



325 Soquel Avenue
Santa Cruz, CA 95062

BOARD OF DIRECTORS
Regular Meeting
November 24, 2025
5:30 p.m.
Hybrid In-Person/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/83279498065>

A G E N D A

1. Roll Call

Guy Lasnier (Chair), Maitreya Maziarz, Keith Gudger, Joe Hall, Nick Ibara, Tom Manheim, Janis O'Driscoll, Mathilde Rand

[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 October 27, 2025*

6. Accept October 2025 financial reports as recommended by the Finance Committee*

REGULAR AGENDA

7. Approve July 2025 financial reports*

8. Executive Director's report

9. Elections of board members and officers
10. Appointments to committees
11. Approval of 2025 board calendar *
12. First reading of draft strategic plan
13. Board member / staff requests for specific items to appear on next meeting agenda
14. Announcements
15. 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

**November 24, 2025
5:30 p.m.**

A G E N D A

1. Roll Call

Guy Lasnier (Chair), Maitreya Maziarz, Keith Gudger, Joe Hall, Nick Ibarra, Janis O'Driscoll, Mathilde Rand, Tom Manheim

[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
October 27, 2025
5:30 P.M.

MINUTES

1. Roll Call at 5:30 PM
Present: Keith Gudger, Maitreya Maziarz, Joe Hall, Mathilde Rand, Tom Manheim, Janis O'Driscoll
By Zoom: Guy Lasnier, Nick Ibarra
[quorum is five]
Absent: None
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 the consent and regular agendas.
None.

CONSENT AGENDA

4. Approve meeting agenda
5. Approve Board meeting minutes of September 22, 2025
6. Approve Board special meeting minutes of September 29, 2025
M/S Rand / Manheim, approved unanimously.

REGULAR AGENDA

7. Approve August and September 2025 financial reports.

Director Rand asked about the July numbers needing approval. Director Hall explained how the July numbers were delayed and that we will need to vote on July's numbers at the November meeting. Director Manheim mentioned that the Satellite revenue is above projections.

M/S Manheim / Hall, motion passed unanimously.

8. Executive Directors Report

E.D. Reed discussed her written report. She mentioned that CTV only covered 12 government meetings instead of the 17 in her report. Director Manheim asked about the frequent roof leaks. He wanted to know if the HVAC installers compromised the roof. Director Hall mentioned that flat roofs last about 20 years. Director Ibarra asked about engagement with the Community Foundation. He suggested Becca connect with them to get nonprofit contacts. Chair Lasnier stated he had a contact at the Community Foundation and would speak with them.

9. Closed session: Discussion of Contracts and Pending Litigation per § 54956.9(b)(1)

Adjourned to closed session at 5:53 PM

Returned to open session at 6:21 PM

Chair Lasnier stated that there was no action taken.

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

Director Rand requested that the board approve the July numbers in November.

11. Announcements

Director Rand announced that she would not be returning to the board. Chair Lasnier announced that the strategic plan would be presented in November.

12. Adjournment

Director Rand moved adjournment. Adjourned at 6:25 PM.

Community Television of Santa Cruz County
Operating Profit Loss Budget Performance
October
2025

