



East Kingston Public Library  
Treasurer's Report

August 2019

Account Balances - As of 10/27/2019

Account	10/27/2019 Balance
<b>Bank Accounts</b>	
Checking	148.27
Public Funds	8,795.42
Restricted	4,924.14
Town Support Ledger	-97,315.93
Unrestricted	1,287.62
<b>TOTAL Bank Accounts</b>	<b>-82,160.48</b>
<b>OVERALL TOTAL</b>	<b>-82,160.48</b>

## Banking Summary - Aug 2019

8/1/2019 through 8/31/2019

10/27/2019

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Category	8/1/2019- 8/31/2019
<b>INCOME</b>	
BANK INTEREST	
Private Funds	0.37
Public Funds	0.16
TOTAL BANK INTEREST	0.53
DONATIONS	
Conscience	117.00
TOTAL DONATIONS	117.00
FEES	
Copier and Fax	120.00
Solar REC	16.00
TOTAL FEES	136.00
<b>TOTAL INCOME</b>	<b>253.53</b>
 <b>EXPENSES</b>	
Uncategorized	0.00
BUILDING MAINTENANCE	
Janitorial Services	127.83
Lawn Service	264.00
Water System	387.95
TOTAL BUILDING MAINTENANCE	779.78
MAJOR ITEMS	4,300.00
MEDIA	
Children's Books	1,004.57
Periodicals	7.49
TOTAL MEDIA	1,012.06
PAYROLL	
Director's Salary	4,825.16
Staff Salaries	3,380.73
Taxes and Benefits (Full Time)	1,889.52
Taxes and Benefits (Part-time)	258.63
TOTAL PAYROLL	10,354.04
PROGRAMS	
Children's Programs	145.71
TOTAL PROGRAMS	275.49
SUPPLIES and SERVICES	

# Banking Summary - Aug 2019

8/1/2019 through 8/31/2019

10/27/2019

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Category	8/1/2019- 8/31/2019
Library Supplies	520.00
Office Supplies	296.75
Telephone	103.42
<b>TOTAL SUPPLIES and SERVICES</b>	<b>920.17</b>
UTILITIES	
Electricity	179.57
<b>TOTAL UTILITIES</b>	<b>179.57</b>
<b>TOTAL EXPENSES</b>	<b>17,821.11</b>
<b>TRANSFERS</b>	
FROM Public Funds	2,437.67
FROM Restricted	4,300.00
TO Checking	-6,737.67
<b>TOTAL TRANSFERS</b>	<b>0.00</b>
<b>OVERALL TOTAL</b>	<b>-17,567.58</b>

**Banking Summary**  
1/1/2019 through 8/31/2019

Category	1/1/2019- 8/31/2019
<b>INCOME</b>	
Uncategorized	23.00
<b>BANK INTEREST</b>	
Private Funds	2.44
Public Funds	1.09
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<b>TOTAL BANK INTEREST</b>	<b>3.53</b>
<b>DONATIONS</b>	
Conscience	168.99
Memorial	945.00
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<b>TOTAL DONATIONS</b>	<b>1,313.99</b>
<b>FEES</b>	
Copier and Fax	120.00
Out of Town Patron	50.00
Solar REC	27.00
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<b>TOTAL FEES</b>	<b>247.00</b>
<b>TOWN SUPPORT</b>	
Budget Assistance	22,762.50
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<b>TOTAL TOWN SUPPORT</b>	<b>22,762.50</b>
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<b>TOTAL INCOME</b>	<b>24,350.02</b>
<b>EXPENSES</b>	
Uncategorized	36.00
<b>BUILDING MAINTENANCE</b>	
Alarm Service	276.00
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Janitorial Services	1,453.09
Lawn Service	1,585.00
Snow Removal	225.00
Water System	387.95
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<b>TOTAL BUILDING MAINTENANCE</b>	<b>4,033.39</b>
<b>MAJOR ITEMS</b>	
<b>TOTAL MAJOR ITEMS</b>	<b>5,700.00</b>
<b>MEDIA</b>	
Adult Audio	660.44
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Adult Books	6,641.64
Children's Audio	85.49
Children's Books	3,437.66
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Periodicals	487.12

**Banking Summary**  
1/1/2019 through 8/31/2019

Category	1/1/2019- 8/31/2019
Video	686.08
<b>TOTAL MEDIA</b>	<b>12,951.29</b>
<b>PAYROLL</b>	
Director's Salary	43,426.44
Staff Salaries	26,571.33
Taxes and Benefits (Full Time)	15,124.24
Taxes and Benefits (Part-time)	2,032.02
<b>TOTAL PAYROLL</b>	<b>87,154.03</b>
<b>PROGRAMS</b>	<b>350.28</b>
Adult Programs	709.00
Children's Programs	664.23
Family Programs	22.70
<b>TOTAL PROGRAMS</b>	<b>1,746.21</b>
<b>STAFF EDUCATION</b>	<b>555.00</b>
<b>SUPPLIES and SERVICES</b>	
Building Supplies	373.18
Library Supplies	2,143.47
Office Supplies	1,592.15
Telephone	804.67
<b>TOTAL SUPPLIES and SERVICES</b>	<b>4,913.47</b>
<b>UTILITIES</b>	
Electricity	1,678.71
Propane	4,597.03
<b>TOTAL UTILITIES</b>	<b>6,275.74</b>
<b>TOTAL EXPENSES</b>	<b>123,365.13</b>
<b>TRANSFERS</b>	
FROM Public Funds	21,001.36
FROM Restricted	7,069.00
FROM Unrestricted	3,800.00
TO Checking	-31,870.36
<b>TOTAL TRANSFERS</b>	<b>0.00</b>
<b>OVERALL TOTAL</b>	<b>-99,015.11</b>

