

**AGENDA REGULAR MEETING
PASADENA COMMUNITY ACCESS CORPORATION
Tuesday, March 5, 2019
7:00 p.m. at 150 S. Los Robles Ave., Suite 101**

BOARD OF DIRECTORS

Ann Marie Hickambottom (District 1)
Grant Scott McComb, President (District 2)
Robert Oltman (District 3)
Perry Helm, (District 4)
Yuny Parada (District 5)
Ken Chawkins (District 6)
Sally Howell, Vice-President (District 7)
Gail Schaper-Gordon, Treasurer (Mayor's Representative)
Lisa Derderian (City Manager's Representative)
Beth Leyden, Secretary (PUSD Representative)
Alexander Boekelheide (PCC Representative)

STAFF

George Falardeau, Executive Director CEO
Chris Miller, Chief Operations Officer
Bobbie Ferguson, Head of Production
Aaron Wheeler, Head of Community Development
Liza Rodriguez, Office Administrator/Asst. to the Executive Director CEO

MISSION STATEMENT

The Pasadena Community Access Corporation is dedicated to the community access function of the Pasadena Telecommunications system and shall be operated exclusively for charitable, scientific, literary and educational purposes. In fulfilling these purposes, the corporation shall strive to achieve communication, facilitation, and development of media skills toward the ends of self-expression and community cohesion and improvement.

Item on the agenda may not be called in order listed.

Agendas and supporting documents are available on the Internet at
<http://www.pasadenamedia.org>

Materials related to an item on this Agenda submitted to Pasadena Media after distribution of agenda packet are available for public inspection in the Pasadena Media Administrative office at 150 S. Los Robles Avenue, Suite 101, Pasadena, during normal business hours.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact PCAC at (626) 794-8585. Notification 24 hours prior to the meeting will enable PCAC to make reasonable arrangements to assure accessibility to this meeting.

DISTRIBUTION:

PCAC Board of Directors
City Council
City Manager
City Attorney
City Clerk
Central Library
Public Information Officer

Los Angeles Times
Pasadena Star News
Pasadena Journal
Pasadena Weekly
Pasadena Now

**NOTICE OF REGULAR MEETING
PASADENA COMMUNITY ACCESS CORPORATION (PCAC)
BOARD OF DIRECTORS**

NOTICE IS HEREBY GIVEN that a regular meeting of the Pasadena Community Access Corporation (PCAC) Operating Company (dba Pasadena Media) is scheduled for **Tuesday, March 5, 2019**, starting at **7:00 p.m.**, at **Pasadena Community Access Corporation** located at **150 S. Los Robles Ave., Ste. 101, Pasadena, CA 91101**.

AGENDA

PUBLIC MEETING

- INTRODUCTION OF NEW MEMBERS/CALL TO ORDER/ROLL CALL
- APPROVAL OF FEBRUARY 5, 2019 BOARD MEETING
 - Motion to Approve
- PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA - Please limit comments to three minutes each.
- TREASURER REPORT
- EXECUTIVE DIRECTOR REPORT
- OLD BUSINESS
 - PCAC FY2020 BUDGET PRESENTATION AND APPROVAL
 - Action Item
- NEW BUSINESS
- ANNOUNCEMENTS BY BOARD MEMBERS AND STAFF
- ADJOURNMENT

Grant McComb, President, PCAC Board of Directors

I HEREBY CERTIFY that this notice, in its entirety, was posted on both the Council Chambers Bulletin Board, Room 247, and the Information Kiosk (in the rotunda area), at City Hall, 100 N. Garfield Ave., Pasadena, CA, in Pasadena Community Access Corporation Suite 101, and a copy was distributed to the Central Library for posting on the 1st day of March, 2019.

