

Public Access Community Television
FY15 Financials
October 2014-April 2015

PRELIMINARY PRELIMINARY PRELIMINARY PRELIMINARY PRELIMINARY PRELIMINARY PRELIMINARY PRELIMINARY PRELIMINARY PRELIMINARY										
Annual Budget		Oct14 Actuals	Nov14 Actuals	Dec14 Actuals	Jan15 Actuals	Feb15 Actuals	Mar15 Actuals	Apr15 Actuals		
Income										
Funding - COA/Operating		450,000.00	37,500.00	37,500.00	37,500.00	37,500.00	37,500.00	37,500.00	37,500.00	37,500.00
Funding - COA/Equip Repair/Replace		3,053.00	166.00	-	285.00	-	-	-	-	-
Funding - COA/Utilities		12,000.00	-	-	-	-	-	-	-	-
Total COA Funding		465,053.00	37,666.00	37,500.00	37,785.00	37,500.00	37,500.00	37,500.00	37,500.00	37,500.00
Funding - channelAustin Services										
Membership/Training/Series		45,500.00	4,500.00	5,235.00	3,118.29	3,915.00	8,245.00	7,485.00	3,538.00	-
School of New Media Seminars		1,850.00	-	-	-	-	-	-	-	-
Funding - 78702 Media Production										
Rentals		-	-	-	-	500.00	1,000.00	-	-	-
Production		3,820.00	3,820.00	1,820.00	8,605.00	4,390.00	12,336.00	20,324.00	2,820.00	2,820.00
Total 78702 Media Production		55,000.00	3,820.00	1,820.00	8,605.00	4,890.00	13,336.00	20,324.00	2,820.00	2,820.00
Funding - iYouth										
iYouth Donations		1,000.00	-	-	-	-	-	-	-	-
Camps/Workshops/Tours		3,500.00	-	-	-	-	335.00	-	250.00	-
COA Cultural Arts Grant		20,800.00	-	-	-	-	12,480.00	6,240.00	-	-
iYouth FF and Bootcamp		3,000.00	-	-	-	-	-	-	-	525.00
Total iYouth Income		28,300.00	-	-	-	-	12,815.00	6,240.00	775.00	775.00
Funding - Other Programs										
Funding - Other Programs		1,500.00	-	-	-	-	-	-	-	-
Funding - Other										
Interest Income		100.00	-	16.54	30.76	25.79	28.75	37.52	27.04	27.04
Board Fundraising		1,000.00	-	-	-	-	-	-	-	-
Fundraising/Donations		1,500.00	200.00	-	-	-	500.00	500.00	350.00	350.00
Total Other Funding		2,600.00	200.00	16.54	30.76	25.79	528.75	537.52	377.04	377.04
Total Income		599,803.00	46,186.00	44,571.54	49,539.05	46,330.79	72,424.75	72,086.52	45,010.04	45,010.04

Public Access Community Television
FY15 Financials
October 2014-April 2015

Annual Budget Oct14 Actuals Nov14 Actuals Dec14 Actuals Jan15 Actuals Feb15 Actuals Mar15 Actuals Apr15 Actuals

