



East Kingston Public Library
Treasurer's Report

April-May 2023

Banking Summary

4/1/2023 through 5/31/2023

Category	4/1/2023- 5/31/2023
INCOME	
BANK INTEREST	
Private Funds	1.54
Public Funds	0.28
TOTAL BANK INTEREST	1.82
TOTAL INCOME	1.82
EXPENSES	
Uncategorized	0.00
BUILDING MAINTENANCE	1,547.14
Water System	87.12
TOTAL BUILDING MAINTENANCE	1,634.26
MEDIA	
Adult Audio	44.00
Adult Books	2,106.52
Adult Video	106.03
Children's Books	1,209.14
Children's Video	13.59
Periodicals	49.00
Video	186.00
TOTAL MEDIA	3,714.28
PAYROLL	
Full Time	22,103.77
Part Time	2,864.91
TOTAL PAYROLL	24,968.68
PROGRAMS	
Adult Programs	-300.00
TOTAL PROGRAMS	-300.00
STAFF EDUCATION	150.00
SUPPLIES and SERVICES	
Library Supplies	286.32
Office Supplies	472.18
Telephone	208.98
TOTAL SUPPLIES and SERVICES	967.48
UTILITIES	
Electricity	2,194.46

6/25/2023

Banking Summary
4/1/2023 through 5/31/2023

Page 2

Category	4/1/2023- 5/31/2023
TOTAL UTILITIES	2,194.46
TOTAL EXPENSES	33,329.16
TRANSFERS	
FROM Public Funds	5,000.00
TO Checking	-5,000.00
TOTAL TRANSFERS	0.00
OVERALL TOTAL	-33,327.34

Transaction
4/1/2023 through 5/31/2023

Date	Account	Num	Description	Memo	Category	Tag	Tax Item	Clr	Amount
BALANCE 3/31/2023									-516,652.23
4/3/2023	Checking	debit	Staples	Business ...	SUPPLIES ...			R	-165.82
4/3/2023	Checking	debit	Hampstead...	Feb and ...	BUILDING ...			R	-60.77
4/3/2023	Checking	debit	Amazon	trustee fol...	SUPPLIES ...			R	-42.72
4/4/2023	Checking			monthly d...	[Public Fun...			R	2,500.00
4/7/2023	Checking	debit	Kearney H...	furnace ye...	BUILDING ...			R	-320.00
4/11/2023	Checking	debit	Consolidate...	march	SUPPLIES ...			R	-105.36
4/12/2023	Checking	3708	Consumer ...	1 year mag	MEDIA:Peri...			R	-29.00
4/17/2023	Checking	debit	Great Amer...	copier	SUPPLIES ...			R	-99.00
4/19/2023	Checking	debit	Junior Libra...	invoice 64...	MEDIA:Chil...			R	-165.20
4/19/2023	Checking	debit	CCI Solutions	audio cases	SUPPLIES ...			R	-144.13
4/20/2023	Checking	3707	Kanopy	343362	MEDIA:Video			R	-92.00
4/20/2023	Checking	3709	Nhlta	conference	STAFF ED...			R	-150.00
4/25/2023	Checking	3712	...Baker & Ta...	dvds	--Split--	--Split--	--Split--	R	-38.06
4/25/2023	Checking	3711	...Baker & Ta...	books	--Split--	--Split--	--Split--	R	-1,679.46
4/25/2023	Checking	3710		VOID				R	0.00
5/4/2023	Checking				[Public Fun...			R	2,500.00
5/10/2023	Checking	debit	Hampstead...	April Water	BUILDING ...			R	-26.35
5/13/2023	Checking	debit	Staples	Business ...	SUPPLIES ...			R	-65.64
5/15/2023	Checking	debit	Consolidate...	April	SUPPLIES ...			R	-103.62
5/15/2023	Checking	3713	Kanopy	movie stre...	MEDIA:Video			R	-94.00
5/15/2023	Checking	debit	Demco	7301705	SUPPLIES ...			R	-142.19
5/15/2023	Checking	3714	Smithsonia...	2 yrs	MEDIA:Peri...			R	-20.00
5/15/2023	Checking	3715	...Baker & Ta...	books	--Split--	--Split--	--Split--		-1,349.80
5/15/2023	Checking	3716	...Baker & Ta...	dvd	--Split--	--Split--	--Split--		-81.56
5/17/2023	Checking	debit	Great Amer...	copier	SUPPLIES ...			R	-99.00
5/19/2023	Checking	debit	Junior Libra...		MEDIA:Chil...			R	-165.20
4/4/2023	Public Funds			monthly d...	[Checking]			R	-2,500.00
4/28/2023	Public Funds				BANK INTE...			R	0.16
5/4/2023	Public Funds				[Checking]			c	-2,500.00
5/31/2023	Public Funds				BANK INTE...			R	0.12
4/28/2023	Restricted				BANK INTE...			R	0.74
5/31/2023	Restricted				BANK INTE...			R	0.76
4/30/2023	Town Supp...				PAYROLL:...				-13,642.23
4/30/2023	Town Supp...				PAYROLL:...				-1,694.81
4/30/2023	Town Supp...				UTILITIES:...				-709.86
4/30/2023	Town Supp...				BUILDING ...				-858.57