Liza Rodriguez, Office Administrator

Pasadena Community Access Corporation (PCAC)

MINUTES FOR THE REGULARLY SCHEDULED MEETING OF THE PCAC BOARD OF DIRECTORS FOR FEBRUARY 5, 2019

MEETING HELD AT PCAC, 150 S. LOS ROBLES AVE., SUITE 101, PASADENA, CALIFORNIA, 91101

Regular Meeting

1. CALL TO ORDER/ROLL CALL

Vice-President Sally Howell called meeting to order at 6:58 p.m.

Board Members Present, Absent or Late, at the time of the call to order:

Ann Marie Hickambottom, District 1, present

Grant Scott McComb Board President and District 2, absent

Robert Oltman, District 3, absent

Perry Helm, District 4, present

Yuny Parada, District 5, present

Ken Chawkins, District 6, present

Sally Howell, Vice-President and District 7, present

Gail Schaper-Gordon, Treasurer, Mayor's Representative, present

Beth Leyden, PUSD Representative, absent

Alex Boekelheide, PCC Representative, present

Lisa Derderian, Secretary, City/City Manager Representative, present

Staff:

George Falardeau, Executive Director/CEO, present

Chris Miller, Chief Operations Officer, present

Javan Rad, Chief Assistant City Attorney, present

PCAC Community Advisory Committee:

Phil Hopkins, present

2. APPROVAL OF MINUTES FOR DECEMBER 4, 2018 BOARD MEETING

Motion to approve by Boekelheide, Second by Parada; Motion approved. No Public comment.

3. PUBLIC COMMENT

No public comment.

4. TREASURER'S REPORT

As presented by Treasurer Gail Schaper-Gordon per Board agenda packet.

Information item only. No action. No public comment.

5. EXECUTIVE DIRECTOR'S REPORT

As presented by ED Falardeau, and staff, per Board agenda packet. Information item only. No public comment.

6. PCAC CITIZENS ADVISORY COMMITTEE REPORT

Presented by Committee President, Phil Hopkins per Board agenda packet. Information item only. No public comment.

7. NEW BUSINESS

- PCAC FY2020 BUDGET PRESENTATION AND APPROVAL
 - Tabled for the next board meeting on March 5, 2019 by Vice-President Howell. Unanimous approval.
- PROPOSED AMENDMENT TO PASADENA MUNICIPAL CODE SECTION 2.155 REGARDING TERMS OF SERVICE FOR CITIZENS ADVISORY COMMITTEE
 - COO Chris Miller stated that PCAC is trying to rectify that under the Municipal Code, it doesn't state the term such as term expiration. Motion to approve the amendment by Hickambottom, Second by Chawkins. Unanimous approval.

8. ANNOUNCEMENTS BY BOARD MEMBERS AND STAFF

Miscellaneous announcements by Board Members and Staff

9. ADJOURNMENT

Motion to adjourn by Chawkins, Second by Schaper-Gordon. Meeting adjourned 8:17 p.m.

