2,400.00	2,662.50	10,387.50	49%	11,006.50
4260 - Equipment Lease	9,450.00	491.24	491.24	2,456.20	26%	6,993.80
Total 4300 · OPERATING REVENUE	310,634.00	23,284.62	45,122.73	127,006.11	41%	183,627.89
TOTAL INCOME	310,634.00	23,284.62	45,122.73	127,006.11	41%	183,627.89
6000 · OPERATING EXPENSES						
6100 · Advertising	7,705.00	20.00	210.76	890.76	12%	6,814.24
6300 · Bank Charges	3,267.00	259.86	228.20	1,423.96	44%	1,843.04
6350 · Interest Expense	200.00	0.00	0.00	0.00	0%	200.00
6600 · Dues & Subscriptions	1,172.00	0.00	0.00	465.00	40%	707.00
7100 · Office Supplies	1,400.00	0.00	0.00	499.11	36%	900.89
7105 - Production Expenses	100.00	0.00	0.00	0.00	0%	100.00
7200 · Postage/Freight	600.00	49.85	41.80	211.25	35%	388.75
7205 · Printing	100.00	0.00	0.00	0.00	0%	100.00
7401 · Facility Supplies	3,824.00	231.47	522.02	2,232.07	58%	1,591.93
7640 · Licenses/Fees/Misc. Taxes	100.00	0.00	0.00	27.84	28%	72.16
7700 · Telephone/Telecommunications/Internet	4,073.00	238.00	158.65	1,586.60	39%	2,486.40
Total 6000 - Operating Expenses	22,541.00	799.18	1,161.43	7,336.59	33%	15,204.41
6800 · Contracted Services						
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	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	761.40	943.57	3,648.71	40%	5,579.29
Total 6800 · Contracted Services	16,186.98	761.40	943.57	4,373.71	27%	11,813.27

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

	Approved Budget 2024-25	October 2024	November 2024	November Year to Date	% of Annual Budget	Amount Remaining
7000 · Staff Development & Fundraising						
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	141.71	0.00	141.71	28%	358.29
Total 7000 · Staff Development & Fundraising	2,000.00	141.71	0.00	234.11	12%	1,765.89
7500 · Operating Salaries & Benefits						
7525 · Salaries - Executive Director	94,524.00	7,573.94	7,573.94	37,869.70	40%	56,654.30
7530 · Salaries - Coworking Community Coordinator	30,716.00	4,437.90	2,638.78	14,492.66	47%	16,223.34
7535 · Salaries - Accountant	11,473.00	754.82	824.03	3,565.73	31%	7,907.27
7542 · Salaries - Media Services Coordinator	56,247.00	5,128.06	4,761.66	23,625.10	42%	32,621.90
7585 · Salaries - Government Technicians	20,800.00	2,780.10	1,488.31	8,371.77	40%	12,428.23
7589 · Salaries - Extra Help Trainers, Technicians	583.02	0.00	1,022.45	1,022.45	175%	(439.43)
7621 · Payroll Taxes	26,676.00	2,002.45	1,760.02	8,642.19	32%	18,033.81
7635 · Workers Comp	2,304.00	170.75	170.75	947.75	41%	1,356.25
7630 · Health/Dental/Vision	21,583.00	1,809.77	1,772.57	9,093.35	42%	12,489.65
7632 · Severance/Vacation Payouts	5,000.00	0.00	0.00	0.00	0%	5,000.00
Total 7500 · Operating Salaries & Benefits	269,906.02	24,657.79	22,012.51	107,630.70	40%	162,275.32
TOTAL EXPENSES	310,634.00	26,360.08	24,117.51	119,575.11	38%	191,058.89
NET INCOME/LOSS	0.00	(3,075.46)	21,005.22	7,431.00	5.9%	

