



East Kingston Public Library
Treasurer's Report

September 2023

Banking Summary - Last month

9/1/2023 through 9/30/2023

10/23/2023

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Category	9/1/2023- 9/30/2023
INCOME	
BANK INTEREST	
Private Funds	0.76
Public Funds	0.09
TOTAL BANK INTEREST	0.85
FEES	
Out of Town Patron	50.00
TOTAL FEES	50.00
TOWN SUPPORT	
Budget Assistance	8,457.00
TOTAL TOWN SUPPORT	8,457.00
TOTAL INCOME	8,507.85
EXPENSES	
BUILDING MAINTENANCE	
Water System	25.45
TOTAL BUILDING MAINTENANCE	1,130.57
MEDIA	
Adult Audio	25.84
Adult Books	829.98
Adult Video	13.57
Children's Books	697.40
Children's Video	0.00
Video	65.00
TOTAL MEDIA	1,631.79
PAYROLL	
Full Time	12,692.31
Part Time	1,528.32
TOTAL PAYROLL	14,220.63
PROGRAMS	
Children's Programs	283.53
TOTAL PROGRAMS	283.53
SUPPLIES and SERVICES	
Library Supplies	86.92
Office Supplies	368.22
Telephone	108.02

Banking Summary - Last month

9/1/2023 through 9/30/2023

10/23/2023

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Category	9/1/2023- 9/30/2023
TOTAL SUPPLIES and SERVICES	1,416.61
UTILITIES	
Electricity	230.63
TOTAL UTILITIES	230.63
TOTAL EXPENSES	18,939.21
TRANSFERS	
FROM Public Funds	2,500.00
TO Checking	-2,500.00
TOTAL TRANSFERS	0.00
OVERALL TOTAL	-10,431.36

Banking Summary

1/1/2023 through 9/30/2023

Category	1/1/2023- 9/30/2023
INCOME	
BANK INTEREST	
Private Funds	6.90
Public Funds	0.87
TOTAL BANK INTEREST	7.77
DONATIONS	
Conscience	27.00
Memorial	200.00
TOTAL DONATIONS	252.00
FEES	
Out of Town Patron	150.00
Solar REC	123.25
TOTAL FEES	273.25
TOWN SUPPORT	
Budget Assistance	33,351.00
TOTAL TOWN SUPPORT	33,351.00
TOTAL INCOME	33,884.02
 EXPENSES	
Uncategorized	0.00
BUILDING MAINTENANCE	
Water System	243.96
TOTAL BUILDING MAINTENANCE	6,553.38
MEDIA	
Adult Audio	259.52
Adult Books	7,586.11
Adult Video	687.05
Children's Books	4,596.05
Children's Video	113.48
Periodicals	128.00
Video	624.00
TOTAL MEDIA	15,422.21
PAYROLL	
Full Time	80,516.05
Part Time	10,937.75
TOTAL PAYROLL	91,453.80

Banking Summary

1/1/2023 through 9/30/2023

Category	1/1/2023- 9/30/2023
PROGRAMS	301.19
Adult Programs	42.99
Children's Programs	376.29
Family Programs	149.90
TOTAL PROGRAMS	870.37
STAFF EDUCATION	494.01
SUPPLIES and SERVICES	997.45
Library Supplies	2,188.12
Office Supplies	1,671.05
Telephone	952.16
TOTAL SUPPLIES and SERVICES	5,808.78
UTILITIES	
Electricity	4,949.58
Propane	2,375.80
TOTAL UTILITIES	7,325.38
TOTAL EXPENSES	127,927.93
 TRANSFERS	
FROM Public Funds	21,000.00
TO Checking	-21,000.00
TOTAL TRANSFERS	0.00
 OVERALL TOTAL	 -94,043.91

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			3,030.60
Checks and Payments	13	Items	<u>-3,823.37</u>
Deposits and Other Credits	1	Item	2,500.00
Service Charge	0	Items	0.00
Interest Earned	0	Items	<u>0.00</u>
Ending Balance of Bank Statement:			1,707.23

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			<u>1,707.23</u>
Checks and Payments	15	Items	<u>-3,167.49</u>
Deposits and Other Credits	2	Items	<u>3,500.00</u>
Register Balance as of 10/23/2023:			2,039.74
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	<u>0.00</u>
Register Ending Balance:			2,039.74