FUTURE MEETING DATES

- March 5, 2019
- April 2, 2019

Pasadena Community Access Corporation

Statement of Financial Position

As of February 28, 2019

	Total	
	As of Feb 28, 2019	As of Jun 30, 2018 (PP)
ASSETS		
Current Assets		
Bank Accounts		
1010 Petty Cash	200	200
1120 Bank of America Checking (1018)	226,160	145,188
1130 Bank of America Capital - Restricted (9451)	176,981	84,702
1150 Pex Debit Card	4,023	10,689
1160 Paypal	773	0
1170 PFCU Savings (7181)	100,228	100,202
Total Bank Accounts	\$ 508,364	\$ 340,982
Accounts Receivable		
1200 Accounts Receivable	1,853	820
Total Accounts Receivable	\$ 1,853	\$ 820
Other Current Assets		
1190 Undeposited Funds	60	0
1210 Other Receivables	0	18,263
1300 Prepaid Expenses	-271	6,728
1330 Prepaid Insurance	2,148	11,377
A360 Uncategorized Asset	190	0
Total Other Current Assets	\$ 2,127	\$ 36,368
Total Current Assets	\$ 512,343	\$ 378,170
Fixed Assets		
1600 Production Equipment	340,454	340,369
1635 Leasehold Improvements	93,898	93,898
1650 Accumulated Depreciation	-251,511	-251,511
Total Fixed Assets	\$ 182,841	\$ 182,756
Other Assets		
1800 Security Deposit	1,000	1,000
Total Other Assets	\$ 1,000	\$ 1,000
TOTAL ASSETS	\$ 696,184	\$ 561,925
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 Accounts Payable	99	0
Total Accounts Payable	\$ 99	\$ 0
Other Current Liabilities		
2100 Payroll Liabilities	7,669	21,010
2200 Accrued Vacation	20,538	20,538
2400 Accrued Liabilities	8,000	11,226
2800 Deferred Income	173,158	80,879
Total Other Current Liabilities	\$ 209,365	\$ 133,654
Total Current Liabilities	\$ 209,464	\$ 133,654
Total Liabilities	\$ 209,464	\$ 133,654
Equity		
3000 Opening Bal Equity	-36,271	-36,271
3100 Retained Earnings	464,542	464,542
Net Income	58,449	
Total Equity	\$ 486,720	\$ 428,271
TOTAL LIABILITIES AND EQUITY	\$ 696,184	\$ 561,925

Thursday, Feb 28, 2019 08:41:48 PM GMT-8 - Accrual Basis

Pasadena Community Access Corporation

Pro Forma P&L - February 2019

FY 2019 YTD Actual vs FY 2019 Revised Budget

	YTD Actual	vs. 8 mo. Budget			vs. Full Year Budget		
		YTD Budget	\$	%	2019 Budget	\$	%
Income							
City of Pasadena	682,500	682,500	-	0.0%	910,000	(227,500)	-25.0%
Contributions & Grants	1,222	5,333	(4,111)	-77.1%	8,000	(6,778)	-84.7%
Production Services	8,069	13,667	(5,597)	-41.0%	38,500	(30,431)	-79.0%
Program Services	5,476	6,000	(524)	-8.7%	10,000	(4,524)	-45.2%
Other Revenue	1,121	200	921	460.4%	300	821	273.6%
Total Income	698,388	707,700	(9,312)	-1.3%	966,800	(268,412)	-27.8%
Expenses							
Payroll Expenses	371,691	374,943	3,252	0.9%	575,645	203,954	35.4%
Payroll Taxes	32,339	32,995	657	2.0%	48,930	16,591	33.9%
Employee Benefits	65,495	70,006	4,511	6.4%	106,075	40,580	38.3%
Occupancy Expenses	130,361	131,189	827	0.6%	182,882	52,521	28.7%
Accounting & Audit	10,459	11,199	740	6.6%	12,999	2,540	19.5%
Advertising & Marketing	1,370	2,400	1,030	42.9%	3,600	2,230	62.0%
Automobile Expense	512	967	454	47.0%	1,450	938	64.7%
Bank & Payroll Processing Fees	959	1,000	41	4.1%	1,500	541	36.1%
Board Materials & Expenses	59	80	21	26.3%	120	61	50.9%
Cable Drop Fees	1,101	2,849	1,748	61.3%	4,274	3,173	74.2%
Contract Labor	520	2,333	1,813	77.7%	3,500	2,980	85.1%
Dues and Subscriptions	2,300	2,270	(30)	-1.3%	2,270	(30)	-1.3%
Legal & Professional Fees	9,000	8,000	(1,000)	-12.5%	28,000	19,000	67.9%
Licenses, Permits & Other Fees	-	-	-		154	154	100.0%
Meals & Entertainment	1,030	1,000	(30)	-3.0%	1,500	470	31.3%
Office Expense	1,827	6,067	4,239	69.9%	9,100	7,273	79.9%
Production Expense	9,323	11,250	1,927	17.1%	15,000	5,677	37.8%
Professional Development	904	1,100	196	17.8%	2,000	1,096	54.8%
Travel & Lodging	689	2,300	1,611	70.1%	4,000	3,311	82.8%
Total Expenses	639,939	661,948	22,009	3.3%	1,002,999	363,060	36.2%
Net Operating Income	58,449	45,752	12,697	27.8%	(36,199)	94,648	-261%
PEG Capital Income Recognized	0	133,333	(133,333)	-100.0%	200,000	(200,000)	-100.0%
PEG Capital Equipment Expense	0	133,333	133,333	100.0%	200,000	(200,000)	-100.0%