# Transaction - Aug 2019

8/1/2019 through 8/31/2019

10/27/2019

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Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
<b>BALANCE 7/31/2019</b>								<b>-68,287.34</b>
8/1/2019	Checking	3497	Void				R	0.00
8/5/2019	Checking	TXFRx	Public Funds		[Public Fun...		R	2,437.67
8/5/2019	Checking	3498	Epping Wel... water test		BUILDING ...		R	-80.00
8/5/2019	Checking	3499	Junior Libra...471300		MEDIA:Chil...		R	-251.14
8/5/2019	Checking	TXFR	Weebly website		SUPPLIES ...		R	-120.00
8/15/2019	Checking	3500	Zoe Sucu reimburse		PROGRAM...		R	-145.71
8/15/2019	Checking	debit	Staples office		SUPPLIES ...		R	-77.75
8/17/2019	Checking	debit	Demco summer r...		PROGRAMS		R	-129.78
8/17/2019	Checking	3501	Book Syste... support		SUPPLIES ...		R	-520.00
8/17/2019	Checking	3502	Junior Libra...471300		MEDIA:Chil...		R	-502.28
8/17/2019	Checking	debit	Consolidat... phone		SUPPLIES ...		R	-103.42
8/19/2019	Checking	debit	Beekmans mag		MEDIA:Peri...		R	-7.49
8/19/2019	Checking	debit	Great Amer... copier		SUPPLIES ...		R	-99.00
8/22/2019	Checking			LED proje... [Restricted]			R	4,300.00
8/23/2019	Checking	3503	ReVision E... LED proje...		MAJOR IT...		R	-4,300.00
8/27/2019	Checking	debit	Amazon well treat...		BUILDING ...		R	-22.95
8/5/2019	Public Funds			Monthly E... [Checking]			R	-2,437.67
8/21/2019	Public Funds				FEES:Solar...		R	16.00
8/22/2019	Public Funds				FEES:Copi...		R	120.00
8/30/2019	Public Funds				BANK INT...		R	0.16
8/19/2019	Restricted		Junior Libra...		MEDIA:Chil...		R	-251.15
8/22/2019	Restricted				[Checking]		R	-4,300.00
8/30/2019	Restricted				BANK INT...		R	0.32
8/7/2019	Town Supp...		Unitil		UTILITIES:...			-179.57
8/9/2019	Town Supp...				BUILDING ...			-73.08
8/9/2019	Town Supp...				PAYROLL:...			-2,412.58
8/13/2019	Town Supp...		Doug Barker		BUILDING ...			-285.00
8/20/2019	Town Supp...		The Yanke...		BUILDING ...			-264.00
8/23/2019	Town Supp...				BUILDING ...			-45.67
8/23/2019	Town Supp...				BUILDING ...			-9.08
8/23/2019	Town Supp...				PAYROLL:...			-3,380.73
8/23/2019	Town Supp...				PAYROLL:...			-258.63
8/23/2019	Town Supp...				PAYROLL:...			-2,412.58
8/23/2019	Town Supp...				PAYROLL:...			-908.10
8/23/2019	Town Supp...				PAYROLL:...			-981.42
8/22/2019	Unrestricted				DONATION...		R	117.00

Transaction - Aug 2019

8/1/2019 through 8/31/2019

10/27/2019

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Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
8/30/2019	Unrestricted				BANK INT...		R	0.05
<b>8/1/2019 - 8/31/2019</b>								<b>-17,567.58</b>
<b>BALANCE 8/31/2019</b>								<b>-85,854.92</b>
<b>TOTAL INFLOWS</b>								<b>6,991.20</b>
<b>TOTAL OUTFLOWS</b>								<b>-24,558.78</b>
<b>NET TOTAL</b>								<b>-17,567.58</b>



Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			1,225.51
Checks and Payments	13	Items	<u>-6,359.52</u>
Deposits and Other Credits	3	Items	6,737.67
Service Charge	0	Items	0.00
Interest Earned	0	Items	<u>0.00</u>
Ending Balance of Bank Statement:			1,603.66

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			<u>1,603.66</u>
Checks and Payments	20	Items	<u>-3,893.06</u>
Deposits and Other Credits	2	Items	<u>2,437.67</u>
Register Balance as of 10/27/2019:			148.27
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	<u>0.00</u>
Register Ending Balance:			148.27