	Approved Budget 2025-26	September 2025	October 2025	October Year to Date	% of Annual Budget	Amount Remaining
4300 · OPERATING REVENUE						
4101 · County BOS Meetings	23,143.00	2,568.50	2,669.25	11,148.00	48%	11,995.00
4103 · City of Capitola Gov. Meetings	17,159.25	1,466.00	2,080.50	6,022.50	35%	11,136.75
4104 · SCMTD Meetings	3,511.50	393.00	360.25	1,180.25	34%	2,331.25
4106 · City of Santa Cruz Gov. Mtg.	20,255.62	2,160.00	1,920.00	7,600.00	38%	12,655.62
4108 · SCCRTC Meetings	5,419.87	458.50	811.00	1,269.50	23%	4,150.37
4109 · SCWD Meetings	6,259.50	468.00	390.00	2,106.00	34%	4,153.50
4120 · Facility & Equipment Use	112,688.13	11,869.67	9,732.13	41,470.80	37%	71,217.33
4121 · SLVWD Meetings	13,309.12	0.00	0.00	1,919.50	14%	11,389.62
4122 · PVUSD	20,668.00	680.00	1,073.00	5,122.25	25%	15,545.75
4130 · Classes	0.00	0.00	0.00	0.00	0%	0.00
4165 · Donations	0.00	0.00	0.00	0.00	0%	0.00
4180 · Interest Earned	10,549.02	804.86	735.72	3,146.38	30%	7,402.64
4185 · Misc. Income	50,241.48	3,422.79	78.00	3,684.00	7%	46,557.48
4190 · Gain/Loss on Sale of Assets	0.00	328.13	916.21	1,452.48	0%	(1,452.48)
4196 · Unrealized Gain/(Loss)	0.00	0.00	0.00	0.00	0%	0.00
4200 · Production Services	3,000.00	0.00	210.00	280.00	9%	2,720.00
4250 · Closed Captioning	24,920.75	2,812.50	2,737.50	11,137.50	45%	13,783.25
4260 · Equipment Lease	4,410.00	367.49	367.49	1,260.62	29%	3,149.38
Total 4300 · OPERATING REVENUE	315,535.24	27,799.44	24,081.05	98,799.78	31%	216,735.46
TOTAL INCOME	315,535.24	27,799.44	24,081.05	98,799.78	31%	216,735.46
6000 · OPERATING EXPENSES						
6100 · Advertising	7,000.00	20.00	172.00	232.00	3%	6,768.00
6300 · Bank Charges	3,434.86	216.62	291.17	1,044.73	30%	2,390.13
6350 · Interest Expense	0.00	0.00	0.00	0.00	0%	0.00
6600 · Dues & Subscriptions	942.99	290.00	0.00	690.00	73%	252.99
7100 · Office Supplies	200.00	21.99	0.00	63.67	32%	136.33
7105 · Production Expenses	100.00	0.00	0.00	0.00	0%	100.00
7200 · Postage/Freight	549.00	228.18	11.90	370.38	67%	178.62
7205 · Printing	100.00	38.39	0.00	38.39	38%	61.61
7401 · Facility Supplies	3,818.08	397.10	500.42	1,412.69	37%	2,405.39
7640 · Licenses/Fees/Misc. Taxes	100.00	0.00	0.00	94.22	94%	5.78
7700 · Telephone/Telecommunications/Internet	3,990.99	436.02	486.02	1,794.08	45%	2,196.91
Total 6000 - Operating Expenses	20,235.92	1,648.30	1,461.51	5,740.16	28%	14,495.76
6800 · Contracted Services						
6900 · Contract Services-Audit Services	1,500.00	1,125.00	0.00	1,475.00	98%	25.00
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	175.00	1,430.00	2,055.00	214%	(1,096.02)
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	9,013.32	729.17	857.62	4,039.61	45%	4,973.71
Total 6800 · Contracted Services	15,972.30	2,029.17	2,287.62	7,569.61	47%	8,402.69

Community Television of Santa Cruz County
Operating Profit Loss Budget Performance
October
2025

	Approved Budget 2025-26	September 2025	October 2025	October Year to Date	% of Annual Budget	Amount Remaining
7000 · Staff Development & Fundraising						
7405 · Training / conferences	500.00	0.00	129.00	129.00	26%	371.00
7800 · Travel / Meals	500.00	0.00	0.00	0.00	0%	500.00
8600 · Special Events Expense	500.00	0.00	0.00	0.00	0%	500.00
Total 7000 · Staff Development & Fundraising	1,500.00	0.00	129.00	129.00	9%	1,371.00
7500 · Operating Salaries & Benefits						
7525 · Salaries - Executive Director	94,524.00	7,573.94	7,573.94	30,295.76	32%	64,228.24
7530 · Salaries - Coworking Community Coordinator	31,945.00	2,950.07	3,107.57	11,814.68	37%	20,130.32
7535 · Salaries - Accountant	11,932.00	762.12	867.83	3,700.24	31%	8,231.76
7542 · Salaries - Media Services Coordinator	59,426.00	4,952.13	4,952.13	19,618.05	33%	39,807.95
7585 · Salaries - Government Technicians	20,800.00	1,626.44	1,558.02	5,485.25	26%	15,314.75
7589 · Salaries - Extra Help Trainers, Technicians	583.02	345.39	579.48	2,071.78	355%	(1,488.76)
7621 · Payroll Taxes	27,743.00	1,769.82	1,769.95	7,056.99	25%	20,686.01
7635 · Workers Comp	2,396.00	246.58	246.58	1,177.32	49%	1,218.68
7630 · Health / Dental / Vision	23,478.00	1,570.53	1,974.03	7,438.92	32%	16,039.08
7632 · Severance / Vacation Payouts	5,000.00	0.00	0.00	0.00	0%	5,000.00
Total 7500 · Operating Salaries & Benefits	277,827.02	21,797.02	22,629.53	88,658.99	32%	189,168.03
TOTAL EXPENSES	315,535.24	25,474.49	26,507.66	102,097.76	32%	213,437.48
NET INCOME/LOSS	0.00	2,324.95	(2,426.61)	(3,297.98)	-3.3%	