Executive Director CEO Report – February 2019

Respectfully submitted by George Falardeau

- Met with Trisha Muse and Helen Romero Shaw of SoCalGas regarding continued support of Pasadena Media and development of a SoCalGas PSA.
- Was a guest speaker for Pasadena Media at the Kiwanis Club of Pasadena held at the University Club. Topics discussed were the changing landscape of media, programming and how viewers are utilizing different devices for viewing (other than traditional TV).
- Met with Juliana Goswick, Vice-President of Philanthropy and Staff Development at Muse/ique to discuss a potential collaboration between our organizations including production of a PSA, which Aaron will follow-up on.
- Met with Jan Sanders, PCAC Citizens Advisory Committee member, along with admin staff to discuss a potential project regarding the 100th Anniversary of Women's Suffrage; details forthcoming.
- Met with Board President Grant McComb to discuss updates with Pasadena Media and possible future projects.
- Attended the Rotary Program and Board meetings to discuss various projects in the city.
- Attended the Legislative Committee meeting at the Chamber of Commerce.
- Met with Rabbi Joshua Levine Grater, Executive Director of Friends In Deed, to discuss a potential documentary project on homelessness. Rabbi Joshua has agreed to host this documentary; details forthcoming.
- Another Pasadena Media project in development is the Huhamongna/Arroyo Seco documentary; details forthcoming.
- Met with Sheryl Turner, PCAC Citizens Advisory Committee Member, to discuss the forming of Business Leaders for Better Government Super PAC.

- Sent letters to Pasadena's congressional representatives regarding FCC actions.
- Pasadena Media hosted a successful Script Writing & Script Supervising Bootcamp which generated additional revenue for our media center. Thanks to our Producer member Roe Moore who brought her expertise and volunteered her time as the instructor. About 60% of attendees were new to our studio, bringing awareness, potential future members and programming.
- Pasadena Media successfully televised the 37th Annual Black History Parade and Festival. Produced by Kevin Bruce, weather turned out in our favor and we had a great coverage.
- Successfully taped *Impact Pasadena* with guest Kathryn Barger, LA County Board of Supervisors representing the 5th District. The first episode will air Thursday, March 7 at 6:00 pm and will also be available on YouTube.

Attached: Operations Report, Cable Complaints, Community Development Report & Production Services Report

