



East Kingston Public Library
Treasurer's Report

February 2022

Banking Summary - Last month

2/1/2022 through 2/28/2022

3/27/2022

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Category	2/1/2022- 2/28/2022
INCOME	
BANK INTEREST	
Private Funds	0.05
Public Funds	0.27
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TOTAL BANK INTEREST	0.32
FEES	
Solar REC	32.50
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TOTAL FEES	32.50
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TOTAL INCOME	32.82
EXPENSES	
BUILDING MAINTENANCE	795.00
MAJOR ITEMS	-45,620.00
MEDIA	15.98
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Adult Audio	0.00
Adult Books	1,275.97
Adult Video	258.22
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Children's Audio	0.00
Children's Books	377.54
Video	25.00
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TOTAL MEDIA	1,952.71
PAYROLL	
Director's Salary	4,966.06
Staff Salaries	3,552.25
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TOTAL PAYROLL	8,518.31
PROGRAMS	
Children's Programs	290.17
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TOTAL PROGRAMS	290.17
SUPPLIES and SERVICES	
Building Supplies	149.99
Library Supplies	94.77
Office Supplies	99.00
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TOTAL SUPPLIES and SERVICES	343.76
UTILITIES	
Electricity	133.82
Propane	3,504.49

Banking Summary - Last month

2/1/2022 through 2/28/2022

3/27/2022

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Category	2/1/2022- 2/28/2022
TOTAL UTILITIES	3,638.31
TOTAL EXPENSES	-30,081.74
TRANSFERS	
FROM Public Funds	2,437.67
TO Checking	-2,437.67
TOTAL TRANSFERS	0.00
OVERALL TOTAL	30,114.56

Transaction - Last month

2/1/2022 through 2/28/2022

3/27/2022

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Date	Account	Num	Description	Memo	Category	Tag	Tax Item	Clr	Amount
BALANCE 1/31/2022									-401,796.35
2/1/2022	Checking	3634	Kanopy	movie stre...	MEDIA:Video			R	-25.00
2/3/2022	Checking			monthly e...	[Public Fun...			R	2,437.67
2/3/2022	Checking	debit	Amazon		MEDIA			R	-15.98
2/4/2022	Checking	debit	Target	heater	SUPPLIES ...			R	-149.99
2/8/2022	Checking	3635	ReVision I...	4th quarte...	UTILITIES:...				-30.62
2/8/2022	Checking	3636	Collaborativ...	summer r...	PROGRAM...				-187.67
2/9/2022	Checking	debit	Rhode Isla...	summer r...	PROGRAM...			R	-102.50
2/10/2022	Checking	debit	Demco	library	SUPPLIES ...			R	-94.77
2/15/2022	Checking	debit	Daedalus	books	MEDIA:Adu...			R	-192.29
2/15/2022	Checking	debit	Energy Aud...	solar REC...	UTILITIES:...			R	-12.00
2/17/2022	Checking	debit	Junior Libra...		MEDIA:Chil...			R	-160.95
2/17/2022	Checking	debit	Great Amer...	copier	SUPPLIES ...			R	-99.00
2/20/2022	Checking	3637	...Baker & Ta...	media	--Split--	--Split--	--Split--		-1,275.29
2/20/2022	Checking	3638	...Baker & Ta...	dvds	--Split--	--Split--	--Split--		-258.22
2/28/2022	Checking	debit	Amazon	escape ro...	MEDIA:Adu...			R	-24.98
2/3/2022	Public Funds			monthly e...	[Checking]			R	-2,437.67
2/10/2022	Public Funds		Maintenenc...	furnace re...	MAJOR ITE...			R	45,620.00
2/22/2022	Public Funds				FEES:Solar...			R	32.50
2/28/2022	Public Funds				BANK INTE...			R	0.27
2/28/2022	Restricted				BANK INTE...			R	0.03
2/28/2022	Town Supp...				PAYROLL:...				-4,966.06
2/28/2022	Town Supp...				PAYROLL:...				-3,552.25
2/28/2022	Town Supp...		Unitil		UTILITIES:...				-91.20
2/28/2022	Town Supp...		Hartmann ...		UTILITIES:...				-3,504.49
2/28/2022	Town Supp...				BUILDING ...				-795.00
2/28/2022	Unrestricted				BANK INTE...			R	0.02
2/1/2022 - 2/28/2022									30,114.56
BALANCE 2/28/2022									-371,681.79
TOTAL INFLOWS									48,090.49
TOTAL OUTFLOWS									-17,975.93
NET TOTAL									30,114.56

