# SACRAMENTO COMMUNITY CABLE FOUNDATION DBA ACCESS SACRAMENTO

# FINANCIAL STATEMENTS

YEAR ENDED JUNE 30, 2010

To The Board of Directors Sacramento Community Cable Foundation DBA Access Sacramento

I have reviewed the accompanying statement of financial position of Sacramento Community Cable Foundation, dba Access Sacramento (A California Nonprofit Organization) as of June 30, 2010 and the related statements of activity, changes in net assets, and cash flows for the year then ended, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. All information included in these financial statements is the representation of the management of Sacramento Community Cable Foundation, dba Access Sacramento (a nonprofit organization).

A review consists principally of inquiries of Company personnel and analytical procedures applied to financial data. It is substantially less in scope than an audit in accordance with generally accepted auditing standards, the objective of which is the expression of an opinion regarding the financial statements taken as a whole. Accordingly, I do not express such an opinion.

Based on my review, I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with generally accepted accounting principles.

Sacramento, CA November 10, 2010

# SACRAMENTO COMMUNITY CABLE FOUNDATION DBA ACCESS SACRAMENTO A California Nonprofit Organization

# STATEMENT OF FINANCIAL POSITION JUNE 30, 2010

### **ASSETS**

CURRENT ASSETS	
Cash	\$ 184,003
Cash - reserve funds (Note 5)	50,000
Total current assets	234,003
FURNITURE AND EQUIPMENT (Notes 1 and 6)	
Furniture and equipment	830,662
Less accumulated depreciation	695,809
1	
Net property and equipment	134,853
Total assets	\$ 368,856
LIABILITIES AND NET ASSETS	
CURRENT LIABILITIES	
Accounts payable	\$ 7,009
Accrued vacation (Note 7)	<u>11,326</u>
Total current liabilities	<u> 18,335</u>
NET AGGETG	
NET ASSETS	250 521
Unrestricted	<u>350,521</u>
TO A 11' 1'1''' 1 A A A	ф <b>2</b> (0, 0, <b>7</b> (
Total liabilities and net assets	<u>\$ 368,856</u>

# SACRAMENTO COMMUNITY CABLE FOUNDATION DBA ACCESS SACRAMENTO A California Nonprofit Organization

# STATEMENT OF ACTIVITY FOR THE YEAR ENDED JUNE 30, 2010

	Total Unrestricted
SUPPORT AND REVENUE	Omestreted
Revenue	
SMCTC Grant (Note 3)	\$ 471,532
Grants – Other	2,100
Interest income	1,551
Memberships	25,921
Film Festival	8,495
Underwriting	4,800
User/rental fees	11,532
Training fees	7,922
Contracted Production	13,270
Donations	4,220
Hometown TV Grant	96,679
Fundraising	2,488
In-Kind Contributions	13,320
Total support and revenue	663,830
Operating Expenses	
Personnel	
Executive Director	70,966
Office Coordinator	26,637
Programming Director	36,188
Chief Technician	16,532
Community Outreach Coordinator	9,665
Hometown TV Salary/Contracted	61,095
Digital Media Coordinator	19,160
On-Call Production/Office	42,937
Radio Production Coordinator	15,770
Playback Operator and Assistant	28,902
Production Director - #1	50,905
Multi-Media Projects Coordinator	31,252
Fundraising/Underwriter Coordinator	<u>2,993</u>
Total Personnel	413,002

# SACRAMENTO COMMUNITY CABLE FOUNDATION DBA ACCESS SACRAMENTO

# A California Nonprofit Organization

# STATEMENT OF ACTIVITY FOR THE YEAR ENDED JUNE 30, 2010

	Total
	Unrestricted
Burden	
Payroll Tax Expense	30,873
Medical Insurance	34,361
Retirement Plan	9,848
Workers' Compensation	3,720
Total Burden	78,802
Total Personnel and Burden	491,804
Occupancy	
Building - Rent Expense	41,259
Security	4,752
Utilities	10,271
Insurance	14,929
Total Occupancy	71,211
General Administration	
Office Expense	9,470
Telephone	6,209
Postage	3,035
Printing	830
Subscriptions & Publications	1,000
Legal & Accounting	13,891
Community Relation	9,234
Mileage, Parking & Travel	2,544
Promo & Advertising	4,492
Scholarships	50
Training	2,550
Festival	2,033
Program Guide/Viewfinder	3,153
Total General Administration	58,491

# SACRAMENTO COMMUNITY CABLE FOUNDATION DBA ACCESS SACRAMENTO A California Nonprofit Organization

# STATEMENT OF ACTIVITY FOR THE YEAR ENDED JUNE 30, 2010

	Total
	Unrestricted
Production	
Tape Stock	1,918
Truck Expense	10,067
Maintenance, Parts, etc.	10,052
Total Production	22,037
In-Kind	
Video Streaming and Internet Services	13,320
Equipment	
Depreciation	56,189
Other	1,764
Total Equipment	<u>57,953</u>
Total expenses	<u>714,816</u>
Increase (decrease) in net assets	<u>\$(50,986)</u>

# A California Nonprofit Organization

# STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED JUNE 30, 2010

UNRESTRICTED NET ASSETS, BEGINNING OF YEAR	\$401,507
DECREASE IN NET ASSETS, CURRENT YEAR	_(50,986)
TOTAL NET ASSETS. END OF YEAR	\$350.521

See accountants' review report and notes to financial statements.