Operations Report - February 2019

Respectfully submitted by Chris Miller, Chief Operations Officer

- Threat to Franchise Fees & PEG: FCC Proposed Rulemaking, MB Docket No. 05-311
UPDATE - The Alliance for Community Media has created a letter generator for the public to use in order to contact their congressional representatives about this matter. When an individual visits bit.ly/ProtectYourAccess and enters their information, a letter is sent to their senators and representative urging them to contact the FCC in defense of PEG channels. We have been promoting this via all of our platforms. In addition, George has sent physical letters to the four representatives serving Pasadena.
- Threat to Local Authority Over Public Rights-Of-Way: H.R. 530
UPDATE - Rep. Anna Eshoo's Accelerating Wireless Broadband Development by Empowering Local Communities Act (H.R. 530) is being supported by numerous local governments and has gained 14 cosponsors in the House. Neither Rep. Chu nor Rep. Schiff have done so yet, so George has sent them letters requesting that they do so. This bill would return local governments' ability to balance competing interests for the use of public rights-of-way by overturning actions of the FCC in Aug./Sep. 2017.
- Threat to PEG Channels: MCAC v Halleck
UPDATE - The US Supreme Court heard oral arguments on February 25th regarding a case between the PEG operator in Manhattan and a content provider (audio available here: supremecourt.gov/oral_arguments/audio/2018/17-1702). For a synopsis of the issue, I found this ACLU post helpful: tinyurl.com/MCACvHalleck-ACLUBlog. The post does not, however, identify the myriad of issues that a broad and/or extremist ruling would create. Chief among them, for us, would be the possibility of finding that PEG channels are private property that are illegally taken from cable companies as the cable industry trade association NCTA contends in their amicus brief.
- Cable Complaints Regarding PEG Channel Unavailability: Ongoing
UPDATE - In October and November, two cable complaints reported PEG channel outages that did not affect other channels. According to Charter, these incidents were solved with technician visits to the homes. In February, we had two remarkably similar issues from residences a few blocks away from Hill Ave. and Orange Grove Blvd. Charter has said that both of these issues occurred because "Pasadena Water and Power had recently completed a pole transfer that caused damage to our distribution cable". As I said in November, staff remains concerned that these incidents are not as isolated as indicated and we will continue dialogue with Charter representatives.
- TriCaster Mini: Service Initiated
Our portable switcher which we use for two- to four-camera shoots such as parades, events in front of City Hall, and Altadena Town Council has several issues that we have been unable to solve, mainly with network capabilities. The manufacturer issued an RMA and we intend to send it out for service. While the issues are not catastrophic, staff is ever-aware that this is one of many mission-critical appliances here based on Windows 7, which has an end-of-life date of January 2020. Other notable machines are the studio TriCaster, the Tightrope playout system, and the streaming server.



RE: Closure - DD 2/22/19 - LFA CC L TWC ECAF 1413396 Name XXXXXXXX RXXXXXXX

CCEDTeamLead <CCEDTeamLead@charter.com>
To: "chris@pasadenamedia.org" <chris@pasadenamedia.org>
Cc: Corporate Escalations <svc_corpescalations@charter.com>

Tue, Feb 26, 2019 at 11:25 AM

Good Afternoon,

While troubleshooting we uncovered that Pasadena Water and Power recently completed a pole transfer. During that transfer, they caused damage to a Charter distribution cable. A maintenance technician repaired the distribution cable the evening of 2/20/19. Once repaired, the local PEG channels that were previously blacked out were back on line. Please let us know if you have any further questions.

Thank you,



Frank Khalifa | Corporate Customer Escala on Specialist III | 1-833-926-8249

700 Carillon Pkwy | St. Petersburg, FL 33716

From: Chris Miller [<mailto:chris@pasadenamedia.org>]
Sent: Thursday, February 14, 2019 11:51 AM
To: Hidalgo, Peter G <Peter.Hidalgo@charter.com>
Subject: Re: 3 of 4 PEG channels out at [XXXX Paloma St](#)

Hi Peter,

I have a potential follow-up issue in this realm. It's somewhat sensitive as this person absolutely refused to have Charter technicians come to his house in order to fix the problem. Anyway, he has the same issue as the other two from the fall that suddenly lost one or more PEG channels. So... Can a technician perform a test and/or fix at the pole/street near the home ([XXX N Chester Ave, Pasadena](#))?

Again, we'll be in trouble if he gets a phone call or has a technician show up at his door, so please DO NOT reach out to him.

Also, how do we know that the PEG channels, which are supposed to be in every service tier, are in every Pasadena Charter household? Is there something systemic? What happened in October that these three have surfaced?

Your prompt attention is appreciated.

Thanks,

Chris



RE: CITY OF PASADENA: Resident PEG Channel out, XXX N. Hill Ave.

Hidalgo, Peter G <Peter.Hidalgo@charter.com>
To: Chris Miller <chris@pasadenamedia.org>

Sat, Mar 2, 2019 at 7:53 PM

Hi Chris –

I wanted to circle back with you on resolution to a customer escalation you sent me.