Community Television of Santa Cruz County
Capital Profit Loss Budget Performance
October
2025

	Approved Budget 2025-26	September 2025	October 2025	October Year to Date	% of Annual Budget	Amount Remaining
4000 · CAPITAL REVENUE						
4100 · County PEG Fees	600,000.00	150,000.00	0.00	150,000.00	25%	450,000.00
TOTAL INCOME	600,000.00	150,000.00	0.00	150,000.00	25%	450,000.00
5000 · CAPITAL EXPENDITURES						
5100 · Facility						
7400 · Facility Lease	342,948.00	30,226.00	30,496.00	113,179.88	33%	229,768.12
6701 · Facility/Equip. Insurance	14,214.00	1,348.25	1,348.25	5,393.00	38%	8,821.00
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
Total 5100 · Facility	368,162.00	31,574.25	31,844.25	118,572.88	32%	249,589.12
5200 · Equipment						
7215 · Copy Machine Lease	3,936.00	310.04	334.90	1,265.02	32%	2,670.98
7051 · Equipment Repair	1,000.00	0.00	0.00	0.00	0%	1,000.00
7056 · Equipment - Depreciated	16,235.00	0.00	28,245.49	31,943.80	197%	(15,708.80)
7057 · Equipment - Non Depreciated	23,533.00	306.99	116.22	807.23	3%	22,725.77
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	2,041.86	2,228.82	10,124.59	67%	4,875.41
7640 · Licenses/Fees/Misc. Taxes	0.00	0.00	0.00	13,817.32	0%	(13,817.32)
7700 · Telephone/ Telecommunications/ Internet	24,000.00	2,088.85	2,088.85	8,355.40	35%	15,644.60
Total 5200 · Equipment	183,704.00	4,747.74	33,014.28	66,313.36	36%	117,390.64
Capital Maintenance & Repair						
7063 · Building Maintenance	7346.00	737.52	776.89	2,953.67	40%	4,392.33
7064 · Equipment Maintenance	14856.00	1238.03	1238.03	4,904.51	33%	9,951.49
7065 · Equipment Repair	25932.00	2084.01	2110.44	8,498.98	33%	17,433.02
Total Capital Maintenance & Repair	48134.00	4059.56	4125.36	16,357.16	34%	31,776.84
5300 · Media Licensing						
7059 · Music Library	0.00	0.00	0.00	0.00	0%	0.00
Total 5300 · Media Licensing	0.00	0.00	0.00	0.00	0%	0.00
Total 5000 · CAPITAL EXPENDITURES	600,000.00	40,381.55	68,983.89	201,243.40	34%	398,756.60
	0.00	109,618.45	(68,983.89)	(51,243.40)		

Statement of Financial Position

Community Television of Santa Cruz County

As of October 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
1021 Petty Cash Fund	113.85
1070 Bank of America	132,073.56
1075 Checking - Santa Cruz County Bank	8,779.81
1080 Savings - Santa Cruz County Bank	0.00
1081 CDAR 1025929272	0.00
1082 CDAR 1025929809	0.00
1083 ICS Santa Cruz County Bank	271,662.65
1084 CDAR 1026064054	0.00
1085 CDAR 1026064062	0.00
1086 Schwab	1,469,627.70
PayPal Bank	0.00
Total for Bank Accounts	\$1,882,257.57
Accounts Receivable	
1114 Temp A/R	0.00
1115 Accounts Receivable	38,530.70
1116 Grants Receivable	0.00
Total for Accounts Receivable	\$38,530.70
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	200.00
1203 Crime Coverage	0.00
1206 Workers Comp Deposit	587.34
1209 Liability / D&O (SLIP)	0.00
1210 Property Liability (SPIP)	6,215.69
Total for 1200 Prepaid Insurance	\$7,003.03
1260 Prepaid Expenses	58,479.16
1300 PFG Common Stock	4,931.00
1400 Undeposited Funds	0.00
QuickBooks Tax Holding Account	51.75
Repayment	
Health Insurance	0.00
Total for Repayment	\$0.00
Total for Other Current Assets	\$70,464.94
Total for Current Assets	\$1,991,253.21