Expense								
COA Operating Expense (COA Funds Only)								
Salaries - Public Access	345,000.00	27,585.00	28,092.99	27,865.24	27,949.32	29,281.36	27,291.79	27,402.58
Payroll Taxes - Public Access	26,395.00	2,110.48	2,149.11	2,131.69	2,012.55	2,240.04	2,080.93	2,096.30
Salaries - Production	0.00	591.00	303.01	651.76	723.68	820.64	1,702.21	575.42
Payroll Taxes - Production	0.00	45.00	23.18	49.86	55.36	62.78	137.10	44.02
Emp Insurance	40,340.00	2,587.20	2,587.20	2,879.25	2,879.25	2,879.25	2,879.25	2,879.25
Janitorial	11,000.00	762.35	797.00	797.00	797.00	2,481.80	797.00	797.00
Utilities	27,765.00	2,618.33	2,043.05	2,170.81	1,833.26	2,184.58	2,056.41	2,050.55
Worker's Comp/Liability Insurance	11,000.00	7,888.50	-	(355.00)	(225.00)	1,314.00	3,349.50	-
Accounting (Indep Audit)	7,550.00	-	-	7,550.00	-	-	-	-
COA Equipment Repair/Replace	3,053.00	166.00	-	285.00	-	-	-	-
Total COA Operating Expense	472,103.00	44,353.86	35,995.54	44,025.61	36,025.42	41,264.45	40,294.19	35,845.12
channel/Austin Expense								
Accrued Vacation Expense	2,500.00	-	-	-	-	-	-	-
Advertising and Promotion	1,750.00	65.99	125.94	-	165.99	24.95	25.00	25.00
Awards/Hosting	1,000.00	-	-	-	-	-	-	-
Bank Charges (DD and Paypal)	3,000.00	270.77	179.14	166.31	384.94	403.81	274.53	136.20
Contract Wages - Trainers	8,100.00	200.00	472.50	-	-	305.00	1,092.50	510.00
Marketing/Outreach Development	15,000.00	-	-	-	2,000.00	-	-	-
School of New Media Development	15,000.00	-	-	-	500.00	-	-	-
Postage and Shipping	250.00	45.08	235.27	-	-	-	-	-
Dues and Subscriptions	1,000.00	50.00	220.00	-	-	-	-	-
Legal and Professional	5,000.00	-	275.00	-	710.00	-	-	-
Depreciation Expense	0.00	-	-	-	-	-	-	-
Office Supplies	5,200.00	507.07	443.22	12.07	12.03	(166.25)	21.93	30.92
Printing	1,000.00	-	203.20	-	-	-	-	-
78702 Media Production Expense	10,000.00	590.51	764.56	882.98	979.13	1,645.19	2,375.21	1,259.09
Youth Expense								
Camps/Workshops/Tours	1,500.00	55.00	-	-	-	-	-	156.00
Cultural Arts Grant Expenses	26,900.00	55.00	231.00	1,154.00	288.00	1,127.47	2,560.00	2,878.25
Other Programs Expense	500.00	-	-	-	-	-	-	-

Public Access Community Television
FY15 Financials
October 2014-April 2015

	Annual Budget	Oct14 Actuals	Nov14 Actuals	Dec14 Actuals	Jan15 Actuals	Feb15 Actuals	Mar15 Actuals	Apr15 Actuals
Recording Media (CD, DVD)	500.00	-	-	-	-	-	-	-
Equip Rental/Maintenance	5,500.00	414.24	414.24	414.24	414.24	414.24	571.69	414.24
Telecommunications	6,000.00	685.18	525.49	527.45	545.62	528.28	528.04	528.04
Travel	3,000.00	-	-	-	-	-	-	-
TX Unemployment Expense	10,000.00	-	-	-	-	1,748.00	-	-
Staff/Board Development	5,000.00	50.00	25.00	211.00	935.09	-	-	-
Total channelAustin Expen	127,700.00	2,988.84	4,114.56	3,368.05	6,935.04	6,030.69	7,448.90	5,937.74
Total Expense	599,803.00	47,342.70	40,110.10	47,393.66	42,960.46	47,295.14	47,743.09	41,782.86

Public Access Community Television
FY15 Financials
October 2014-April 2015

	PRELIMINARY		
	YTD	Budget Remaining	% Budget
Income			
Funding - COA/Operating	262,500.00	187,500.00	58%
Funding - COA/Equip Repair/Replace	451.00	2,602.00	15%
Funding - COA/Utilities	-	12,000.00	0%
Total COA Funding	262,951.00	202,102.00	57%
Funding - channelAustin Services			
Membership/Training/Series	36,036.29	9,463.71	79%
School of New Media Seminars	-	1,850.00	0%
Funding - 78702 Media Production			
Rentals	1,500.00		
Production	54,115.00		
Total 78702 Media Production	55,615.00	(615.00)	101%
Funding - iYouth			
iYouth Donations			
Camps/Workshops/Tours			
COA Cultural Arts Grant			
iYouth FF and Bootcamp			
Total iYouth Income	19,830.00	8,470.00	70%
Funding - Other Programs			
	-	1,500.00	0%
Funding - Other			
Interest Income	166.40	332.80	NA
Board Fundraising	-	1,000.00	0%
Fundraising/Donations	1,550.00	(50.00)	103%
Total Other Funding	1,716.40	1,282.80	NA
Total Income	376,148.69	223,654.31	63%