Uncleared Transaction Detail up to 10/23/2023

Date	Num	Payee	Memo	Category	Clr	Amount	
Uncleared Checks and Payments							
9/29/2023	debit	Thriftbooks	replacement copies	MEDIA:Adult Books		-16.03	
9/30/2023	debit	Staples	office supplies	SUPPLIES and SERVICES:Office Su...		-99.98	
10/2/2023	debit	Amazon	school book	STAFF EDUCATION		-39.94	
10/2/2023	debit	Amazon	trash bags	SUPPLIES and SERVICES:Library S...		-24.19	
10/12/2023	3734	Seacoast Area Libraries	Wowbrary	MEDIA		-400.00	
10/14/2023	debit	Hampstea Water	water	BUILDING MAINTENANCE:Water Sy...		-26.60	
10/16/2023	debit	Staples	office supplies	SUPPLIES and SERVICES:Office Su...		-55.65	
10/17/2023	debit	Great America	copier	SUPPLIES and SERVICES:Office Su...		-99.00	
10/19/2023	debit	Junior Library Guild	September	MEDIA:Children's Books		-165.20	
10/21/2023	debit	Consolidated Communications	September	SUPPLIES and SERVICES:Telephone		-108.02	
10/21/2023	3735	Kanopy	367683	MEDIA:Video		-52.00	
10/21/2023	3736	Smart Apple Media	ARU0359577	MEDIA:Children's Books		-195.70	
10/21/2023	3737	Lakeview Books	ARU0360310	MEDIA:Children's Books		-101.96	
10/21/2023	3738	Baker & Taylor	books	--Split--		-1,675.84	
10/21/2023	3739	Baker & Taylor	dvds	--Split--		-107.38	
Total Uncleared Checks and Payments						15 Items	-3,167.49
Uncleared Deposits and Other Credits							
10/4/2023	DEP			[Public Funds]		2,500.00	
10/23/2023	TXFR		vet bills for Watson	[Public Funds]		1,000.00	
Total Uncleared Deposits and Other Credits						2 Items	3,500.00
Total Uncleared Transactions						17 Items	332.51

Transaction - Last month

9/1/2023 through 9/30/2023

Date	Account	Num	Description	Memo	Category	Tag	Tax Item	Clr	Amount
BALANCE 8/31/2023									-581,245.08
9/1/2023	Checking	debit	Collaborate... Summer ...		PROGRAM...			R	-283.53
9/4/2023	Checking	DEP			[Public Fun...			R	2,500.00
9/6/2023	Checking	debit	Staples	office sup...	SUPPLIES ...			R	-169.24
9/6/2023	Checking	debit	Amazon	office sup...	SUPPLIES ...			R	-86.92
9/11/2023	Checking	debit	Hampstead...	water	BUILDING ...			R	-25.45
9/17/2023	Checking	debit	Great Amer...	copier	SUPPLIES ...			R	-99.00
9/19/2023	Checking	debit	Junior Libra...	September	MEDIA:Chil...			R	-165.20
9/19/2023	Checking	debit	Consolidate...	August	SUPPLIES ...			R	-108.02
9/19/2023	Checking	3730	Kanopy	363311	MEDIA:Video			R	-65.00
9/19/2023	Checking	3731	...Baker & Ta...	dvd	--Split--	--Split--	--Split--	R	-13.57
9/19/2023	Checking	3732	...Baker & Ta...	books	--Split--	--Split--	--Split--	R	-1,371.99
9/25/2023	Checking	3733	Zoe Sucu	Watson vet	SUPPLIES ...			R	-853.45
9/29/2023	Checking	debit	Thriftbooks	replaceme...	MEDIA:Adu...				-16.03
9/30/2023	Checking	debit	Staples	office sup...	SUPPLIES ...				-99.98
9/4/2023	Public Funds				[Checking]			R	-2,500.00
9/25/2023	Public Funds				TOWN SU...			R	8,457.00
9/25/2023	Public Funds		Frederick F...		FEES:Out ...			R	50.00
9/29/2023	Public Funds				BANK INTE...			R	0.09
9/29/2023	Restricted				BANK INTE...			R	0.73
9/29/2023	Unrestricted				BANK INTE...			R	0.03
9/1/2023 - 9/30/2023									5,150.47

BALANCE 9/30/2023 **-576,094.61**

TOTAL INFLOWS **11,007.85**

TOTAL OUTFLOWS **-5,857.38**

NET TOTAL **5,150.47**