



East Kingston Public Library
Treasurer's Report

January 2021

Reconciliation Report

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			2,686.54
Checks and Payments	17	Items	<u>-2,144.60</u>
Deposits and Other Credits	0	Items	0.00
Service Charge	0	Items	0.00
Interest Earned	0	Items	<u>0.00</u>
Ending Balance of Bank Statement:			541.94

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			<u>541.94</u>
Checks and Payments	2	Items	<u>-138.00</u>
Deposits and Other Credits	0	Items	<u>0.00</u>
Register Balance as of 2/22/2021:			403.94
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	<u>0.00</u>
Register Ending Balance:			403.94

Reconciliation Report

Checking
2/22/2021

Uncleared Transaction Detail up to 2/22/2021

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
8/2/2019	debit	Weebly	website	SUPPLIES and SERVICES:Office Su... MEDIA		-120.00
1/7/2021	3577	Kanopy				-18.00
Total Uncleared Checks and Payments			2	Items		-138.00
Uncleared Deposits and Other Credits						
Total Uncleared Deposits and Other Credits			0	Items		0.00
Total Uncleared Transactions			2	Items		-138.00

Banking Summary - Jan 2021

1/1/2021 through 1/31/2021

2/22/2021

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Category	1/1/2021- 1/31/2021
INCOME	
BANK INTEREST	
Private Funds	0.15
Public Funds	0.01
TOTAL BANK INTEREST	0.16
DONATIONS	100.00
FEES	-5.00
TOTAL INCOME	95.16
 EXPENSES	
BUILDING MAINTENANCE	344.90
MEDIA	103.67
Adult Audio	65.99
Adult Books	900.00
Children's Books	280.00
Periodicals	24.92
Video	119.86
TOTAL MEDIA	1,494.44
PAYROLL	
Director's Salary	4,897.54
Staff Salaries	2,491.90
TOTAL PAYROLL	7,389.44
PROGRAMS	
Children's Programs	150.55
Family Programs	14.99
TOTAL PROGRAMS	165.54
SUPPLIES and SERVICES	
Building Supplies	10.00
Library Supplies	98.32
Office Supplies	373.30
TOTAL SUPPLIES and SERVICES	481.62
UTILITIES	
Propane	2,377.34
TOTAL UTILITIES	2,377.34
TOTAL EXPENSES	12,253.28

Banking Summary - Jan 2021

1/1/2021 through 1/31/2021

2/22/2021

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Category	1/1/2021- 1/31/2021
OVERALL TOTAL	-12,158.12

Transaction - Year to Date

1/1/2021 through 2/22/2021

2/22/2021

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Date	Account	Num	Description	Memo	Category	Tag	Tax Item	Clr	Amount
BALANCE 12/31/2020									-271,747.28
1/7/2021	Checking	3577	Kanopy		MEDIA				-18.00
1/11/2021	Checking		Demco		SUPPLIES ...			R	-98.32
1/11/2021	Checking		Zoom Vide...		PROGRAM...			R	-14.99
1/12/2021	Checking		Blick		PROGRAM...			R	-20.45
1/13/2021	Checking		Postmaster...		SUPPLIES ...			R	-30.80
1/13/2021	Checking	debit	Staples	Business ...	SUPPLIES ...			R	-64.50
1/14/2021	Checking		Walmart		SUPPLIES ...			R	-179.00
1/19/2021	Checking		NH Magazine		MEDIA:Peri...			R	-14.97
1/19/2021	Checking		Daedalus		MEDIA			R	-85.67
1/19/2021	Checking		Great Amer... copier		SUPPLIES ...			R	-99.00
1/22/2021	Checking	3579	...Baker & Ta...		--Split--	--Split--	--Split--	R	-1,085.04
1/26/2021	Checking		Energy Aud... solar REC...		SUPPLIES ...			R	-10.00
1/27/2021	Checking		Amazon		MEDIA:Video			R	-19.98
1/27/2021	Checking	3578	Collaborativ...		PROGRAM...			R	-130.10
1/28/2021	Checking		Junior Libra...		MEDIA:Chil...			R	-160.95
1/28/2021	Checking		Amazon		MEDIA:Video			R	-99.88
1/28/2021	Checking	3580	Poets And ...		MEDIA:Peri...			R	-9.95
2/9/2021	Checking				[Public Fun...				2,437.67
1/29/2021	Public Funds		Bank Serv...		FEES			R	-5.00
1/29/2021	Public Funds				BANK INTE...			R	0.01
2/9/2021	Public Funds				TOWN SU...				7,498.25
2/9/2021	Public Funds				[Checking]				-2,437.67
1/29/2021	Restricted				BANK INTE...			R	0.10
1/8/2021	Town Supp...				PAYROLL:...				-2,448.77
1/8/2021	Town Supp...				PAYROLL:...				-964.25
1/22/2021	Town Supp...				PAYROLL:...				-2,448.77
1/22/2021	Town Supp...				PAYROLL:...				-1,527.65
1/22/2021	Town Supp...				UTILITIES:...				-2,377.34
1/22/2021	Town Supp...				BUILDING ...				-344.90
1/25/2021	Unrestricted				DONATIONS			R	100.00
1/31/2021	Unrestricted				BANK INTE...			R	0.05
1/1/2021 - 2/22/2021									-4,659.87

BALANCE 2/22/2021

-276,407.15

TOTAL INFLOWS

10,036.08

Transaction - Year to Date

1/1/2021 through 2/22/2021

2/22/2021

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Date	Account	Num	Description	Memo	Category	Tag	Tax Item	Clr	Amount
						TOTAL OUTFLOWS			-14,695.95
						NET TOTAL			-4,659.87