Public Access Community Television
FY15 Financials
October 2014-April 2015

	YTD	Budget Remaining	% Budget
Expense			
COA Operating Expense (COA Funds)			
Salaries - Public Access	195,468.28	149,531.72	57%
Payroll Taxes - Public Access	14,821.10	11,573.90	56%
Salaries - Production	5,367.72	(5,367.72)	NA
Payroll Taxes - Production	417.30	(417.30)	NA
Emp Insurance	19,570.65	20,769.35	49%
Janitorial	7,229.15	3,770.85	66%
Utilities	14,956.99	12,808.01	54%
Worker's Comp/Liability Insurance	11,972.00	(972.00)	109%
Accounting (Indep Audit)	7,550.00	-	100%
COA Equipment Repair/Replace	451.00	2,602.00	NA
Total COA Operating Expense	277,804.19	194,298.81	59%
channelAustin Expense			
Accrued Vacation Expense	-	-	NA
Advertising and Promotion	432.87	1,317.13	25%
Awards/Hosting	-	1,000.00	0%
Bank Charges (DD and Paypal)	1,815.70	1,184.30	61%
Contract Wages - Trainers	2,580.00	5,520.00	32%
Marketing/Outreach Development	2,000.00	13,000.00	NA
School of New Media Development	500.00	14,500.00	NA
Postage and Shipping	280.35	(30.35)	112%
Dues and Subscriptions	270.00	730.00	27%
Legal and Professional	985.00	4,015.00	20%
Depreciation Expense	-	-	NA
Office Supplies	860.99	4,339.01	17%
Printing	203.20	796.80	20%
76702 Media Production Expense	8,496.67	1,503.33	NA
Youth Expense			
Camps/Workshops/Tours	211.00	1,289.00	14%
Cultural Arts Grant Expense	8,293.72	18,606.28	31%
Other Programs Expense	-	500.00	0%

Public Access Community Television
FY15 Financials
October 2014-April 2015

	YTD	Budget Remaining	% Budget
Recording Media (CD, DVD)	-	500.00	0%
Equip Rental/Maintenance	3,057.13	2,442.87	56%
Telecommunications	3,868.10	2,131.90	64%
Travel	-	3,000.00	0%
TX Unemployment Expense	1,748.00	8,252.00	NA
Staff/Board Development	1,221.09	3,778.91	24%
Total channelAustin Expen	36,823.82	88,376.18	29%
Total Expense	314,628.01	282,674.99	52%

To: channelAustin Board of Directors
From: Stefan Wray, General Manager and Linda Litowsky, Executive Director
Date: May 18, 2015
Re: Monthly Report to the Board with April Data & Information

In April, much of channelAustin management's time was devoted to writing our proposal in response to the RFP for the next management contract period that begins on October 1, 2015.

channelAustin submitted its proposal on the due date, April 30. On that day we learned that 3 other organizations submitted proposals: Austin Film Society, AMAC, and Huston-Tillotson University.

As of this writing, we have no information about the City's timeline for proposal review. Our best guess still is that we'll learn more by the end of June. Until then we are proceeding with business as usual.

In April there was progress on the studio lighting grid upgrade plan to outfit studios with energy efficient LED lighting instruments. The Purchasing office has selected a vendor. Work will likely proceed on this in August. When complete the facility should see cost reductions in electricity and replacement bulbs.

Meanwhile channelAustin is still waiting for the Purchasing office to process the bulk of our FY2015 capital equipment purchases. The request has to go to City Council.

Activity report through April 30, 2015.

Intro

	Jan	Feb	Mar	Apr
# Attending Intro	18	33	9	16

mediaArtists

	Jan	Feb	Mar	Apr
# Joining New	5	15	10	5
# Renewals	6	6	8	4

In April, the number of people attending Intro climbed back up from a low in March. And in April there were 5 people joining new, down from 15 in February and 10 in March.

As of May 8, there are 185 mediaArtists. This number is slightly down from 187 on April 9.

Courses

	Jan	Feb	Mar	Apr
# Classes offered	8	8	9	7
# Classes held	8	8	8	5
# Attendees	28	32	45	19

Number of classes held dropped a bit in April. The core classes all made: Intro, TV101, mA:field, but there weren't enough sign-ups for the Final Cut Pro class or the new Premiere Pro class.

Programming Report for April 2015
Doug Gray, Programming Director

In April, 149 files were submitted and 132 of those have aired. 32 of the 149 files are out of area content and 117 files contain local content. channelAustin received 3 new Series applications to bring the Spring 2015 application total to 60. 53 of the 60 applicants are currently submitting content and have a Series in good standing.

channelAustin went live from the Earth Day celebration at Mueller Hanger on Airport Blvd. on April 18th for 1.5 hours. channelAustin filmed a talk show that included Austin Mayor Steve Adler, Head of Austin Google Fiber Mark Strama and several other important figures in the community.