Statement of Financial Position
Community Television of Santa Cruz County
As of October 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Fixed Assets	
1600 Production Equipment	\$1,442,521.30
1700 Accum Depr-Production Equipment	-1,255,645.99
Total for 1600 Production Equipment	\$186,875.31
1602 Board of Supervisors Equipment	0.00
1620 Office Furniture/Equipment	\$125,536.41
1720 Accum Depr-Furniture/Equipment	-122,570.32
Total for 1620 Office Furniture/Equipment	\$2,966.09
1625 Leasehold Improvement	\$229,793.23
1725 Accum Depr-Leasehold Improv.	-176,518.67
Total for 1625 Leasehold Improvement	\$53,274.56
1670 Broadcasting Equipment	28,933.89
Total for Fixed Assets	\$272,049.85
Total for Assets	\$2,263,303.06
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts Payable	876.00
Total for Accounts Payable	\$876.00
Credit Cards	
2120 American Express	229.65
Total for Credit Cards	\$229.65
Other Current Liabilities	
2110 Sales Tax Payable	0.71
2111 Sales Tax (Manual entry)	0.00
2140 Accrued Vacation	12,659.13
2150 PPP Loan	0.00
24000 Payroll Liabilities	\$1,035.05
CA PIT / SDI	-13.86
CA SUI / ETT	-879.67
Federal Taxes (941/944)	-190.38
Total for 24000 Payroll Liabilities	-\$48.86
Board of Equalization Payable	0.00
Direct Deposit Payable	0.00
Total for Other Current Liabilities	\$12,610.98
Total for Current Liabilities	\$13,716.63

Statement of Financial Position

Community Television of Santa Cruz County

As of October 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Long-term Liabilities	
2400 Business Equipment Loan 33736	0.00
2410 EIDL Loan	0.00
Total for Long-term Liabilities	\$0.00
Total for Liabilities	\$13,716.63
Equity	
3000 Opening Bal Equity	0.00
3015 Net Assets-Temp Restricted	0.00
3905 Retained Earnings - Capital Reserves	1,689,619.77
3900 Retained Earnings	614,508.05
Net Income	-54,541.39
Total for Equity	\$2,249,586.43
Total for Liabilities and Equity	\$2,263,303.06

Community Television of Santa Cruz County
Operating Profit Loss Budget Performance
July
2025

