



East Kingston Public Library  
Treasurer's Report

December 2023

## Transaction - Last month

12/1/2023 through 12/31/2023

1/22/2024

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Date	Account	Num	Description	Memo	Category	Tag	Tax Item	Clr	Amount
<b>BALANCE 11/30/2023</b>									<b>-616,715.17</b>
12/4/2023	Checking	DEP			[Public Fun...			R	2,500.00
12/7/2023	Checking	debit	Best Buy	Router	SUPPLIES ...			R	-194.98
12/7/2023	Checking	debit	Amazon	Book	SUPPLIES ...			R	-60.00
12/11/2023	Checking	debit	Hampstea ...	water	BUILDING ...			R	-24.13
12/13/2023	Checking	debit	Junior Libra...		MEDIA:Chil...			R	-165.20
12/17/2023	Checking	debit	Great Amer...	copier	SUPPLIES ...			R	-99.00
12/18/2023	Checking	debit	NHLA	Membersh...	STAFF ED...			R	-15.00
12/20/2023	Checking	3747	Kanopy	376807	MEDIA:Video				-80.00
12/20/2023	Checking	debit	Consolidate...	November	SUPPLIES ...			R	-116.68
12/20/2023	Checking	3748	...Baker & Ta...	books	--Split--	--Split--	--Split--	R	-1,076.48
12/20/2023	Checking	3749	...Baker & Ta...	dvds	--Split--	--Split--	--Split--	R	-130.47
12/20/2023	Checking	debit	Demco	7404295	SUPPLIES ...			R	-327.49
12/20/2023	Checking	debit	Little Free L...	little free li...	SUPPLIES ...			R	-87.89
12/20/2023	Checking	debit	Aunt Flow	period pro...	SUPPLIES ...			R	-40.00
12/20/2023	Checking	debit	Amazon	T2023-12-...	SUPPLIES ...			R	-250.47
12/21/2023	Checking	debit	Walmart	gingerbre...	PROGRAMS			R	-82.11
12/28/2023	Checking	3750	Book Syste...	Scanner	SUPPLIES ...				-305.00
12/28/2023	Checking	debit	Demco	7415030	SUPPLIES ...				-119.60
12/4/2023	Public Funds				[Checking]			R	-2,500.00
12/29/2023	Public Funds				DONATIONS			R	356.00
12/29/2023	Public Funds				BANK INTE...			R	0.08
12/29/2023	Restricted				BANK INTE...			R	0.76
12/30/2023	Town Supp...				PAYROLL:...				-8,461.54
12/30/2023	Town Supp...				PAYROLL:...				-712.30
12/30/2023	Town Supp...				UTILITIES:...				-214.78
12/30/2023	Town Supp...				BUILDING ...				-948.00
12/22/2023	Unrestricted		McPhee Fa...		DONATIONS			R	50.00
12/29/2023	Unrestricted				DONATIONS			R	96.00
12/29/2023	Unrestricted				BANK INTE...			R	0.03
<b>12/1/2023 - 12/31/2023</b>									<b>-13,008.25</b>
<b>BALANCE 12/31/2023</b>									<b>-629,723.42</b>
<b>TOTAL INFLOWS</b>									<b>3,002.87</b>
<b>TOTAL OUTFLOWS</b>									<b>-16,011.12</b>

Transaction - Last month

12/1/2023 through 12/31/2023

1/22/2024

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Date	Account	Num	Description	Memo	Category	Tag	Tax Item	Clr	Amount
							<b>NET TOTAL</b>		<b>-13,008.25</b>

# Reconciliation Report

## Reconciliation Summary

### BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			2,235.44
Checks and Payments	26	Items	-5,547.96
Deposits and Other Credits	3	Items	5,000.00
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			1,687.48

### YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			1,687.48
Checks and Payments	3	Items	-504.60
Deposits and Other Credits	0	Items	0.00
Register Balance as of 12/30/2023:			1,182.88
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			1,182.88

# Reconciliation Report

Checking  
1/21/2024

## Uncleared Transaction Detail up to 12/30/2023

Date	Num	Payee	Memo	Category	Clr	Amount
<b>Uncleared Checks and Payments</b>						
12/20/2023	3747	Kanopy	376807	MEDIA:Video		-80.00
12/28/2023	debit	Demco	7415030	SUPPLIES and SERVICES:Library S...		-119.60
12/28/2023	3750	Book Systems	Scanner	SUPPLIES and SERVICES:Library S...		-305.00
<b>Total Uncleared Checks and Payments</b>						<b>-504.60</b>
<b>Uncleared Deposits and Other Credits</b>						
<b>Total Uncleared Deposits and Other Credits</b>						<b>0.00</b>
<b>Total Uncleared Transactions</b>						<b>-504.60</b>

# Banking Summary - Last year

1/1/2023 through 12/31/2023

1/22/2024

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Category	1/1/2023- 12/31/2023
<b>INCOME</b>	
BANK INTEREST	
Private Funds	9.25
Public Funds	1.25
TOTAL BANK INTEREST	10.50
DONATIONS	
Conscience	30.99
Memorial	200.00
TOTAL DONATIONS	757.99
FEES	
Out of Town Patron	150.00
Solar REC	188.75
TOTAL FEES	338.75
TOWN SUPPORT	
Budget Assistance	33,351.00
TOTAL TOWN SUPPORT	33,351.00
<b>TOTAL INCOME</b>	<b>34,458.24</b>
<b>EXPENSES</b>	
Uncategorized	0.00
BUILDING MAINTENANCE	
Water System	322.14
TOTAL BUILDING MAINTENANCE	7,985.99
MEDIA	
Adult Audio	443.21
Adult Books	10,307.58
Adult Video	952.08
Children's Books	6,914.37
Children's Video	181.40
Periodicals	128.00
Video	837.00
TOTAL MEDIA	21,591.64
PAYROLL	
Full Time	105,900.67
Part Time	13,051.49
TOTAL PAYROLL	118,952.16

## Banking Summary - Last year

1/1/2023 through 12/31/2023

1/22/2024

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Category	1/1/2023- 12/31/2023
PROGRAMS	383.30
Adult Programs	42.99
Children's Programs	376.29
Family Programs	189.90
TOTAL PROGRAMS	992.48
STAFF EDUCATION	548.95
SUPPLIES and SERVICES	997.45
Building Supplies	282.87
Library Supplies	3,395.90
Office Supplies	2,023.70
Telephone	1,292.54
TOTAL SUPPLIES and SERVICES	7,992.46
UTILITIES	
Electricity	6,109.65
Propane	2,375.80
TOTAL UTILITIES	8,485.45
<b>TOTAL EXPENSES</b>	<b>166,549.13</b>
<b>TRANSFERS</b>	
FROM Public Funds	29,500.00
TO Checking	-29,500.00
<b>TOTAL TRANSFERS</b>	<b>0.00</b>
<b>OVERALL TOTAL</b>	<b>-132,090.89</b>