- Peter

Spectrum's records reflect while troubleshooting it was discovered that Pasadena Water and Power had recently completed a pole transfer that caused damage to our distribution cable. On February 20, 2019, the maintenance team repaired the distribution cable that caused the once blacked out channels to come back online. On February 26, 2019, a representative followed up with Ms. Cxxxxxxx to confirm her resolution. Customer satisfied.

Thank you,



From: Chris Miller [<mailto:chris@pasadenamedia.org>]
Sent: Tuesday, February 19, 2019 4:41 PM
To: Hidalgo, Peter G <Peter.Hidalgo@charter.com>
Subject: Re: 3 of 4 PEG channels out at [XXXX Paloma St](#)

Got another one:

Xxxxx Cxxxxxxxx

[XXX N Hill Ave](#)

[626-XXX-XXXX](#)

Just talked to her via phone. She's watching right now. All four channels are black screen. She said it happened about a month ago during rain as well.

For sake of tracking addresses with similar issues since October, I've made this [Google map](#).

Chris Miller
Chief Operations Officer
Pasadena Media
[150 S. Los Robles Ave., Suite 101](#)
[Pasadena, CA 91101](#)
626-794-8585 x 105



David Linehan | Corporate Customer Escalation Specialist II|Telephone:833-877-3287

[2 Digital Place](#) | [Simpsonville, SC 29681](#)

Community Development Report - February 2019

Respectfully submitted by Aaron B. Wheeler, Head of Community Development

Members Tiers	New Volunteers Year-To-Date	Total Active Trainees & Producers 2018 / 2019 YTD
Volunteers - Free Trainees - Paid Producers - Paid	35	42

Monthly Programming

New Series	Local Episodes	Bicycled Episodes	Community Productions in Progress
6	62	32	41

Media Training Courses

Orientation	14	Studio Camera	7	TD & Media Mgmt.	2	Teleprompter	3	Editing A	8
Producing Training	-	Floor Manager	7	Lighting	3	Character Generation	1	Editing B	8
Director	4	Audio	7	Field Production	4	Arroyo Profiles TV Training	12	Green Screen Effects	6

Advanced Training:

Screenwriting and supervising presented by Producer Roe Moore, p.g.a.
23 participants - Members and Non-members

Total Class Enrollments - 2019 Year to Date: 148

Social Media Analytics

Facebook		YouTube		Instagram	As of 2/28
Reach	14,009	Views	16,675	Followers	1416
Views	287	Comments	145		
Engagement	724	Likes	99	Twitter	As of 2/28
Clicks	1,025	Subscribers	33	Followers	1804
Likes	17				

Community Outreach & Networking

- Attended Pasadena Chamber of Commerce Workforce Development Business Week at John Muir High School
 - Business Resume Reviews
 - Career Exploration Fair with staff member Kevin Bruce

Special Note:

New Community Production -

Access For All: Hosted by CAC member Robert Gorski, airing Tuesdays at 8:00pm

Community producer and host Melody Trice was featured on Steve Harvey's daytime talk show *Steve*.

Production Report - February 2019

Respectfully submitted by Bobbie Ferguson, Head of Production

- 29 productions and pre-production meetings were scheduled in the studio. 20 productions were covered by Pasadena Media including 15 for the City of Pasadena.
- Beneficial/Potential Partnerships:
 - Per the assistance of Kellee O'Rourke from the City of Pasadena's Human Services and Recreation Department, two representatives from the Pasadena Health Department and the City of Pasadena's Citizen Service Center attended a recording of *Recreation Rundown* in the studio. Pasadena Media staff now has a meeting scheduled to discuss potential videos to be produced for the CSC.
 - **Pro Service:** Pasadena Media staff will produce a promotional video for the First Tee of Greater Pasadena, a local golfing organization. This is in direct response to a segment created for *What's Up Pasadena!*
 - Pasadena Media will be partnering with former Pasadena Public Library Director Jan Sanders to produce a 12-program monthly series in celebration of the 100th Anniversary of the right to vote for women and will highlight local organizations' involvement in the suffrage movement.
 - **Pro Service:** In addition to a free PSA, Pasadena Media will produce an introductory and entertaining profile piece with Rachael Worby, Artistic Director and Founder of MUSI/QUE.
- Notable Completed Productions Include:
 - Black History Parade 2019
 - *Impact Pasadena* with L.A. County Board of Supervisor Kathryn Barger
- Notable Upcoming Productions:
 - One City, One Story 2019
 - Art Night Spring 2019
- Informational Items
 - Pasadena Media has submitted a number of video programs to the national Alliance for Community Media Hometown Media Awards and the SCAN-NATOA STAR Awards.
 - Pasadena Media is moving forward with the second *Body Mind Spirit* episode and continuing production on the first episode of the Pasadena Fire Department monthly magazine show, *Heat Watch*.