	Approved Budget 2025-26	June 2025	July 2025	July Year to Date	% of Annual Budget	Amount Remaining
4300 · OPERATING REVENUE						
4101 · County BOS Meetings	23,143.00	2,450.00	5,910.25	5,910.25	26%	17,232.75
4103 · City of Capitola Gov. Meetings	17,159.25	2,282.00	1,403.00	1,403.00	8%	15,756.25
4104 · SCMTD Meetings	3,511.50	574.00	427.00	427.00	12%	3,084.50
4106 · City of Santa Cruz Gov. Mtg.	20,255.62	3,120.00	3,200.00	3,200.00	16%	17,055.62
4108 · SCCRTC Meetings	5,419.87	787.50	0.00	0.00	0%	5,419.87
4109 · SCWD Meetings	6,259.50	468.00	780.00	780.00	12%	5,479.50
4120 · Facility & Equipment Use	112,688.13	9,251.95	8,917.00	8,917.00	8%	103,771.13
4121 · SLVWD Meetings	13,309.12	1,178.50	1,239.50	1,239.50	9%	12,069.62
4122 · PVUSD	20,668.00	2,061.00	1,681.75	1,681.75	8%	18,986.25
4130 · Classes	0.00	0.00	0.00	0.00	0%	0.00
4165 · Donations	0.00	0.00	0.00	0.00	0%	0.00
4180 · Interest Earned	10,549.02	779.44	801.19	801.19	8%	9,747.83
4185 · Misc. Income	50,241.48	11,105.66	183.21	183.21	0%	50,058.27
4190 · Gain/Loss on Sale of Assets	0.00	116.91	114.20	114.20	0%	(114.20)
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	24,920.75	3,112.50	5,587.50	5,587.50	22%	19,333.25
4260 · Equipment Lease	4,410.00	491.24	491.24	491.24	11%	3,918.76
Total 4300 · OPERATING REVENUE	315,535.24	37,778.70	30,735.84	30,735.84	10%	284,799.40
TOTAL INCOME	315,535.24	37,778.70	30,735.84	30,735.84	10%	284,799.40
6000 · OPERATING EXPENSES						
6100 · Advertising	7,000.00	20.00	20.00	20.00	0%	6,980.00
6300 · Bank Charges	3,434.86	299.98	293.35	293.35	9%	3,141.51
6350 · Interest Expense	0.00	0.00	0.00	0.00	0%	0.00
6600 · Dues & Subscriptions	942.99	0.00	0.00	0.00	0%	942.99
7100 · Office Supplies	200.00	0.00	20.84	20.84	10%	179.16
7105 · Production Expenses	100.00	0.00	0.00	0.00	0%	100.00
7200 · Postage/Freight	549.00	231.50	108.30	108.30	20%	440.70
7205 · Printing	100.00	0.00	0.00	0.00	0%	100.00
7401 · Facility Supplies	3,818.08	515.25	332.75	332.75	9%	3,485.33
7640 · Licenses/Fees/Misc. Taxes	100.00	100.00	94.22	94.22	94%	5.78
7700 · Telephone/Telecommunications/Internet	3,990.99	435.99	436.02	436.02	11%	3,554.97
Total 6000 - Operating Expenses	20,235.92	1,602.72	1,305.48	1,305.48	6%	18,930.44
6800 · Contracted Services						
6900 · Contract Services-Audit Services	1,500.00	1,985.00	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	250.00	250.00	26%	708.98
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	9,013.32	1,142.89	1,409.14	1,409.14	16%	7,604.18
Total 6800 · Contracted Services	15,972.30	3,127.89	1,659.14	1,659.14	10%	14,313.16

Community Television of Santa Cruz County
Operating Profit Loss Budget Performance
July
2025

	Approved Budget 2025-26	June 2025	July 2025	July Year to Date	% of Annual Budget	Amount Remaining
7000 · Staff Development & Fundraising						
7405 · Training / conferences	500.00	0.00	0.00	0.00	0%	500.00
7800 · Travel / Meals	500.00	0.00	0.00	0.00	0%	500.00
8600 · Special Events Expense	500.00	0.00	0.00	0.00	0%	500.00
Total 7000 · Staff Development & Fundraising	1,500.00	0.00	0.00	0.00	0%	1,500.00
7500 · Operating Salaries & Benefits						
7525 · Salaries - Executive Director	94,524.00	9,540.26	7,573.94	7,573.94	8%	86,950.06
7530 · Salaries - Coworking Community Coordinator	31,945.00	2,494.48	3,458.94	3,458.94	11%	28,486.06
7535 · Salaries - Accountant	11,932.00	1,104.06	1,165.96	1,165.96	10%	10,766.04
7542 · Salaries - Media Services Coordinator	59,426.00	4,860.60	4,761.66	4,761.66	8%	54,664.34
7585 · Salaries - Government Technicians	20,800.00	1,696.92	775.40	775.40	4%	20,024.60
7589 · Salaries - Extra Help Trainers, Technicians	583.02	1,106.67	423.60	423.60	73%	159.42
7621 · Payroll Taxes	27,743.00	1,888.22	1,757.96	1,757.96	6%	25,985.04
7635 · Workers Comp	2,396.00	191.75	246.58	246.58	10%	2,149.42
7630 · Health / Dental / Vision	23,478.00	1,933.48	1,937.08	1,937.08	8%	21,540.92
7632 · Severance / Vacation Payouts	5,000.00	0.00	0.00	0.00	0%	5,000.00
Total 7500 · Operating Salaries & Benefits	277,827.02	24,816.44	22,101.12	22,101.12	8%	255,725.90
TOTAL EXPENSES	315,535.24	29,547.05	25,065.74	25,065.74	8%	290,469.50
NET INCOME/LOSS	0.00	8,231.65	5,670.10	5,670.10	18.4%	