- 6 SACRAMENTO COMMUNITY CABLE FOUNDATION
DBA ACCESS SACRAMENTO`
A California Nonprofit Organization

# STATEMENT OF CASH FLOW FOR THE YEAR ENDED JUNE 30, 2010

CASH FLOWS FROM OPERATING ACTIVITIES	
Increase (decrease) in unrestricted net assets	\$ (50,986)
Adjustments to reconcile increase in unrestricted net	
Assets to net cash provided by operating activities	
Depreciation	56,189
Increase (decrease) in accounts payable	(5,999)
Increase (decrease) in accrued vacation	544
Net cash provided by operating activities	(252)
CASH FLOWS FROM INVESTING ACTIVITIES	
Purchase of fixed assets	(34,271)
	<u> (8 1,2 1 1)</u>
Net decrease in cash	(34,523)
CASH, BEGINNING OF YEAR	268,526
CASH, END OF YEAR	<u>\$234,003</u>

See accountants' review report and notes to financial statements.

- 7 -

### NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### General

Sacramento Community Cable Foundation dba Access Sacramento (the Foundation) is a publicly supported organization, incorporated in 1985. The Foundation's objective is to support, manage, produce and distribute noncommercial, community-based media programs in the Sacramento area. In addition, the Foundation operates a computer media lab that provides digital production and editing assistance as well as computer media and web design classes to the public in the Sacramento area. The Media Lab's main source of support is from fundraising, grants, and membership fees.

### **Basis of Accounting**

The accounts of the Foundation are maintained on the basis of cash receipts and disbursements; however, the accompanying financial statements have been adjusted to reflect the accrual basis of accounting.

#### Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts and disclosures. According, actual results could differ from those estimates.

#### **Income Taxes**

Since the Foundation is exempt from federal and state income tax liability, no provision is made for current or deferred income taxes. The Foundation uses the same accounting methods for tax and financial reporting.

GAAP provides accounting and disclosure guidance about positions taken by an organization in its tax returns that might be uncertain. Management has considered it tax positions and believes that all of the positions taken by the Foundation in its federal and state exempt organization tax returns are more likely that not to be sustained upon examination. The Foundation's returns for years ended June 30, 2007, 2008, and 2009, are subject to examination by federal and state taxing authorities, generally for three years after they are filed.

#### Furniture and Equipment

Furniture and equipment purchased by the Foundation are recorded at cost. The Foundation uses the straight-line method in computing depreciation over the estimated useful lives of the assets.

### **Financial Statement Presentation**

Under GAAP, the Foundation is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. In addition, the Foundation is required to present a statement of cash flows. There were no permanently or temporarily restricted net assets at June 30, 2010.

### NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### Cash and Cash Equivalents

For purposes of statement of financial position presentation and reporting of cash flows, the Foundation considers all unrestricted demand deposits, money market funds and highly liquid debt instruments with a maturity of less than 90 days to be cash and cash equivalents.

#### Contributions

In accordance with GAAP, contributions to be received in the future are to be recorded at their present value.

The Foundation has received video streaming services and hosting of some on-line, on demand video programming services from Video Streaming Services Company at no cost. The Foundation has recorded an in-kind donation and related expense of \$13,320 for the year ended June 30, 2010 for these in-kind services.

#### **Functional Expense Reporting**

The cost of providing the foundation's programs have been summarized by natural classification in the financial statements. Based on estimates developed by management, the cost of program services was \$xxx,xxx, the cost of support services was \$xxx.xxx, and the total expenses were \$xxx,xxx

#### NOTE 2 - OPERATING LEASE COMMITMENT

Year ended June 30

The Foundation leases office and production space under a non-cancelable operating lease expiring in October 2012. Rent expense for the twelve months ended June 30, 2010 was \$41,259. Future minimum rental payments under this operating lease are as follows:

Minimum Rental Payment

	ř
2011	\$44,640
2012	44,640
2013	14,808
	\$ 104,088

#### A California Nonprofit Organization

## NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

#### NOTE 3 - CONCENTRATION OF RISK

The Foundations maintains its cash in bank accounts that, at times, may not be covered by federal insurance. The Foundation has not experienced any losses in such accounts. Management believe the Foundation is not exposed to any significant credit risks related to cash.

Approximately 71% of the Foundation's revenues were provided by one grantor, the Sacramento Metropolitan Cable Television Commission. The Foundation received a \$471,532 grant from SMCTC for the year ended June 30, 2010.

#### NOTE 4 - RETIREMENT PLAN

The Foundation adopted the Access Sacramento 403(b) retirement plan. The Foundation's contributions are 5% of the annual salary of eligible employees. During the year ended June 30, 2010, the Foundation's contributions to the plan were \$9,848.

#### NOTE 5 - CASH - RESERVE FUNDS

The Foundation has restricted these funds for emergency purposes as defined by the Board of Directors. These funds are held with unencumbered funds in the Foundation's cash accounts.

#### NOTE 6 – FIXED ASSETS

The following is a summary of the foundations fixed assets as of June 30, 2010.

Description	Useful Life	Amount
Production Vans	5 years	\$ 56,641
Production and Office Equipment	5 to 10 years	<u>774,021</u>
Total Fixed Assets		830,662
Less Accumulated Depreciation		695,809
Net Fixed Assets		<u>\$134,853</u>

## NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

#### NOTE 4 - RETIREMENT PLAN

The Company adopted the TruePoint Solutions 401(k) retirement plan.

#### NOTE 7 – COMPENSATED ABSENSES

The Foundation has paid vacation and sick leave policy based on length of employment and other factors. The expense and related liability is recognized as the benefit accrues to the employee under the paid vacation policy. The paid sick leave policy is nonvesting and no expense or liability is recorded.

### NOTE 8 – SUBSEQUENT EVENTS

In preparing these financial statements, Sacramento Community Cable Foundation, dba Access Sacramento has evaluated events and transactions for potential recognition or disclosure through November 2, 2010, the date the financial statements were available to be issued.