



East Kingston Public Library  
Treasurer's Report

May 2020

## Account Balances - As of 5/31/2020

Account	5/31/2020 Balance
<b>Bank Accounts</b>	
Checking	2,912.03
Public Funds	3,126.56
Restricted	4,425.19
Town Support Ledger	-203,251.10
Unrestricted	1,961.25
<b>TOTAL Bank Accounts</b>	<b>-190,826.07</b>
<b>OVERALL TOTAL</b>	<b>-190,826.07</b>

## Banking Summary

1/1/2020 through 5/30/2020

Category	1/1/2020- 5/30/2020
<b>INCOME</b>	
Uncategorized	0.12
<b>BANK INTEREST</b>	
Private Funds	1.09
Public Funds	0.69
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<b>TOTAL BANK INTEREST</b>	<b>1.78</b>
<b>DONATIONS</b>	
Conscience	29.98
Memorial	400.00
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<b>TOTAL DONATIONS</b>	<b>729.98</b>
<b>FEES</b>	
Out of Town Patron	50.00
Solar REC	113.00
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<b>TOTAL FEES</b>	<b>163.00</b>
<b>TOWN SUPPORT</b>	
Budget Assistance	15,085.75
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<b>TOTAL TOWN SUPPORT</b>	<b>15,085.75</b>
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<b>TOTAL INCOME</b>	<b>15,980.63</b>
<b>EXPENSES</b>	
Uncategorized	246.69
<b>BUILDING MAINTENANCE</b>	
Alarm Service	228.00
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Janitorial Services	147.51
Snow Removal	95.00
Water System	250.00
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<b>TOTAL BUILDING MAINTENANCE</b>	<b>720.51</b>
<b>MAJOR ITEMS</b>	<b>-1,550.00</b>
<b>MEDIA</b>	
Adult Audio	325.14
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Adult Books	4,407.82
Children's Audio	22.66
Children's Books	1,966.63
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Periodicals	154.89
Video	841.10
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<b>TOTAL MEDIA</b>	<b>7,701.21</b>

## Banking Summary

1/1/2020 through 5/30/2020

Category	1/1/2020- 5/30/2020
<b>PAYROLL</b>	
Director's Salary	24,741.03
Staff Salaries	15,011.13
Taxes and Benefits (Full Time)	9,554.20
Taxes and Benefits (Part-time)	1,148.33
<b>TOTAL PAYROLL</b>	<b>50,454.69</b>
<b>PROGRAMS</b>	
Adult Programs	82.97
Children's Programs	257.26
<b>TOTAL PROGRAMS</b>	<b>340.23</b>
<b>STAFF EDUCATION</b>	<b>75.00</b>
<b>SUPPLIES and SERVICES</b>	<b>244.46</b>
Building Supplies	57.49
Library Supplies	1,105.99
Office Supplies	946.47
Telephone	665.38
<b>TOTAL SUPPLIES and SERVICES</b>	<b>3,019.79</b>
<b>UTILITIES</b>	
Electricity	854.70
Propane	3,998.58
<b>TOTAL UTILITIES</b>	<b>4,853.28</b>
<b>TOTAL EXPENSES</b>	<b>65,861.40</b>
<b>TRANSFERS</b>	
FROM Public Funds	13,688.35
FROM Unrestricted	1,550.00
TO Checking	-13,688.35
TO Restricted	-1,550.00
<b>TOTAL TRANSFERS</b>	<b>0.00</b>
<b>OVERALL TOTAL</b>	<b>-49,880.77</b>

## Banking Summary - May 2020

5/1/2020 through 5/31/2020

6/22/2020

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Category	5/1/2020- 5/31/2020
<b>INCOME</b>	
BANK INTEREST	
Private Funds	0.22
Public Funds	0.12
TOTAL BANK INTEREST	0.34
FEES	
Solar REC	20.00
TOTAL FEES	20.00
<b>TOTAL INCOME</b>	<b>20.34</b>
 <b>EXPENSES</b>	
MEDIA	
Adult Audio	21.00
Adult Books	148.44
Children's Audio	928.25
Children's Books	0.00
Video	264.80
TOTAL MEDIA	145.47
PAYROLL	
Director's Salary	5,368.01
Staff Salaries	3,059.38
Taxes and Benefits (Full Time)	1,988.62
Taxes and Benefits (Part-time)	234.04
TOTAL PAYROLL	10,650.05
PROGRAMS	
Adult Programs	17.97
TOTAL PROGRAMS	17.97
SUPPLIES and SERVICES	
Office Supplies	143.40
Telephone	235.80
TOTAL SUPPLIES and SERVICES	97.36
UTILITIES	
Electricity	143.36
TOTAL UTILITIES	143.36
<b>TOTAL EXPENSES</b>	<b>12,795.90</b>

# Banking Summary - May 2020

5/1/2020 through 5/31/2020

6/22/2020

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Category	5/1/2020- 5/31/2020
<b>TRANSFERS</b>	
FROM Public Funds	2,437.67
TO Checking	-2,437.67
<b>TOTAL TRANSFERS</b>	<b>0.00</b>
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<b>OVERALL TOTAL</b>	<b>-12,775.56</b>