6/25/2023

Transaction
4/1/2023 through 5/31/2023

Page 2

Date	Account	Num	Description	Memo	Category	Tag	Tax Item	Clr	Amount
5/31/2023	Town Supp...				PAYROLL:...				-8,461.54
5/31/2023	Town Supp...				PAYROLL:...				-1,170.10
5/31/2023	Town Supp...				UTILITIES:...				-1,484.60
5/31/2023	Town Supp...				BUILDING ...				-368.57
4/19/2023	Unrestricted	DEP	NH Humani...	Jeff Warner	PROGRAM...			R	300.00
4/28/2023	Unrestricted				BANK INTE...			R	0.02
5/31/2023	Unrestricted				BANK INTE...			R	0.02
4/1/2023 - 5/31/2023									-33,327.34

BALANCE 5/31/2023 **-549,979.57**

TOTAL INFLOWS	5,301.82
TOTAL OUTFLOWS	-38,629.16
NET TOTAL	-33,327.34

Banking Summary

1/1/2023 through 5/31/2023

Category	1/1/2023- 5/31/2023
INCOME	
BANK INTEREST	
Private Funds	3.80
Public Funds	0.45
TOTAL BANK INTEREST	4.25
DONATIONS	
Conscience	27.00
TOTAL DONATIONS	52.00
FEES	
Out of Town Patron	50.00
Solar REC	59.00
TOTAL FEES	109.00
TOWN SUPPORT	
Budget Assistance	16,437.00
TOTAL TOWN SUPPORT	16,437.00
TOTAL INCOME	16,602.25
EXPENSES	
Uncategorized	0.00
BUILDING MAINTENANCE	
Water System	135.68
TOTAL BUILDING MAINTENANCE	2,900.82
MEDIA	
Adult Audio	87.99
Adult Books	3,669.14
Adult Video	435.65
Children's Books	2,280.37
Children's Video	69.32
Periodicals	87.00
Video	263.00
TOTAL MEDIA	6,892.47
PAYROLL	
Full Time	44,147.69
Part Time	5,964.06
TOTAL PAYROLL	50,111.75
PROGRAMS	256.35

Banking Summary

1/1/2023 through 5/31/2023

Category	1/1/2023- 5/31/2023
Adult Programs	42.99
Children's Programs	92.76
TOTAL PROGRAMS	392.10
STAFF EDUCATION	165.00
SUPPLIES and SERVICES	
Library Supplies	1,428.22
Office Supplies	769.18
Telephone	523.08
TOTAL SUPPLIES and SERVICES	2,720.48
UTILITIES	
Electricity	3,390.87
Propane	2,375.80
TOTAL UTILITIES	5,766.67
TOTAL EXPENSES	68,949.29
 TRANSFERS	
FROM Public Funds	10,000.00
TO Checking	-10,000.00
TOTAL TRANSFERS	0.00
OVERALL TOTAL	-52,347.04

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			4,681.70
Checks and Payments	23	Items	-5,125.52
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:			4,556.18

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			4,556.18
Checks and Payments	2	Items	-1,431.36
Deposits and Other Credits	0	Items	0.00
Register Balance as of 5/31/2023:			3,124.82
Checks and Payments	7	Items	-2,424.08
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			700.74

Uncleared Transaction Detail up to 5/31/2023

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
5/15/2023	3715	Baker & Taylor	books	--Split--		-1,349.80
5/15/2023	3716	Baker & Taylor	dvd	--Split--		-81.56
Total Uncleared Checks and Payments						-1,431.36
Uncleared Deposits and Other Credits						
Total Uncleared Deposits and Other Credits						0.00
Total Uncleared Transactions						-1,431.36