Community Television of Santa Cruz County
Capital Profit Loss Budget Performance
July
2025

	Approved Budget 2025-26	June 2025	July 2025	July Year to Date	% of Annual Budget	Amount Remaining
4000 · CAPITAL REVENUE						
4100 · County PEG Fees	600 000 00	150 000 00	0 00	0 00	0%	600 000 00
TOTAL INCOME	600 000 00	150 000 00	0 00	0 00	0%	600 000 00
5000 · CAPITAL EXPENDITURES						
5100 · Facility						
7400 · Facility Lease	342 948 00	4 325 46	31 188 63	31 188 63	9%	311 759 37
6701 · Facility/Equip. Insurance	14 214 00	1 777 30	1 348 25	1 348 25	9%	12 865 75
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
Total 5100 · Facility	368 162 00	6 102 76	32 536 88	32 536 88	9%	335 625 12
5200 · Equipment						
7215 · Copy Machine Lease	3 936 00	310 04	310 04	310 04	8%	3 625 96
7051 · Equipment Repair	1 000 00	0 00	0 00	0 00	0%	1 000 00
7056 · Equipment - Depreciated	16 235 00	56 655 77	0 00	0 00	0%	16 235 00
7057 · Equipment - Non Depreciated	23 533 00	36 60	250 21	250 21	1%	23 282 79
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	1 834 18	3 812 05	3 812 05	25%	11 187 95
7640 - Licenses/Fees/Misc. Taxes	0 00	0 00	13 817 32	13 817 32	0%	-13 817 32
7700 · Telephone/Telecommunications/Internet	24 000 00	2 088 85	2 088 85	2 088 85	9%	21 911 15
Total 5200 · Equipment	183 704 00	60 925 44	20 278 47	20 278 47	11%	163 425 53
Capital Maintenance & Repair						
7063 - Building Maintenance	7346 00	655 62	864 73	864 73	12%	6 481 27
7064 - Equipment Maintenance	14856 00	1190 42	1190 42	1 190 42	8%	13 665 58
7065 - Equipment Repair	25932 00	2169 49	2184 87	2 184 87	8%	23 747 13
Total Capital Maintenance & Repair	48134 00	4015 53	4240 02	4 240 02	9%	43 893 98
5300 · Media Licensing						
7059 · Music Library	0 00	0 00	0 00	0 00	0%	0 00
Total 5300 · Media Licensing	0 00	0 00	0 00	0 00	0%	0 00
Total 5000 · CAPITAL EXPENDITURES	600 000 00	71 043 73	57 055 37	57 055 37	10%	542 944 63
	0 00	78 956 27	-57 055 37	-57 055 37		

Statement of Financial Position

Community Television of Santa Cruz County

As of July 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
1021 Petty Cash Fund	211.80
1070 Bank of America	178,039.56
1075 Checking - Santa Cruz County Bank	9,341.81
1080 Savings - Santa Cruz County Bank	
1081 CDAR 1025929272	
1082 CDAR 1025929809	
1083 ICS Santa Cruz County Bank	269,334.01
1084 CDAR 1026064054	
1085 CDAR 1026064062	
1086 Schwab	1,466,189.72
PayPal Bank	
Total for Bank Accounts	\$1,923,116.90
Accounts Receivable	
1114 Temp A/R	
1115 Accounts Receivable	33,771.73
1116 Grants Receivable	
Total for Accounts Receivable	\$33,771.73
Other Current Assets	
1117 A/R - Temp. Restricted	
1125 County Reserve Acct. Restricted	
1200 Prepaid Insurance	0
1201 Health	
1202 Accident	275.00
1203 Crime Coverage	
1206 Workers Comp Deposit	539.42
1209 Liability / D&O (SLIP)	
1210 Property Liability (SPIP)	6,904.67
Total for 1200 Prepaid Insurance	\$7,719.09
1260 Prepaid Expenses	58,472.76
1300 PFG Common Stock	4,931.00
1400 Undeposited Funds	
Repayment	0
Health Insurance	
Total for Repayment	0
Total for Other Current Assets	\$71,122.85
Total for Current Assets	\$2,028,011.48