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

	Approved Budget 2024-25	October 2024	November 2024	November Year to Date	% of Annual Budget	Amount Remaining
4000 · CAPITAL REVENUE						
4100 · County PEG Fees	500,000.00	0.00	0.00	125,000.00	25%	375,000.00
4105 · County PEG Fees - Youth Grant	100,000.00	0.00	0.00	25,000.00	25%	75,000.00
TOTAL INCOME	600,000.00	0.00	0.00	150,000.00	25%	450,000.00
5000 · CAPITAL EXPENDITURES						
5100 · Facility						
7400 · Facility Lease	337,818.00	28,867.20	27,742.20	145,165.18	43%	192,652.82
6701 · Facility / Equip. Insurance	16,615.00	1,142.97	1,344.42	5,916.30	36%	10,698.70
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
Total 5100 · Facility	365,433.00	30,010.17	29,086.62	155,297.91	42%	210,135.09
5200 · Equipment						
7215 · Copy Machine Lease	3,936.00	304.40	310.04	1,423.53	36%	2,512.47
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	138.17	548.75	2,390.08	25%	7,142.92
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	1,103.84	1,112.20	5,968.62	40%	9,031.38
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	1,968.85	1,968.85	7,864.42	33%	16,135.58
Total 5200 · Equipment	188,033.00	3,515.26	3,939.84	31,933.59	17%	156,099.41
Capital Maintenance & Repair						
7063 · Building Maintenance	7063.00	1109.48	659.69	3,623.18	51%	3,439.82
7064 · Equipment Maintenance	13202.00	1282.02	1190.42	5,906.30	45%	7,295.70
7065 · Equipment Repair	25609.00	2082.19	2099.49	10,358.84	40%	15,250.16
Total Capital Maintenance & Repair	45874.00	4473.69	3949.60	19,888.32	43%	25,985.68
5300 · Media Licensing						
7059 · Music Library	660.00	55.00	55.00	275.00	42%	385.00
Total 5300 · Media Licensing	660.00	55.00	55.00	275.00	42%	385.00
Total 5000 · CAPITAL EXPENDITURES	600,000.00	38,054.12	37,031.06	207,394.82	35%	392,605.18
	0.00	(38,054.12)	(37,031.06)	(57,394.82)		

Community Television of Santa Cruz County

Balance Sheet

As of November 30, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1021 Petty Cash Fund	261.73
1070 Bank of America	120,723.97
1075 Checking - Santa Cruz County Bank	62,360.94
1080 Savings - Santa Cruz County Bank	143,519.93
1081 CDAR 1025929272	0.00
1082 CDAR 1025929809	0.00
1083 ICS Santa Cruz County Bank	263,086.15
1084 CDAR 1026064054	0.00
1085 CDAR 1026064062	0.00
1086 Schwab	1,273,604.76
PayPal Bank	183.91
Total Bank Accounts	\$1,863,741.39
Accounts Receivable	
1114 Temp A/R	0.00
1115 Accounts Receivable	40,200.36
1116 Grants Receivable	0.00
Total Accounts Receivable	\$40,200.36
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	175.00
1203 Crime Coverage	0.00
1206 Workers Comp Deposit	224.25
1209 Liability / D&O (SLIP)	0.00
1210 Property Liability (SPIP)	8,905.56
Total 1200 Prepaid Insurance	9,304.81
1260 Prepaid Expenses	25,330.46
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	\$39,566.27
Total Current Assets	\$1,943,508.02

Community Television of Santa Cruz County

Balance Sheet

As of November 30, 2024

	TOTAL
Fixed Assets	
1600 Production Equipment	1,422,032.27
1700 Accum Depr-Production Equipment	-1,178,708.87
Total 1600 Production Equipment	243,323.40
1602 Board of Supervisors Equipment	0.00
1620 Office Furniture/Equipment	125,536.41
1720 Accum Depr-Furniture/Equipment	-121,422.59
Total 1620 Office Furniture/Equipment	4,113.82
1625 Leasehold Improvement	218,014.36
1725 Accum Depr-Leasehold Improv.	-169,126.67
Total 1625 Leasehold Improvement	48,887.69
1670 Broadcasting Equipment	28,933.89
Total Fixed Assets	\$325,258.80
TOTAL ASSETS	\$2,268,766.82
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts Payable	8,504.35
Total Accounts Payable	\$8,504.35
Credit Cards	
2120 American Express	-4,037.91
Total Credit Cards	\$ -4,037.91
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	-792.39
Federal Taxes (941/944)	-190.38
Total 24000 Payroll Liabilities	38.35
Board of Equalization Payable	0.00
Direct Deposit Payable	0.00
Total Other Current Liabilities	\$10,760.29
Total Current Liabilities	\$15,226.73