FY20 Budget Draft								
revised February 27, 2019								
		FY20 Budget	FY19 Revised	Difference	%	FY19 Forecast	Rev/For Diff	FY18 Actuals
Income								
1	4200 City of Pasadena	967,000	910,000	57,000	6%	910,000	-	940,000
2	4300 Contributions & Grants	8,000	8,000	-	0%	2,922	5,078	6,984
3	4700 Production Services	36,400	38,500	(2,100)	-5%	31,127	7,373	35,171
4	4800 Program Services	12,000	10,000	2,000	20%	10,023	(23)	10,299
5	4900 Other Revenue	1,000	300	700	233%	1,121	(821)	373
Total Income		1,024,400	966,800	57,600	6%	955,194	11,606	992,828
Expenses								
6	5100 Salaries & Wages	579,055	575,645	3,410	1%	568,523	7,122	547,415
7	5200 Payroll Taxes	50,957	48,930	2,027	4%	50,030	(1,100)	45,519
8	5300 Benefits	111,110	106,075	5,035	5%	98,278	7,797	96,147
8a	5310 Health Benefits	84,787	80,858	3,929	5%	75,490	5,368	75,690
8b	5320 Retirement	17,298	16,430	868	5%	14,195	2,235	13,253
8c	5390 Workman's Compensation	9,025	8,787	238	3%	8,593	194	7,204
9	6000 Occupancy Expenses	201,851	182,882	18,969	10%	182,933	(51)	175,519
10	7120 Accounting & Audit	13,113	12,999	114	1%	12,999	-	13,547
11	7130 Advertising & Marketing	3,600	3,600	-	0%	2,800	800	2,842
12	7140 Automobile Expense	1,450	1,450	-	0%	1,100	350	798
13	7150 Bank & Payroll Processing	1,500	1,500	-	0%	1,500	-	1,257
14	7160 Board Materials & Expense	120	120	-	0%	104	16	308
15	7170 Cable Drop Fees	4,274	4,274	-	0%	2,892	1,382	1,371
16	7180 Contract Labor	2,500	3,500	(1,000)	-29%	1,400	2,100	1,170
17	7240 Dues and Subscriptions	2,300	2,270	30	1%	2,300	(30)	2,270
18	7440 Legal & Professional Fees	20,000	28,000	(8,000)	-29%	29,000	(1,000)	28,000
19	7460 Licenses, Permits & Other	154	154	-	0%	154	-	218
20	7480 Meals & Entertainment	1,620	1,500	120	8%	1,600	(100)	1,361
21	7500 Office Expense	8,700	9,100	(400)	-4%	7,000	2,100	5,867
22	7600 Production Expense	16,000	15,000	1,000	7%	15,000	-	12,924
23	7700 Professional Development	2,100	2,000	100	5%	2,029	(29)	1,525
24	7800 Travel & Lodging	4,000	4,000	-	0%	3,900	100	2,715
Total Expenses		1,024,403	1,002,999	21,404	2%	983,543	19,456	940,773
Net Gain or (Loss)		(3)	(36,199)	36,196	N/A	(28,350)	(7,849)	52,055