Reconciliation Report

Checking
3/27/2022

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			2,371.97
Checks and Payments	13	Items	<u>-944.46</u>
Deposits and Other Credits	1	Item	2,437.67
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			<u>3,865.18</u>

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			<u>3,865.18</u>
Checks and Payments	6	Items	<u>-2,435.59</u>
Deposits and Other Credits	1	Item	<u>2,600.00</u>
Register Balance as of 3/27/2022:			4,029.59
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			<u>4,029.59</u>

Reconciliation Report

Checking
3/27/2022

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Uncleared Transaction Detail up to 3/27/2022

Date	Num	Payee	Memo	Category	Clr	Amount	
Uncleared Checks and Payments							
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	
2/20/2022	3637	Baker & Taylor	media	MEDIA:Adult Books		-1,275.29	
2/20/2022	3638	Baker & Taylor	dvds	MEDIA:Adult Books		-258.22	
3/8/2022	debit	Consolidated Communications	phone Feb and March	SUPPLIES and SERVICES:Telephone		-206.28	
3/8/2022	debit	Staples	Business More Account	SUPPLIES and SERVICES:Office Su...		-477.51	
Total Uncleared Checks and Payments					6	Items	-2,435.59
Uncleared Deposits and Other Credits							
3/8/2022	TXFR		monthly expenses	[Public Funds]		2,600.00	
Total Uncleared Deposits and Other Credits					1	Item	2,600.00
Total Uncleared Transactions					7	Items	164.41

Banking Summary

1/1/2022 through 2/28/2022

Category	1/1/2022- 2/28/2022
INCOME	
BANK INTEREST	
Private Funds	0.10
Public Funds	0.30
TOTAL BANK INTEREST	0.40
DONATIONS	
Conscience	75.00
TOTAL DONATIONS	75.00
FEES	
Solar REC	32.50
TOTAL FEES	32.50
TOWN SUPPORT	
Budget Assistance	7,677.00
TOTAL TOWN SUPPORT	7,677.00
TOTAL INCOME	7,784.90
EXPENSES	
BUILDING MAINTENANCE	
Water System	36.44
TOTAL BUILDING MAINTENANCE	376.44
MAJOR ITEMS	-45,620.00
MEDIA	
Adult Audio	15.98
Adult Books	2,242.29
Adult Video	258.22
Children's Audio	0.00
Children's Books	652.70
Periodicals	37.95
Video	67.00
TOTAL MEDIA	3,301.64
PAYROLL	
Director's Salary	9,932.12
Staff Salaries	7,258.12
TOTAL PAYROLL	17,190.24
PROGRAMS	
Adult Programs	218.95

Banking Summary

1/1/2022 through 2/28/2022

Category	1/1/2022- 2/28/2022
Children's Programs	290.17
TOTAL PROGRAMS	509.12
SUPPLIES and SERVICES	
Building Supplies	200.97
Library Supplies	94.77
Office Supplies	288.19
Telephone	105.42
TOTAL SUPPLIES and SERVICES	689.35
UTILITIES	
Electricity	229.22
Propane	3,504.49
TOTAL UTILITIES	3,733.71
TOTAL EXPENSES	-19,819.50
TRANSFERS	
FROM Public Funds	2,437.67
TO Checking	-2,437.67
TOTAL TRANSFERS	0.00
OVERALL TOTAL	27,604.40