



East Kingston Public Library  
Treasurer's Report

June 2018

Account Balances - As of 6/30/2018:3

(Includes unrealized gains)

As of 6/30/2018

7/23/2018

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Account	6/30/2018 Balance
<b>Bank Accounts</b>	
Disbursements	9.77
Public Funds	3,174.34
Restricted Funds	4,922.52
Unrestricted Funds	6,626.22
<b>TOTAL Bank Accounts</b>	<b>14,732.85</b>
<b>Cash Accounts</b>	
Cash	0.00
<b>TOTAL Cash Accounts</b>	<b>0.00</b>
<b>Asset Accounts</b>	
Building Maintenance Fund	66,107.37
Capital Expansion Fund	638.51
Operating Reserve Fund	0.00
<b>TOTAL Asset Accounts</b>	<b>66,745.88</b>
<b>OVERALL TOTAL</b>	<b>81,478.73</b>

## Banking Summary - Last month:3

6/1/2018 through 6/30/2018

7/23/2018

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Category Description	6/1/2018- 6/30/2018
<b>INCOME</b>	
BANK INTEREST	
Private Funds	0.27
TOTAL BANK INTEREST	0.27
DONATIONS	
Conscience-Lost,Damaged,Overdue	27.00
TOTAL DONATIONS	27.00
TOWN SUPPORT	
Budget Assistance	2,437.67
TOTAL TOWN SUPPORT	2,437.67
<b>TOTAL INCOME</b>	<b>2,464.94</b>
<b>EXPENSES</b>	
BUILDING MAINTENANCE	
Alarm Service	138.00
Janitorial Services	319.72
TOTAL BUILDING MAINTENANCE	457.72
EDUCATION	
Meetings	150.00
TOTAL EDUCATION	150.00
MEDIA	
Adult Audio	137.69
Adult Books	395.50
Children Audio	5.49
Children Books	939.95
Periodicals	24.97
Video	202.27
TOTAL MEDIA	1,705.87
PAYROLL	
Director Salary	7,130.76
Staff Salaries	3,707.56
Taxes & Benefits	2,564.94
TOTAL PAYROLL	13,403.26
PROGRAMS	
Children	289.90
TOTAL PROGRAMS	289.90

### Banking Summary - Last month:3

6/1/2018 through 6/30/2018

7/23/2018

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Category Description	6/1/2018- 6/30/2018
<hr/>	
SUPPLIES & SERVICES	
Office Supplies	515.24
Telephone	97.13
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TOTAL SUPPLIES & SERVICES	612.37
UTILITIES	
Electricity	292.91
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TOTAL UTILITIES	292.91
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<b>TOTAL EXPENSES</b>	<b>16,912.03</b>
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<b>OVERALL TOTAL</b>	<b>-14,447.09</b>

Monthly Transaction List - Jun 2018:2

6/1/2018 through 6/30/2018

7/23/2018

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Date	Num	Description	Memo	Category	Amount
<b>Disbursements</b>					<b>-320.47</b>
6/5/2018	Debit	Amazon.com		MEDIA:Video	-55.17
6/6/2018	TXFR	Quarterly		TOWN SUPPORT:Budget Assistance	2,437.67
6/6/2018	3385	Staples		SUPPLIES & SERVICES:Office Supplies	-210.85
6/6/2018	3386	Consolidated Communications (fair...		SUPPLIES & SERVICES:Telephone	-97.13
6/6/2018	3387	Zoe Sucu		PROGRAMS:Children	-21.46
6/6/2018	3388	Junior Library Guild	413988	MEDIA:Children Books	-272.85
6/8/2018	Debit	Amazon.com		MEDIA:Video	-17.96
6/11/2018	Debit	Amazon.com		MEDIA:Video	-15.96
6/15/2018	Debit	Amazon.com		MEDIA:Video	-17.99
6/16/2018	Debit	Amazon.com		MEDIA:Video	-87.30
6/16/2018	Debit	Amazon.com		MEDIA:Video	-7.89
6/19/2018	Debit	Market Basket		PROGRAMS:Children	-12.17
6/19/2018	Debit	Market Basket		PROGRAMS:Children	-30.59
6/19/2018	Debit	Amazon.com	ink	SUPPLIES & SERVICES:Office Supplies	-66.07
6/23/2018	Debit	Ocean State Job Lots	summer reading	PROGRAMS:Children	-19.45
6/28/2018	3389	SterlingComputer Products	toner	SUPPLIES & SERVICES:Office Supplies	-161.66
6/28/2018	3390	Nhlt	dues	EDUCATION:Meetings	-150.00
6/28/2018	3391	New Hampshire Magazine		MEDIA:Periodicals	-24.97
6/28/2018	3393	Zoe Sucu		PROGRAMS:Children	-37.75
6/28/2018	3394	Staples		SUPPLIES & SERVICES:Office Supplies	-76.66
6/28/2018	3392	Junior Library Guild	416818	MEDIA:Children Books	-272.85
6/28/2018	3395	Frost Free Library	summer reading tshirt	MEDIA:Adult Audio	-25.00
6/28/2018	3396	S Baker & Taylor		MEDIA:Adult Books	-395.50
				MEDIA:Adult Audio	-112.69
				MEDIA:Children Books	-394.25
				MEDIA:Children Audio	-5.49
6/28/2018	Debit	Discount School Supply	summer reading	PROGRAMS:Children	-27.84
6/28/2018	Debit	Amazon.com	paint, summer reading stuff	PROGRAMS:Children	-140.64
<b>Town Support Ledger</b>					<b>-14,153.89</b>
6/1/2018		Janitorial Service		BUILDING MAINTENANCE:Janitorial S...	-99.00
6/6/2018		Unitil		UTILITIES:Electricity	-292.91
6/15/2018		Janitorial Services		BUILDING MAINTENANCE:Janitorial S...	-99.00
6/15/2018		Full Time Payroll		PAYROLL:Director Salary	-2,376.92
6/20/2018		Pulsar Alarm Systems		BUILDING MAINTENANCE:Alarm Serv...	-63.00
6/20/2018		Pulsar Alarm Systems		BUILDING MAINTENANCE:Alarm Serv...	-75.00
6/20/2018		Full Time Payroll		PAYROLL:Director Salary	-2,376.92