Charles Wright has been training with the TelVue playback system and is now currently helping to program non-series content on channel 11, filler in between shows for all 3 channels and adult content during the hours of midnight - 4am on channels 10 and 16. This will help the Programming Director keep the channels programmed out far enough when busy training or working on productions. Charles will continue to learn how to do all the duties in the programming department and will take on some more duties as he becomes more comfortable with them.

Technology Report for April 2015 March
Brian Blake, IT Director

IT issues

- Worked with CTM on Internet speed upgrade.
- Setup two new workstations. An iYouth & Intern.
- COA IT assessment BID meeting.
- Note new laptop Thunderbolt connections not working with ScanDo in main/mini & write up plan to move to HDMI.
- Updates to older laptops, provide one to programming for continued studio use.
- Re-setup the channelAustin wireless.
- Solve issue with iYouth Photoshop, by upgrading to CS6.
- Setup iYouth iPads.

Other issues

- COA meetings with lighting vendor.
- mA management including violation, meeting & suspension.
- Provide advice on Technology plan for RFP.
- Work with EQ staff on managed boot of TelVue server to restore playback, several times.
- Work with vendor TelVue on systems new & old.
- Lighting various channelAustin & O2 Media events.
- Assist programming with DL of DemNOW! Including cook & routing.
- Monitor PEG signals on AT&T U-Verse & alert same on errors.
- Fire Alarm, fault in system. Called in vendor.

78702 media Report for April 2015
Linda Litowsky, Executive Producer

AprilFest

On April 1st, we were proud to provide 2 ½ hours of live programming featuring 10 nonprofits. We loved showing off the Friends of Minis (horses) VSA Texas (our competitor for the Impact Austin grant), and other who appeared on live television to ask for help supporting their organizations. There was food and drink for all, music and songs, and 3 mini horses. This event was in place of our intended AmpliFest which was cancelled due to inclement weather.

AGE of Central Texas

78702 media was asked for the second year in a row to produce a promotional piece for the nonprofit, AGE of Central Texas. You may remember we were asked last year because of the Executive Director's involvement in our AmpliFest where she was impressed with our professionalism that led to the first production.

This year we shot Ed's Story, a gentleman featured in last year's video with early onset Alzheimer's. We shot Ed with 4 cameras that allowed us to lessen his stress by only having to be interviewed for a short time but providing us with 4 separate camera angles for the piece and much to choose from for the edit. The lighting was exquisite, compliments of Orlando Lopez' attendance at a professional cinematographer's workshop. AGE was very happy with the finished product and we have another gorgeous promo to add to our demo reel.

Retiring Well With Michael Reese

We completed our monthly production with Michael Reese's financial cable show that airs in Michigan.

Trans-Media Meet-up

We were thrilled to host the monthly trans-media meet-up group here at channelAustin on a Wednesday night when we are normally closed to the public. Ashley Dillard, our FCP and Premiere Instructor is in charge of this group and was very happy to have the use of the main studio as a venue to show case web series created by women. This screening was well attended by more than 50 people and is a wonderful way to use this space as a remarkable community media center.

78702 media Goes To McAllen

The crew of 78702 media were excited to spend 2 days on location in McAllen, Texas for the on-going Texas Statewide Independent Living Council's (TX SILC) documentary about how they are working the Texas DOT grant they received to study transportation for people with disabilities in small urban and rural areas.

We shot at the Rio Grande Valley's Independent Living Center, where the Executive Director demonstrated various services the center offered, as well as a Public Forum for people with disabilities to share their stories about issues with public transit. We shot 2 men's personal stories about their dealings with Public Transit and had a very good time on the road. The crew were awesome.

Earth Day

Following the McAllen shoot, we were all back out again at the Earth Day festivities at Mueller to shoot a 70s style talk show partnered with Shades of Green from KOOP Radio. channelAustin carried the 1-hour talk show live, and though there were some issues with the sound (not our responsibility) the

production went off very well. We look to continue the partnership and to help a coalition of environmental groups who wish to do a monthly public access show here at channelAustin.