Community Television of Santa Cruz County

Balance Sheet

As of November 30, 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	\$15,226.73
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	-49,963.90
Total Equity	\$2,253,540.09
TOTAL LIABILITIES AND EQUITY	\$2,268,766.82

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

	Approved Budget 2024-25	November 2024	December 2024	December Year to Date	% of Annual Budget	Amount Remaining
4300 · OPERATING REVENUE						
4101 · County BOS Meetings	14,093.00	2,450.00	985.00	10,228.75	73%	3,864.25
4103 · City of Capitola Gov. Meetings	10,750.00	2,154.50	1,189.50	8,517.00	79%	2,233.00
4104 · SCMTD Meetings	3,432.00	513.00	0.00	1,401.00	41%	2,031.00
4106 · City of Santa Cruz Gov. Mtg.	24,644.00	2,120.00	1,520.00	10,543.75	43%	14,100.25
4108 · SCCRTC Meetings	3,917.00	427.00	427.00	2,978.25	76%	938.75
4109 · SCWD Meetings	7,822.00	585.00	429.00	2,847.00	36%	4,975.00
4120 · Facility & Equipment Use	130,230.00	10,138.75	9,495.39	54,514.44	42%	75,715.56
4121 · SLVWD Meetings	9,226.00	1,153.50	915.00	6,962.25	75%	2,263.75
4122 · PVUSD	14,084.00	3,848.00	2,130.75	10,333.75	73%	3,750.25
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	868.93	858.06	5,495.12	0%	7,421.88
4185 · Misc. Income	45,000.00	17,710.31	0.00	18,290.80	41%	26,709.20
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	2,662.50	1,500.00	11,887.50	56%	9,506.50
4260 · Equipment Lease	9,450.00	491.24	491.24	2,947.44	31%	6,502.56
Total 4300 · OPERATING REVENUE	310,634.00	45,122.73	19,940.94	146,947.05	47%	163,686.95
TOTAL INCOME	310,634.00	45,122.73	19,940.94	146,947.05	47%	163,686.95
6000 · OPERATING EXPENSES						
6100 · Advertising	7,705.00	210.76	25.00	915.76	12%	6,789.24
6300 · Bank Charges	3,267.00	228.20	281.29	1,705.25	52%	1,561.75
6350 · Interest Expense	200.00	0.00	0.00	0.00	0%	200.00
6600 · Dues & Subscriptions	1,172.00	0.00	100.00	565.00	48%	607.00
7100 · Office Supplies	1,400.00	0.00	0.00	499.11	36%	900.89
7105 · Production Expenses	100.00	0.00	0.00	0.00	0%	100.00
7200 · Postage/Freight	600.00	41.80	104.35	315.60	53%	284.40
7205 · Printing	100.00	0.00	0.00	0.00	0%	100.00
7401 · Facility Supplies	3,824.00	522.02	358.00	2,590.07	68%	1,233.93
7640 · Licenses/Fees/Misc. Taxes	100.00	0.00	0.00	27.84	28%	72.16
7700 · Telephone/Telecommunications/Internet	4,073.00	158.65	396.65	1,983.25	49%	2,089.75
Total 6000 - Operating Expenses	22,541.00	1,161.43	1,265.29	8,601.88	38%	13,939.12
6800 · Contracted Services						
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	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	943.57	970.36	4,619.07	50%	4,608.93
Total 6800 · Contracted Services	16,186.98	943.57	970.36	5,344.07	33%	10,842.91

