



East Kingston Public Library
Treasurer's Report

August 2021

Transaction - Last month

8/1/2021 through 8/31/2021

9/26/2021

Page 1

Date	Account	Num	Description	Memo	Category	Tag	Tax Item	Clr	Amount
BALANCE 7/31/2021									-339,597.10
8/3/2021	Checking	Tans	Monthly Ex...	Monthly E...	[Public Fun...			R	2,437.67
8/3/2021	Checking		Square We...					R	-120.00
8/8/2021	Checking	3602	...Baker & Ta...	video	--Split--	--Split--	--Split--	R	-314.64
8/9/2021	Checking	3603	Kanopy	video	MEDIA				-78.00
8/9/2021	Checking	3604	Book Syste...		SUPPLIES ...			R	-520.00
8/9/2021	Checking	debit	Amazon	clear cont...	SUPPLIES ...			R	-78.73
8/9/2021	Checking	debit	Amazon	clear cont...	SUPPLIES ...			R	-84.99
8/9/2021	Checking	debit	Amazon	labels	SUPPLIES ...			R	-31.55
8/9/2021	Checking	debit	Amazon	labels	MEDIA:Chil...			R	-12.40
8/9/2021	Checking	debit	Uline	bankers b...	SUPPLIES ...			R	-63.38
8/10/2021	Checking		Cricket Media		MEDIA:Peri...			R	-21.95
8/10/2021	Checking		Cricket Media		MEDIA:Peri...			R	-21.95
8/10/2021	Checking	debit	Cricket Media		MEDIA:Peri...			R	-21.95
8/17/2021	Checking	debit	Great Amer...	copier	SUPPLIES ...			R	-99.00
8/17/2021	Checking	debit	Junior Libra...		MEDIA:Chil...			R	-160.95
8/19/2021	Checking	debit	Consolidate...	phone	SUPPLIES ...			R	-108.08
8/20/2021	Checking	3605	...Baker & Ta...	media	--Split--	--Split--	--Split--	R	-1,197.18
8/20/2021	Checking	3606	Treasurer S...	water test	BUILDING ...				-150.00
8/20/2021	Checking	3607	Jeremy D'E...	lighthouse...	PROGRAM...			R	-200.00
8/21/2021	Checking	DEP	NH Hum. C...		PROGRAM...			R	200.00
8/23/2021	Checking	debit	Amazon	book	MEDIA:Adu...			R	-14.69
8/23/2021	Checking	debit	Amazon	book	MEDIA:Adu...			R	-29.00
8/25/2021	Checking	debit	Amazon	books	MEDIA:Adu...			R	-66.10
8/25/2021	Checking	debit	Amazon	books	MEDIA:Adu...				-51.12
8/25/2021	Checking	debit	Hampstead...	water hoo...	BUILDING ...			R	-160.00
8/25/2021	Checking	3608	Tracy Wald...	milage to ...	BUILDING ...				-64.40
8/3/2021	Public Funds		Monthly Ex...	Monthly E...	[Checking]			R	-2,437.67
8/21/2021	Public Funds		Orford Soci...	book repla...	MEDIA:Adu...			R	5.00
8/31/2021	Public Funds				BANK INTE...			R	0.05
8/31/2021	Restricted				BANK INTE...			R	0.04
8/31/2021	Town Supp...				PAYROLL:...				-4,966.06
8/31/2021	Town Supp...				PAYROLL:...				-3,282.70
8/31/2021	Town Supp...		Unitil		UTILITIES:...				-76.49
8/31/2021	Town Supp...				BUILDING ...				-1,637.14
8/31/2021	Unrestricted				BANK INTE...			R	0.01
8/1/2021 - 8/31/2021									-13,427.35

Transaction - Last month

8/1/2021 through 8/31/2021

9/26/2021

Date	Account	Num	Description	Memo	Category	Tag	Tax Item	Clr	Amount
BALANCE 8/31/2021									-353,024.45
TOTAL INFLOWS									2,642.77
TOTAL OUTFLOWS									-16,070.12
NET TOTAL									-13,427.35

Reconciliation Report

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			5,273.55
Checks and Payments	22	Items	<u>-4,597.12</u>
Deposits and Other Credits	2	Items	2,637.67
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			<u>3,314.10</u>

