



East Kingston Public Library
Treasurer's Report

June 2020

Banking Summary - Last month

6/1/2020 through 6/30/2020

7/25/2020

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Category	6/1/2020- 6/30/2020
INCOME	
BANK INTEREST	
Private Funds	0.17
Public Funds	0.02
TOTAL BANK INTEREST	0.19
DONATIONS	100.00
TOTAL INCOME	100.19
 EXPENSES	
MEDIA	64.00
Adult Audio	142.99
Adult Books	1,285.82
Children's Audio	0.00
Children's Books	488.59
Periodicals	101.94
Video	125.04
TOTAL MEDIA	2,208.38
PAYROLL	
Director's Salary	4,897.54
Staff Salaries	3,369.38
Taxes and Benefits (Full Time)	1,900.08
Taxes and Benefits (Part-time)	257.76
TOTAL PAYROLL	10,424.76
PROGRAMS	30.00
Children's Programs	95.96
Family Programs	14.99
TOTAL PROGRAMS	140.95
STAFF EDUCATION	180.00
SUPPLIES and SERVICES	54.23
Building Supplies	100.88
Office Supplies	99.00
Telephone	97.26
TOTAL SUPPLIES and SERVICES	351.37
TOTAL EXPENSES	13,305.46

TRANSFERS

Banking Summary - Last month

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Category	6/1/2020- 6/30/2020
FROM Public Funds	2,437.67
FROM Restricted	100.00
TO Checking	-2,537.67
TOTAL TRANSFERS	0.00
OVERALL TOTAL	-13,205.27

JuneRecon

Checking
7/25/2020

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Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			4,176.96
Checks and Payments	21	Items	<u>-3,739.64</u>
Deposits and Other Credits	2	Items	2,537.67
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			<u>2,974.99</u>

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			<u>2,974.99</u>
Checks and Payments	5	Items	-405.99
Deposits and Other Credits	0	Items	<u>0.00</u>
Register Balance as of 6/30/2020:			2,569.00
Checks and Payments	9	Items	-611.60
Deposits and Other Credits	1	Item	<u>2,437.67</u>
Register Ending Balance:			4,395.07

JuneRecon

Checking
7/25/2020

Uncleared Transaction Detail up to 6/30/2020

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
8/2/2019	debit	Weebly	website	SUPPLIES and SERVICES:Office Su...		-120.00
6/17/2020	3554	Nhlt	dues	STAFF EDUCATION		-180.00
6/17/2020	3555	Kanopy	movie streaming	MEDIA		-64.00
6/17/2020	3557	Boy's Life	2 yrs	MEDIA:Periodicals		-28.00
6/17/2020	3558	Yankee Mag	1 yr	MEDIA:Periodicals		-13.99
Total Uncleared Checks and Payments					5 Items	-405.99
Uncleared Deposits and Other Credits						
Total Uncleared Deposits and Other Credits					0 Items	0.00
Total Uncleared Transactions					5 Items	-405.99