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			3,082.30
Checks and Payments	18	Items	<u>-1,359.01</u>
Deposits and Other Credits	2	Items	2,453.67
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			<u>4,176.96</u>

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			<u>4,176.96</u>
Checks and Payments	4	Items	<u>-1,264.93</u>
Deposits and Other Credits	0	Items	0.00
Register Balance as of 5/30/2020:			2,912.03
Checks and Payments	15	Items	<u>-2,602.81</u>
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			<u>309.22</u>

MayRecon

Checking  
6/22/2020

Uncleared Transaction Detail up to 5/30/2020

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
8/2/2019	debit	Weebly	website	SUPPLIES and SERVICES:Office Su...		-120.00
4/3/2020	3548	Academy Of American Poets		MEDIA:Periodicals		-25.00
5/10/2020	3552	Kanopy	movie streaming	MEDIA		-21.00
5/13/2020	3553	Baker & Taylor	books	MEDIA:Adult Books		-1,098.93
Total Uncleared Checks and Payments					4 Items	-1,264.93
Uncleared Deposits and Other Credits						
Total Uncleared Deposits and Other Credits					0 Items	0.00
Total Uncleared Transactions					4 Items	-1,264.93



Transaction - Last month

5/1/2020 through 5/31/2020

6/22/2020

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Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
<b>BALANCE 4/30/2020</b>								<b>-178,050.51</b>
5/4/2020	Checking	TXFR	Public Funds Monthly E...	[Public Fun...			R	2,437.67
5/7/2020	Checking	debit	Heavenly D... food for la...	PROGRAM...			R	-17.97
5/7/2020	Checking	debit	Amazon		MEDIA:Video		R	-41.00
5/8/2020	Checking	debit	Amazon		MEDIA:Video		R	-26.50
5/10/2020	Checking	3552	Kanopy	movie stre...	MEDIA			-21.00
5/11/2020	Checking	debit	Daedalus		MEDIA:Adu...		R	-97.61
5/11/2020	Checking	debit	Amazon		MEDIA:Video		R	-39.00
5/13/2020	Checking	debit	Staples		SUPPLIES ...		R	-54.70
5/13/2020	Checking	debit	Great Amer... copier		SUPPLIES ...		R	-99.00
5/13/2020	Checking	debit	Consolidate...		SUPPLIES ...		R	-97.36
5/13/2020	Checking	debit	Junior Libra...		MEDIA:Chil...		R	-160.95
5/13/2020	Checking	debit	Amazon		MEDIA:Video		R	-9.99
5/13/2020	Checking	debit	Postmaster... stamps		SUPPLIES ...		R	-56.10
5/13/2020	Checking	debit	Demco	library sup...	SUPPLIES ...		R	-143.40
5/13/2020	Checking	3553	...Baker & Ta... books		--Split--	--Split--		-1,098.93
5/13/2020	Checking	debit	Amazon		MEDIA:Video		R	-18.99
5/16/2020	Checking		Turning Poi... book repla...		MEDIA:Adu...		R	16.00
5/20/2020	Checking	debit	Amazon		MEDIA:Video		R	-9.99
5/28/2020	Checking	debit	Apple		SUPPLIES ...		R	-19.00
5/29/2020	Checking	debit	Postmaster... stamps		SUPPLIES ...		R	-7.00
5/4/2020	Public Funds		Public Funds Monthly E...	[Checking]			R	-2,437.67
5/16/2020	Public Funds				FEES:Solar...		R	20.00
5/29/2020	Public Funds				BANK INTE...		R	0.12
5/29/2020	Restricted				BANK INTE...		R	0.15
5/4/2020	Town Supp...		Unitil		UTILITIES:...			-65.91
5/10/2020	Town Supp...				PAYROLL:...			-2,919.24
5/10/2020	Town Supp...				PAYROLL:...			-547.87
5/10/2020	Town Supp...				PAYROLL:...			-1,529.69
5/10/2020	Town Supp...				PAYROLL:...			-117.02
5/24/2020	Town Supp...				PAYROLL:...			-2,448.77
5/24/2020	Town Supp...				PAYROLL:...			-459.33
5/24/2020	Town Supp...				PAYROLL:...			-1,529.69
5/24/2020	Town Supp...				PAYROLL:...			-117.02
5/24/2020	Town Supp...				PAYROLL:...			-981.42
5/26/2020	Town Supp...		Unitil		UTILITIES:...			-77.45
5/29/2020	Unrestricted				BANK INTE...		R	0.07

Transaction - Last month

5/1/2020 through 5/31/2020

6/22/2020

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Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
<b>5/1/2020 - 5/31/2020</b>								<b>-12,775.56</b>
<b>BALANCE 5/31/2020</b>								<b>-190,826.07</b>
<b>TOTAL INFLOWS</b>								<b>2,474.01</b>
<b>TOTAL OUTFLOWS</b>								<b>-15,249.57</b>
<b>NET TOTAL</b>								<b>-12,775.56</b>