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			<u>3,314.10</u>
Checks and Payments	4	Items	-343.52
Deposits and Other Credits	0	Items	<u>0.00</u>
Register Balance as of 8/31/2021:			2,970.58
Checks and Payments	13	Items	-3,589.78
Deposits and Other Credits	1	Item	<u>2,437.67</u>
Register Ending Balance:			1,818.47

Reconciliation Report

Checking
9/26/2021

Uncleared Transaction Detail up to 8/31/2021

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
8/9/2021	3603	Kanopy	video	MEDIA		-78.00
8/20/2021	3606	Treasurer State Of NH	water test	BUILDING MAINTENANCE:Water Sy...		-150.00
8/25/2021	debit	Amazon	books	MEDIA:Adult Books		-51.12
8/25/2021	3608	Tracy Waldron	milage to concord for water	BUILDING MAINTENANCE:Water Sy...		-64.40
Total Uncleared Checks and Payments						-343.52
Uncleared Deposits and Other Credits						
Total Uncleared Deposits and Other Credits						0.00
Total Uncleared Transactions						-343.52

Banking Summary
1/1/2021 through 8/31/2021

Category	1/1/2021- 8/31/2021
INCOME	
Uncategorized	1,267.00
BANK INTEREST	
Private Funds	0.75
Public Funds	0.32
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TOTAL BANK INTEREST	1.07
DONATIONS	100.00
FEES	
Solar REC	74.00
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TOTAL FEES	81.00
TOWN SUPPORT	
Budget Assistance	22,673.50
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TOTAL TOWN SUPPORT	22,673.50
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TOTAL INCOME	24,122.57
EXPENSES	
Uncategorized	578.00
BUILDING MAINTENANCE	
Janitorial Services	360.00
Water System	374.40
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TOTAL BUILDING MAINTENANCE	9,345.17
MEDIA	
Adult Audio	202.56
Adult Books	7,770.76
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Children's Audio	24.73
Children's Books	3,180.13
Periodicals	309.71
Video	751.39
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TOTAL MEDIA	12,806.48
PAYROLL	
Director's Salary	42,177.25
Staff Salaries	28,592.93
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TOTAL PAYROLL	70,770.18
PROGRAMS	
Adult Programs	58.43
Children's Programs	735.37

Banking Summary

1/1/2021 through 8/31/2021

Category	1/1/2021- 8/31/2021
Family Programs	231.29
TOTAL PROGRAMS	1,025.09
STAFF EDUCATION	250.00
SUPPLIES and SERVICES	
Building Supplies	166.97
Library Supplies	1,924.87
Office Supplies	1,621.73
Telephone	868.44
TOTAL SUPPLIES and SERVICES	4,582.01
UTILITIES	
Electricity	-1,008.70
Propane	7,171.51
TOTAL UTILITIES	6,162.81
TOTAL EXPENSES	105,519.74
TRANSFERS	
FROM Public Funds	19,426.02
FROM Unrestricted	500.00
TO Checking	-19,926.02
TOTAL TRANSFERS	0.00
OVERALL TOTAL	-81,397.17

Banking Summary - Last month

8/1/2021 through 8/31/2021

9/26/2021

Page 1

Category	8/1/2021- 8/31/2021
INCOME	
BANK INTEREST	
Private Funds	0.05
Public Funds	0.05
TOTAL BANK INTEREST	0.10
TOTAL INCOME	0.10
 EXPENSES	
Uncategorized	120.00
BUILDING MAINTENANCE	
Water System	374.40
TOTAL BUILDING MAINTENANCE	2,011.54
MEDIA	
Adult Audio	19.24
Adult Books	1,130.29
Children's Books	376.91
Periodicals	65.85
Video	314.64
TOTAL MEDIA	1,984.93
PAYROLL	
Director's Salary	4,966.06
Staff Salaries	3,282.70
TOTAL PAYROLL	8,248.76
PROGRAMS	
Adult Programs	0.00
TOTAL PROGRAMS	0.00
SUPPLIES and SERVICES	
Library Supplies	520.00
Office Supplies	357.65
Telephone	108.08
TOTAL SUPPLIES and SERVICES	985.73
UTILITIES	
Electricity	76.49
TOTAL UTILITIES	76.49
TOTAL EXPENSES	13,427.45

Banking Summary - Last month

8/1/2021 through 8/31/2021

9/26/2021

Page 2

Category	8/1/2021- 8/31/2021
TRANSFERS	
FROM Public Funds	2,437.67
TO Checking	-2,437.67
TOTAL TRANSFERS	0.00
OVERALL TOTAL	-13,427.35