## Monthly Transaction List - Jun 2018:2

6/1/2018 through 6/30/2018

7/23/2018

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Date	Num	Description	Memo	Category	Amount
6/29/2018		Janitorial Services		BUILDING MAINTENANCE:Janitorial S...	-99.00
6/29/2018		Janitorial Services		BUILDING MAINTENANCE:Janitorial S...	-22.72
6/29/2018		Full Time Payroll		PAYROLL:Director Salary	-2,376.92
6/29/2018		Full Time Payroll		PAYROLL:Taxes & Benefits	-1,356.98
6/29/2018		Full-time Payroll	insurance	PAYROLL:Taxes & Benefits	-924.33
6/29/2018		Part Time Payroll		PAYROLL:Staff Salaries	-3,707.56
6/29/2018		Part Time Payroll		PAYROLL:Taxes & Benefits	-283.63
<b>Unrestricted Funds</b>					<b>27.27</b>
6/7/2018	DEP			DONATIONS:Conscience-Lost,Damag...	27.00
6/30/2018		Interest Earned		BANK INTEREST:Private Funds	0.27
<b>OVERALL TOTAL</b>					<b>-14,447.09</b>

YTD Income/Expense by Category:36

1/1/2018 through 6/30/2018

7/23/2018

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Category Description	1/1/2018- 3/31/2018	4/1/2018- 6/30/2018	OVERALL TOTAL
<b>INCOME</b>			
BANK INTEREST			
Private Funds	1.43	1.25	2.68
Public Funds	0.31	0.29	0.60
TOTAL BANK INTEREST	1.74	1.54	3.28
DONATIONS			
Conscience-Lost,Damaged,Overdue	115.00	27.00	142.00
TOTAL DONATIONS	115.00	27.00	142.00
FEES			
Copier	0.00	26.00	26.00
Solar REC	30.00	0.00	30.00
TOTAL FEES	30.00	26.00	56.00
TOWN SUPPORT			
Budget Assistance	7,587.50	10,025.17	17,612.67
TOTAL TOWN SUPPORT	7,587.50	10,025.17	17,612.67
<b>TOTAL INCOME</b>	<b>7,734.24</b>	<b>10,079.71</b>	<b>17,813.95</b>
<b>EXPENSES</b>			
Uncategorized	321.81	0.00	321.81
BUILDING MAINTENANCE			
Alarm Service	276.00	138.00	414.00
Janitorial Services	658.83	755.70	1,414.53
Lawn Service	0.00	663.00	663.00
Snow Removal	270.00	0.00	270.00
TOTAL BUILDING MAINTENANCE	1,204.83	1,556.70	2,761.53
EDUCATION			
Meetings	0.00	423.00	423.00
Other EDUCATION	145.00	26.00	171.00
TOTAL EDUCATION	145.00	449.00	594.00
MAJOR ITEMS			
Computer Software	0.00	995.00	995.00
TOTAL MAJOR ITEMS	0.00	995.00	995.00
MEDIA			
Adult Audio	243.68	369.17	612.85
Adult Books	2,728.07	1,902.42	4,630.49
Children Audio	0.00	5.49	5.49

## YTD Income/Expense by Category:36

1/1/2018 through 6/30/2018

7/23/2018

Page 2

Category Description	1/1/2018- 3/31/2018	4/1/2018- 6/30/2018	OVERALL TOTAL
Children Books	1,429.31	1,893.00	3,322.31
Electronic	0.00	1.50	1.50
Newspaper	176.84	0.00	176.84
Periodicals	315.39	70.46	385.85
Video	524.91	763.08	1,287.99
Other MEDIA	138.00	34.95	172.95
<b>TOTAL MEDIA</b>	<b>5,556.20</b>	<b>5,040.07</b>	<b>10,596.27</b>
<b>PAYROLL</b>			
Director Salary	14,261.52	16,908.77	31,170.29
Staff Salaries	6,907.16	8,276.12	15,183.28
Taxes & Benefits	6,015.37	6,572.40	12,587.77
<b>TOTAL PAYROLL</b>	<b>27,184.05</b>	<b>31,757.29</b>	<b>58,941.34</b>
<b>PROGRAMS</b>			
Adult	0.00	36.78	36.78
Children	350.23	487.08	837.31
<b>TOTAL PROGRAMS</b>	<b>350.23</b>	<b>523.86</b>	<b>874.09</b>
<b>SUPPLIES &amp; SERVICES</b>			
Library Supplies	585.80	332.55	918.35
Office Supplies	504.77	515.24	1,020.01
Telephone	291.71	291.49	583.20
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>1,382.28</b>	<b>1,139.28</b>	<b>2,521.56</b>
<b>UTILITIES</b>			
Electricity	865.16	894.83	1,759.99
Propane	2,168.30	0.00	2,168.30
<b>TOTAL UTILITIES</b>	<b>3,033.46</b>	<b>894.83</b>	<b>3,928.29</b>
<b>TOTAL EXPENSES</b>	<b>39,177.86</b>	<b>42,356.03</b>	<b>81,533.89</b>
<b>OVERALL TOTAL</b>	<b>-31,443.62</b>	<b>-32,276.32</b>	<b>-63,719.94</b>