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

	Approved Budget 2024-25	November 2024	December 2024	December Year to Date	% of Annual Budget	Amount Remaining
7000 · Staff Development & Fundraising						
7405 · Training/conferences	1,000.00	0.00	0.00	0.00	0%	1,000.00
7800 · Travel/Meals	500.00	0.00	18.36	110.76	22%	389.24
8600 · Special Events Expense	500.00	0.00	0.00	141.71	28%	358.29
Total 7000 · Staff Development & Fundraising	2,000.00	0.00	18.36	252.47	13%	1,747.53
7500 · Operating Salaries & Benefits						
7525 · Salaries - Executive Director	94,524.00	7,573.94	7,573.94	45,443.64	48%	49,080.36
7530 · Salaries - Coworking Community Coordinator	30,716.00	2,638.78	2,777.79	17,270.45	56%	13,445.55
7535 · Salaries - Accountant	11,473.00	824.03	668.68	4,234.41	37%	7,238.59
7542 · Salaries - Media Services Coordinator	56,247.00	4,761.66	4,761.66	28,386.76	50%	27,860.24
7585 · Salaries - Government Technicians	20,800.00	1,488.31	2,288.70	10,660.47	51%	10,139.53
7589 · Salaries - Extra Help Trainers, Technicians	583.02	1,022.45	184.71	1,207.16	207%	(624.14)
7621 · Payroll Taxes	26,676.00	1,760.02	1,729.93	10,372.12	39%	16,303.88
7635 · Workers Comp	2,304.00	170.75	170.75	1,118.50	49%	1,185.50
7630 · Health/Dental/Vision	21,583.00	1,772.57	1,801.47	10,894.82	50%	10,688.18
7632 · Severance/Vacation Payouts	5,000.00	0.00	0.00	0.00	0%	5,000.00
Total 7500 · Operating Salaries & Benefits	269,906.02	22,012.51	21,957.63	129,588.33	48%	140,317.69
TOTAL EXPENSES	310,634.00	24,117.51	24,211.64	143,786.75	46%	166,847.25
NET INCOME/LOSS	0.00	21,005.22	(4,270.70)	3,160.30	2.2%	

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

	Approved Budget 2024-25	November 2024	December 2024	December Year to Date	% of Annual Budget	Amount Remaining
4000 · CAPITAL REVENUE						
4100 · County PEG Fees	500,000.00	0.00	125,000.00	250,000.00	50%	250,000.00
4105 · County PEG Fees - Youth Grant	100,000.00	0.00	25,000.00	50,000.00	50%	50,000.00
TOTAL INCOME	600,000.00	0.00	150,000.00	300,000.00	50%	300,000.00
5000 · CAPITAL EXPENDITURES						
5100 · Facility						
7400 · Facility Lease	337,818.00	27,742.20	30,579.70	175,744.88	52%	162,073.12
6701 · Facility / Equip. Insurance	16,615.00	1,344.42	1,274.35	7,190.65	43%	9,424.35
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
Total 5100 · Facility	365,433.00	29,086.62	31,854.05	187,151.96	51%	178,281.04
5200 · Equipment						
7215 · Copy Machine Lease	3,936.00	310.04	310.04	1,733.57	44%	2,202.43
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	548.75	273.19	2,663.27	28%	6,869.73
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	1,112.20	1,134.70	7,103.32	47%	7,896.68
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	1,968.85	1,968.85	9,833.27	41%	14,166.73
Total 5200 · Equipment	188,033.00	3,939.84	3,686.78	35,620.37	19%	152,412.63
Capital Maintenance & Repair						
7063 · Building Maintenance	7063.00	659.69	694.45	4,317.63	61%	2,745.37
7064 · Equipment Maintenance	13202.00	1190.42	1190.42	7,096.72	54%	6,105.28
7065 · Equipment Repair	25609.00	2099.49	2060.65	12,419.49	48%	13,189.51
Total Capital Maintenance & Repair	45874.00	3949.60	3945.52	23,833.84	52%	22,040.16
5300 · Media Licensing						
7059 · Music Library	660.00	55.00	55.00	330.00	50%	330.00
Total 5300 · Media Licensing	660.00	55.00	55.00	330.00	50%	330.00
Total 5000 · CAPITAL EXPENDITURES	600,000.00	37,031.06	39,541.35	246,936.17	41%	353,063.83
	0.00	(37,031.06)	110,458.65	53,063.83		