Dripping Springs Ollas

78702 media again went on location to film a 1-minute small business promo for Dripping Springs Ollas. It was a gorgeous setting in the pristine hill country where a marine's wife finally got to build the home of her dreams and start a business all at the same time. This ancient form of irrigation was an interesting story in a beautiful setting and will make another excellent example of the work O2 media does, especially exterior lighting.

Impact Austin Site Visit

One of the biggest events of the month was the Impact Austin Site Visit by 14 members. channelAustin staff – and Tony – did an awesome job demonstrating to our visitors what is so unique and amazing about this resource. From actual interviews in the mini studio, to a complete equipment demonstration and accompanying illustrative videos, staff did a great job sharing their passion and professionalism.

The tour lasted 1 hour and then the women broke into 4 groups to interview the Executive Director, Financial Manager, Board Chair and Program Director for the 2nd hour. Many of the women shared that this was the best site visit ever and it gave me the idea that this kind of tour with all staff participating might be the best way to provide new board member orientations. This site visit moved the iShare Oral History Project to the final 2 with a presentation to the membership scheduled for June 8th.

Ayata Production

We worked again with Ayata, Prescriptive Analytics to finish the Dick Stoneburner videos from last summer and to produce 4 new videos, along with white board animation and after effects.

Miscellaneous

We turned in the 2016 Cultural Arts grant for next year's Austin Youth Film Festival and Filmmakers Boot Camp, as well as the RFP.

Linda was honored to give a presentation to the West Austin Rotary Club. Someone had heard Linda's talk to the Metropolitan Breakfast Club in December and asked her to speak about the importance of video for small businesses.

Linda met with:

- Aryn Hughes to find ways to partner with her self-produced movie about sex in the 60s and also to help her produce women's content
- Chris Watkins for production for BB Imaging
- Elisa Torres to schedule her "Froggin" promo

iYouth Media Institute Report for April 2015
Linda Litowsky, Executive Director

Custom Birthday Party

The iYouth Media Institute hosted its first ever, customized birthday party for 13 year old Chloe and 5 of her closest friends. Thanks to Grace, Kris and Kayla with help from intern Lindsey and Linda, the girls ate pizza, birthday cupcakes and load of sweet and salty snacks, while brainstorming ideas for Chloe's personal movie.

The choice was a spoof of Harry Potter and with the magic of blue screen and some well illustrated Hogwart's backgrounds, the teens were able to produce a 4-minute movie overnight, complete with DVD duplications and high-end graphics. The sleep over was a bit tough on our older selves, but the girls and their families all seemed to enjoy it very much.

Austin Youth Film Festival Deadline: 90 submissions! 74 in 2014, 52 in 2013 and 35 in 2012.

The following are the presentations given to inform the students about the iYouth Media Institute's Austin Youth Film Festival and the Filmmakers Boot Camp:

- Khabele School
- Hill Country Christian School
- Vista Ridge High School
- Garza High School
- Cedar Ridge High School
- Pflugerville High School
- Katherine Anne Porter School

Meetings with:

- American Youthworks to try to work out an internship program for their students
- Ann Richards School for Young Women Leaders to share internship opportunities

channelAustin Board Meeting Minutes

Meeting conducted by phone

Meeting Date: Monday, April 27, 2014
Board Directors: Alvarado, Coleman, Harrington
Staff: Litowsky, Wray
Guests: Lewis, COA Contract Manager

1. Call to Order On Phone: Meeting called to order at 7:11 PM by Chair Alvarado.
2. Review & Approve Agenda. Coleman moved to approve the agenda. Harrington seconded. Approved 3 to 0.
3. Approve March 23, 2015 Board Meeting Minutes. Harrington moved to approve the minutes. Coleman seconded. Approved 3 to 0.
4. Financial Report through March 2015: Noticed an error with the report date on the agenda. Coleman moved to change the report date on the agenda from February to March. Harrington seconded. Approved 3 to 0. Litowsky presented the financials. Noted that at the 6-month point, 78702 production revenue generation is at 96%. Brief discussion about whether there are items off the mark either positive or negative. Discussion about board contributions.
5. Executive Director/General Manager Reports. Wray presented the 6-month report that was prepared for channelAustin's contract manager at the City. Question about 78702 media and marketing. Presentation of March monthly report. Discussion of Impact Austin grant.
6. RFP Response Status. Brief update of status given.
7. Adjourn. Move to adjourn by Harrington. Coleman seconded. Adjourned at 8:10 PM.