



East Kingston Public Library  
Treasurer's Report

January 2022

Transaction - Last month

1/1/2022 through 1/31/2022

2/21/2022

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Date	Account	Num	Description	Memo	Category	Tag	Tax Item	Clr	Amount
<b>BALANCE 12/31/2021</b>									<b>-399,286.19</b>
1/3/2022	Checking	debit	Quicken	yearly ren...	SUPPLIES ...			R	-51.99
1/4/2022	Checking	debit	Amazon	fish scale	SUPPLIES ...			R	-10.89
1/4/2022	Checking	debit	Amazon	trash bags	SUPPLIES ...			R	-40.09
1/9/2022	Checking	DEP	MAPFRE In...	reimb. for ...	BUILDING ...			R	455.00
1/13/2022	Checking	debit	Mother Eart...		MEDIA:Peri...			R	-12.95
1/13/2022	Checking	debit	Consolidate...	phone	SUPPLIES ...			R	-105.42
1/13/2022	Checking	debit	Ek Post Offi...	stamps	SUPPLIES ...			R	-38.20
1/13/2022	Checking	debit	Stitched In ...	diane retir...	PROGRAM...			R	-50.00
1/13/2022	Checking	debit	Spoonflower	diane gift	PROGRAM...			R	-50.00
1/14/2022	Checking	3630	...Baker & Ta...	media	--Split--	--Split--	--Split--	R	-812.41
1/14/2022	Checking	3631	...Baker & Ta...	media	--Split--	--Split--	--Split--	R	-295.62
1/17/2022	Checking	debit	Great Amer...	copier	SUPPLIES ...			R	-99.00
1/17/2022	Checking	3629	Kanopy	movie stre...	MEDIA:Video				-42.00
1/20/2022	Checking	debit	Churchill's	diane retir...	PROGRAM...			R	-39.00
1/20/2022	Checking	debit	Echo Valley	diane retir...	PROGRAM...			R	-79.95
1/24/2022	Checking	debit	Hampstead...	water bill	BUILDING ...			R	-36.44
1/25/2022	Checking	3632	Eating Well	1 yr	MEDIA:Peri...				-10.00
1/25/2022	Checking	3633	Zoobooks	1 yr	MEDIA:Peri...				-15.00
1/28/2022	Checking		Junior Libra...		MEDIA:Chil...			R	-160.95
1/18/2022	Public Funds				TOWN SU...			R	7,677.00
1/31/2022	Public Funds				BANK INTE...			R	0.03
1/31/2022	Restricted				BANK INTE...			R	0.04
1/31/2022	Town Supp...				PAYROLL:...				-4,966.06
1/31/2022	Town Supp...				PAYROLL:...				-3,705.87
1/31/2022	Town Supp...		Unitil		UTILITIES:...				-95.40
1/10/2022	Unrestricted		LeBlanc Fa...		DONATION...			R	50.00
1/10/2022	Unrestricted		Woodworth...		DONATION...			R	25.00
1/31/2022	Unrestricted				BANK INTE...			R	0.01
<b>1/1/2022 - 1/31/2022</b>									<b>-2,510.16</b>
<b>BALANCE 1/31/2022</b>									<b>-401,796.35</b>
<b>TOTAL INFLOWS</b>									<b>8,207.08</b>
<b>TOTAL OUTFLOWS</b>									<b>-10,717.24</b>

Transaction - Last month

1/1/2022 through 1/31/2022

2/21/2022

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Date	Account	Num	Description	Memo	Category	Tag	Tax Item	Clr	Amount
<b>NET TOTAL</b>									<b>-2,510.16</b>

# Reconciliation Report

Checking  
2/21/2022

## Reconciliation Summary

### BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			3,825.88
Checks and Payments	16	Items	<u>-1,908.91</u>
Deposits and Other Credits	1	Item	455.00
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			<u>2,371.97</u>

### YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			<u>2,371.97</u>
Checks and Payments	7	Items	-405.06
Deposits and Other Credits	0	Items	<u>0.00</u>
Register Balance as of 2/21/2022:			1,966.91
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	<u>0.00</u>
Register Ending Balance:			1,966.91

# Reconciliation Report

Checking  
2/21/2022

## Uncleared Transaction Detail up to 2/21/2022

Date	Num	Payee	Memo	Category	Clr	Amount
<b>Uncleared Checks and Payments</b>						
1/17/2022	3629	Kanopy	movie stream	MEDIA:Video		-42.00
1/25/2022	3632	Eating Well	1 yr	MEDIA:Periodicals		-10.00
1/25/2022	3633	Zoobooks	1 yr	MEDIA:Periodicals		-15.00
2/1/2022	3634	Kanopy	movie stream	MEDIA:Video		-25.00
2/8/2022	3635	ReVision Impact Fund	4th quarter 2021	UTILITIES:Electricity		-30.62
2/8/2022	3636	Collaborative Summer Library Program	summer readin	PROGRAMS:Children's Programs		-187.67
2/10/2022	debit	Demco	library	SUPPLIES and SERVICES:Library S...		-94.77
<b>Total Uncleared Checks and Payments</b>					7 Items	<b>-405.06</b>
<b>Uncleared Deposits and Other Credits</b>						
<b>Total Uncleared Deposits and Other Credits</b>					0 Items	0.00
<b>Total Uncleared Transactions</b>					7 Items	<b>-405.06</b>

# Banking Summary - Jan 2022

1/1/2022 through 1/31/2022

2/21/2022

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Category	1/1/2022- 1/31/2022
<b>INCOME</b>	
BANK INTEREST	
Private Funds	0.05
Public Funds	0.03
TOTAL BANK INTEREST	0.08
DONATIONS	
Conscience	75.00
TOTAL DONATIONS	75.00
TOWN SUPPORT	
Budget Assistance	7,677.00
TOTAL TOWN SUPPORT	7,677.00
<b>TOTAL INCOME</b>	<b>7,752.08</b>
<b>EXPENSES</b>	
BUILDING MAINTENANCE	
Water System	36.44
TOTAL BUILDING MAINTENANCE	-418.56
MEDIA	
Adult Audio	27.50
Adult Books	966.32
Children's Audio	0.00
Children's Books	275.16
Periodicals	37.95
Video	42.00
TOTAL MEDIA	1,348.93
PAYROLL	
Director's Salary	4,966.06
Staff Salaries	3,705.87
TOTAL PAYROLL	8,671.93
PROGRAMS	
Adult Programs	218.95
TOTAL PROGRAMS	218.95
SUPPLIES and SERVICES	
Building Supplies	50.98
Office Supplies	189.19
Telephone	105.42

## Banking Summary - Jan 2022

1/1/2022 through 1/31/2022

2/21/2022

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Category	1/1/2022- 1/31/2022
TOTAL SUPPLIES and SERVICES	345.59
UTILITIES	
Electricity	95.40
TOTAL UTILITIES	95.40
<b>TOTAL EXPENSES</b>	<b>10,262.24</b>
<b>OVERALL TOTAL</b>	<b>-2,510.16</b>