Community Television of Santa Cruz County

Balance Sheet

As of December 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1021 Petty Cash Fund	206.49
1070 Bank of America	127,341.73
1075 Checking - Santa Cruz County Bank	171,163.75
1080 Savings - Santa Cruz County Bank	143,526.01
1081 CDAR 1025929272	0.00
1082 CDAR 1025929809	0.00
1083 ICS Santa Cruz County Bank	263,914.49
1084 CDAR 1026064054	0.00
1085 CDAR 1026064062	0.00
1086 Schwab	1,273,622.84
PayPal Bank	183.91
Total Bank Accounts	\$1,979,959.22
Accounts Receivable	
1114 Temp A/R	0.00
1115 Accounts Receivable	33,777.60
1116 Grants Receivable	0.00
Total Accounts Receivable	\$33,777.60
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	150.00
1203 Crime Coverage	0.00
1206 Workers Comp Deposit	549.50
1209 Liability / D&O (SLIP)	0.00
1210 Property Liability (SPIP)	7,976.51
Total 1200 Prepaid Insurance	8,676.01
1260 Prepaid Expenses	25,417.97
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	\$39,024.98
Total Current Assets	\$2,052,761.80

Community Television of Santa Cruz County

Balance Sheet

As of December 31, 2024

	TOTAL
Fixed Assets	
1600 Production Equipment	1,422,032.27
1700 Accum Depr-Production Equipment	-1,178,708.87
Total 1600 Production Equipment	243,323.40
1602 Board of Supervisors Equipment	0.00
1620 Office Furniture/Equipment	125,536.41
1720 Accum Depr-Furniture/Equipment	-121,422.59
Total 1620 Office Furniture/Equipment	4,113.82
1625 Leasehold Improvement	218,014.36
1725 Accum Depr-Leasehold Improv.	-169,126.67
Total 1625 Leasehold Improvement	48,887.69
1670 Broadcasting Equipment	28,933.89
Total Fixed Assets	\$325,258.80
TOTAL ASSETS	\$2,378,020.60
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts Payable	7,977.08
Total Accounts Payable	\$7,977.08
Credit Cards	
2120 American Express	-3,976.13
Total Credit Cards	\$ -3,976.13
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	586.49
CA SUI / ETT	-725.67
Federal Taxes (941/944)	2,673.87
Total 24000 Payroll Liabilities	3,569.67
Board of Equalization Payable	0.00
Direct Deposit Payable	0.00
Total Other Current Liabilities	\$14,291.61
Total Current Liabilities	\$18,292.56

Community Television of Santa Cruz County

Balance Sheet

As of December 31, 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	\$18,292.56
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	56,224.05
Total Equity	\$2,359,728.04
TOTAL LIABILITIES AND EQUITY	\$2,378,020.60

1/27/25

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

1. Administration

Revenue

- In November the coworking center earned \$10,176. Overall CTV had a net income of 5.9%
- In December the coworking center earned \$9,317. Overall CTV had a net income of 2.2%
- We are showing a net positive on our bottom line but our revenue is actually lower than we projected. We are compensating for that by managing expenses.

Paid Services

- *Government Meeting Services*
 - CTV covered 14 government meetings in November.
 - CTV covered 16 government meetings in December.

Staff

Holidays

- CTV Hosted a Thanksgiving luncheon for staff in October
- CTV Hosted a Holiday luncheon for staff in December

2. Media Partnerships

- Santa Cruz Voice
 - They will be teaching a podcasting class for our members and others in January.
- *Santa Cruz Vibes Magazine*
 - Our second full-page advertisement in Santa Cruz Vibes is in the Winter edition.
 - Our coworking space is also highlighted in their social media and newsletter budget

3. Facilities & Equipment

- Equipment Review
 - We are reviewing all the equipment to create a complete and accurate inventory.
 - Additionally, we conducted a survey of our video equipment to determine the most- and least-used items.
 - The most-used items will remain in our inventory.

- o We have many valuable items that are not used. We will be selling those items later this year.

Budget outlook for 2025

We are on budget right now, but we recognize the coworking is under performing. So, we want to share additional revenue we expect during our final two quarters.

Happily, at current interest rates our investment account will make \$54,000. Which is \$9,000 more than we projected in our budget.

We will be moving new funds into our investment account next month that will bring us an additional \$4,500 this year.

We will be selling quite a bit of video equipment which will bring us significant revenue.