Statement of Financial Position
Community Television of Santa Cruz County
As of July 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Fixed Assets	
1600 Production Equipment	\$1,442,521.30
1700 Accum Depr-Production Equipment	-1,255,645.99
Total for 1600 Production Equipment	\$186,875.31
1602 Board of Supervisors Equipment	
1620 Office Furniture/Equipment	\$125,536.41
1720 Accum Depr-Furniture/Equipment	-122,570.32
Total for 1620 Office Furniture/Equipment	\$2,966.09
1625 Leasehold Improvement	\$229,793.23
1725 Accum Depr-Leasehold Improv.	-176,518.67
Total for 1625 Leasehold Improvement	\$53,274.56
1670 Broadcasting Equipment	28,933.89
Total for Fixed Assets	\$272,049.85
Other Assets	
Total for Assets	\$2,300,061.33
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts Payable	33,906.79
Total for Accounts Payable	\$33,906.79
Credit Cards	
2120 American Express	497.87
Total for Credit Cards	\$497.87
Other Current Liabilities	
2110 Sales Tax Payable	355.71
2111 Sales Tax (Manual entry)	
2140 Accrued Vacation	12,659.13
2150 PPP Loan	
24000 Payroll Liabilities	\$1,035.04
CA PIT / SDI	-13.86
CA SUI / ETT	-931.42
Federal Taxes (941/944)	-190.38
Total for 24000 Payroll Liabilities	-\$100.62
Board of Equalization Payable	
Direct Deposit Payable	
Total for Other Current Liabilities	\$12,914.22
Total for Current Liabilities	\$47,318.88

Statement of Financial Position
Community Television of Santa Cruz County
As of July 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Long-term Liabilities	
2400 Business Equipment Loan 33736	
2410 EIDL Loan	
Total for Long-term Liabilities	0
Total for Liabilities	\$47,318.88
Equity	
3000 Opening Bal Equity	
3015 Net Assets-Temp Restricted	
3905 Retained Earnings - Capital Reserves	1,689,619.77
3900 Retained Earnings	614,508.05
Net Income	-51,385.37
Total for Equity	\$2,252,742.45
Total for Liabilities and Equity	\$2,300,061.33

11/24/25

**Community Television of Santa Cruz County
Executive Director's Report to the Board
Covering October 2025**

1. Administration

Revenue

- The coworking center earned \$9,905 in October.
- Last year in October the center earned \$8,508.
The coworking center is currently 12% ahead of its projected goal for this year.

Paid Services

- *Government Meeting Services*
 - CTV covered 15 government meetings in October.

2. Facilities & Equipment

- Facilities
 - We had a roof leak which was repaired.
 - Victor and Nick Brant worked to solve a problem with one of the city's fiber lines which kept their meetings off the air.
 - They also installed our new AJA Land Bridge giving CTV much more capability Including support for Spanish Language captions.
- Equipment
 - We continue to list items on eBay.
 - Larry has been investigating the cost to repair internet connectivity in the back office.

Community Television of Santa Cruz County Board Meeting Calendar 2026

JANUARY 26, 2026

- Review current year budget at half-year mark, including any adjustments proposed by Executive Director
- Regular Board meeting

FEBRUARY 23, 2026

- Regular Board or Committee Meetings

MARCH 23, 2026

- Regular Board or Committee Meetings

APRIL 27, 2026

- Annual review of salaries/wages—adopt Salary Schedule
- Review current year budget at close to 3/4-year mark
- Prepare/review of budget for next fiscal year; recommendation re: contracts reflected in budget
- Presentation of next fiscal year budget by E.D. and Finance Committee
- Adopt Work Plan and Budget
- Regular Board meeting

MAY 2026

- No Regular Board meeting (Memorial Day holiday)

JUNE 22, 2026

- Review current year budget at close to year end
- Report of Finance Committee re: budget and recommendation re: selection of auditor
- Regular Board meeting

JULY 27, 2026

- Regular Board or Committee Meetings

AUGUST 2026

- No Regular Board or Committee meetings

SEPTEMBER 28, 2026

- Review current FY budget
- Regular Board meeting

OCTOBER 26, 2026

- Consider recommendations of Finance Committee re accepting annual audit
- Review current FY budget
- Regular Board meeting

NOVEMBER 23, 2026

- Review current FY budget
- Organizational (regular) Meeting of Board: elect officers, make committee appointments
- Approve Board meeting calendar for next calendar year

DECEMBER 2026

- No Regular Board or Committee meetings