Transaction - Last month

6/1/2020 through 6/30/2020

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Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
BALANCE 5/31/2020								-190,826.07
6/3/2020	Checking			Monthly E... [Public Fun...			R	2,437.67
6/11/2020	Checking	debit	Zoom Vide...	summer r...	PROGRAM...		R	-14.99
6/11/2020	Checking	debit	Lowe's	plexiglass	SUPPLIES ...		R	-40.92
6/11/2020	Checking	debit	Water Stre...	summer r...	PROGRAMS		R	-30.00
6/11/2020	Checking	debit	Dollar Tree	summer r...	PROGRAM...		R	-13.25
6/15/2020	Checking	debit	Amazon		MEDIA:Video		R	-78.60
6/15/2020	Checking	debit	Amazon		MEDIA:Video		R	-14.96
6/16/2020	Checking	debit	Daedalus	prizes su...	PROGRAM...		R	-82.71
6/16/2020	Checking	debit	Mystery Sc...	1 yr	MEDIA:Peri...		R	-32.00
6/16/2020	Checking	debit	Bookmarks	1 yr	MEDIA:Peri...		R	-27.95
6/17/2020	Checking	3554	Nhlta	dues	STAFF ED...			-180.00
6/17/2020	Checking	3555	Kanopy	movie stre...	MEDIA			-64.00
6/17/2020	Checking	3556	...Baker & Ta...	books	--Split--	--Split--	R	-1,756.45
6/17/2020	Checking	3557	Boy's Life	2 yrs	MEDIA:Peri...			-28.00
6/17/2020	Checking	3558	Yankee Mag	1 yr	MEDIA:Peri...			-13.99
6/17/2020	Checking	debit	Consolidate...		SUPPLIES ...		R	-97.26
6/18/2020	Checking	debit	Amazon		MEDIA:Video		R	-9.99
6/19/2020	Checking	debit	Junior Libra...		MEDIA:Chil...		R	-160.95
6/19/2020	Checking	debit	Great Amer...	copier	SUPPLIES ...		R	-99.00
6/19/2020	Checking	debit	Amazon	paper bags	SUPPLIES ...		R	-24.98
6/19/2020	Checking	debit	Amazon	paper bags	SUPPLIES ...		R	-29.25
6/22/2020	Checking			for audiob...	[Restricted]		R	100.00
6/29/2020	Checking	debit	Lowe's	door knob ...	SUPPLIES ...		R	-59.96
6/29/2020	Checking	debit	Amazon		MEDIA:Video		R	-21.49
6/3/2020	Public Funds			Monthly E... [Checking]			R	-2,437.67
6/30/2020	Public Funds				BANK INTE...		R	0.02
6/22/2020	Restricted		Babbitting	for audiob...	DONATIONS		R	100.00
6/22/2020	Restricted			for audiob...	[Checking]		R	-100.00
6/30/2020	Restricted				BANK INTE...		R	0.12
6/7/2020	Town Supp...				PAYROLL:...			-2,448.77
6/7/2020	Town Supp...				PAYROLL:...			-459.33
6/7/2020	Town Supp...				PAYROLL:...			-1,655.69
6/7/2020	Town Supp...				PAYROLL:...			-126.66
6/20/2020	Town Supp...				PAYROLL:...			-2,448.77
6/20/2020	Town Supp...				PAYROLL:...			-459.33
6/20/2020	Town Supp...				PAYROLL:...			-1,713.69

Transaction - Last month

6/1/2020 through 6/30/2020

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Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
6/20/2020	Town Supp...				PAYROLL:...			-131.10
6/30/2020	Town Supp...				PAYROLL:...			-981.42
6/30/2020	Unrestricted				BANK INTE...		R	0.05
6/1/2020 - 6/30/2020								-13,205.27
BALANCE 6/30/2020								-204,031.34
TOTAL INFLOWS								2,637.86
TOTAL OUTFLOWS								-15,843.13
NET TOTAL								-13,205.27

Banking Summary
1/1/2020 through 6/30/2020

Category	1/1/2020- 6/30/2020
INCOME	
Uncategorized	0.12
BANK INTEREST	
Private Funds	1.26
Public Funds	0.71
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TOTAL BANK INTEREST	1.97
DONATIONS	
Conscience	29.98
Memorial	400.00
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TOTAL DONATIONS	829.98
FEES	
Out of Town Patron	50.00
Solar REC	113.00
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TOTAL FEES	163.00
TOWN SUPPORT	
Budget Assistance	15,085.75
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TOTAL TOWN SUPPORT	15,085.75
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TOTAL INCOME	16,080.82
 EXPENSES	
Uncategorized	246.69
BUILDING MAINTENANCE	
Alarm Service	228.00
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Janitorial Services	147.51
Snow Removal	95.00
Water System	250.00
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TOTAL BUILDING MAINTENANCE	720.51
MAJOR ITEMS	-1,550.00
MEDIA	
Adult Audio	468.13
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Adult Books	5,693.64
Children's Audio	22.66
Children's Books	2,455.22
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Periodicals	256.83
Video	966.14
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TOTAL MEDIA	9,909.59

Banking Summary

1/1/2020 through 6/30/2020

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Category	1/1/2020- 6/30/2020
PAYROLL	
Director's Salary	29,638.57
Staff Salaries	18,380.51
Taxes and Benefits (Full Time)	11,454.28
Taxes and Benefits (Part-time)	1,406.09
TOTAL PAYROLL	60,879.45
PROGRAMS	30.00
Adult Programs	82.97
Children's Programs	353.22
Family Programs	14.99
TOTAL PROGRAMS	481.18
STAFF EDUCATION	255.00
SUPPLIES and SERVICES	298.69
Building Supplies	158.37
Library Supplies	1,105.99
Office Supplies	1,045.47
Telephone	762.64
TOTAL SUPPLIES and SERVICES	3,371.16
UTILITIES	
Electricity	854.70
Propane	3,998.58
TOTAL UTILITIES	4,853.28
TOTAL EXPENSES	79,166.86
TRANSFERS	
FROM Public Funds	16,126.02
FROM Restricted	100.00
FROM Unrestricted	1,550.00
TO Checking	-16,226.02
TO Restricted	-1,550.00
TOTAL TRANSFERS	0.00
OVERALL TOTAL	-63,086.04