



East Kingston Public Library
Treasurer's Report

June-July 2019

Account Balances - As of 8/26/2019

Account	8/26/2019 Balance
Bank Accounts	
Checking	1,956.52
Public Funds	3,629.43
Restricted	5,074.97
Town Support Ledger	-86,390.49
Unrestricted	1,387.57
TOTAL Bank Accounts	-74,342.00
OVERALL TOTAL	-74,342.00

Banking Summary

6/1/2019 through 7/31/2019

Category	6/1/2019- 7/31/2019
INCOME	
BANK INTEREST	
Private Funds	0.73
Public Funds	0.28
TOTAL BANK INTEREST	1.01
DONATIONS	
Conscience	12.00
Memorial	95.00
TOTAL DONATIONS	307.00
FEES	
Solar REC	11.00
TOTAL FEES	11.00
TOWN SUPPORT	
Budget Assistance	7,587.50
TOTAL TOWN SUPPORT	7,587.50
TOTAL INCOME	7,906.51
EXPENSES	
Uncategorized	0.00
BUILDING MAINTENANCE	
Alarm Service	138.00
Janitorial Services	373.69
Lawn Service	792.00
TOTAL BUILDING MAINTENANCE	1,303.69
MAJOR ITEMS	-4,300.00
MEDIA	
Adult Audio	148.45
Adult Books	2,333.18
Children's Audio	52.49
Children's Books	770.80
Periodicals	10.00
Video	138.24
TOTAL MEDIA	3,850.62
PAYROLL	
Director's Salary	12,062.90
Staff Salaries	7,349.64

Banking Summary

6/1/2019 through 7/31/2019

Category	6/1/2019- 7/31/2019
Taxes and Benefits (Full Time)	4,233.08
Taxes and Benefits (Part-time)	562.25
TOTAL PAYROLL	24,207.87
PROGRAMS	
Adult Programs	117.47
Children's Programs	287.85
Family Programs	22.70
TOTAL PROGRAMS	428.02
SUPPLIES and SERVICES	
Office Supplies	431.09
Telephone	299.83
TOTAL SUPPLIES and SERVICES	730.92
UTILITIES	
Electricity	246.76
TOTAL UTILITIES	246.76
TOTAL EXPENSES	26,467.88
TRANSFERS	
FROM Public Funds	4,875.34
FROM Restricted	2,769.00
FROM Unrestricted	3,800.00
TO Checking	-11,444.34
TOTAL TRANSFERS	0.00
OVERALL TOTAL	-18,561.37

Banking Summary

1/1/2019 through 7/31/2019

Category	1/1/2019- 7/31/2019
INCOME	
Uncategorized	23.00
BANK INTEREST	
Private Funds	2.07
Public Funds	0.93
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TOTAL BANK INTEREST	3.00
DONATIONS	
Conscience	51.99
Memorial	945.00
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TOTAL DONATIONS	1,196.99
FEES	
Out of Town Patron	50.00
Solar REC	11.00
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TOTAL FEES	111.00
TOWN SUPPORT	
Budget Assistance	22,762.50
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TOTAL TOWN SUPPORT	22,762.50
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TOTAL INCOME	24,096.49
EXPENSES	
Uncategorized	36.00
BUILDING MAINTENANCE	
Alarm Service	276.00
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Janitorial Services	1,325.26
Lawn Service	1,321.00
Snow Removal	225.00
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TOTAL BUILDING MAINTENANCE	3,253.61
MAJOR ITEMS	
TOTAL MAJOR ITEMS	1,400.00
MEDIA	
Adult Audio	660.44
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Adult Books	6,641.64
Children's Audio	85.49
Children's Books	2,433.09
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Periodicals	479.63
Video	686.08
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TOTAL MEDIA	11,939.23

Banking Summary

1/1/2019 through 7/31/2019

Category	1/1/2019- 7/31/2019
PAYROLL	
Director's Salary	38,601.28
Staff Salaries	23,190.60
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Taxes and Benefits (Full Time)	13,234.72
Taxes and Benefits (Part-time)	1,773.39
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TOTAL PAYROLL	76,799.99
PROGRAMS	
Adult Programs	220.50
Children's Programs	709.00
Family Programs	518.52
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TOTAL PROGRAMS	22.70
STAFF EDUCATION	
	555.00
SUPPLIES and SERVICES	
Building Supplies	373.18
Library Supplies	1,623.47
Office Supplies	1,295.40
Telephone	701.25
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TOTAL SUPPLIES and SERVICES	3,993.30
UTILITIES	
Electricity	1,499.14
Propane	4,597.03
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TOTAL UTILITIES	6,096.17
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TOTAL EXPENSES	105,544.02
TRANSFERS	
FROM Public Funds	18,563.69
FROM Restricted	2,769.00
FROM Unrestricted	3,800.00
TO Checking	-25,132.69
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TOTAL TRANSFERS	0.00
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OVERALL TOTAL	-81,447.53

Reconciliation Report

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			7.84
Checks and Payments	11	Items	<u>-2,607.00</u>
Deposits and Other Credits	5	Items	3,824.67
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			<u>1,225.51</u>

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			<u>1,225.51</u>
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	<u>0.00</u>
Register Balance as of 7/31/2019:			1,225.51
Checks and Payments	8	Items	<u>-6,006.66</u>
Deposits and Other Credits	3	Items	6,737.67
Register Ending Balance:			<u>1,956.52</u>

Reconciliation Report

Checking
8/26/2019

Uncleared Transaction Detail up to 7/31/2019

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
Total Uncleared Checks and Payments			0	Items		0.00
Uncleared Deposits and Other Credits						
Total Uncleared Deposits and Other Credits			0	Items		0.00
Total Uncleared Transactions			0	Items		0.00

Reconciliation Report

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			359.73
Checks and Payments	15	Items	<u>-8,358.56</u>
Deposits and Other Credits	3	Items	8,006.67
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			<u>7.84</u>

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			<u>7.84</u>
Checks and Payments	0	Items	0.00
Deposits and Other Credits	1	Item	<u>0.00</u>
Register Balance as of 6/28/2019:			7.84
Checks and Payments	17	Items	<u>-4,193.41</u>
Deposits and Other Credits	3	Items	4,875.34
Register Ending Balance:			<u>689.77</u>

Reconciliation Report

Checking
8/26/2019

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Uncleared Transaction Detail up to 6/28/2019

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
Total Uncleared Checks and Payments			0	Items		0.00
Uncleared Deposits and Other Credits						
6/5/2019	3480	Void				0.00
Total Uncleared Deposits and Other Credits			1	Item		0.00
Total Uncleared Transactions			1	Item		0.00

Transaction
6/1/2019 through 7/31/2019

8/26/2019

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Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
BALANCE 5/31/2019								-49,725.97
6/3/2019	Checking	TXFR	Public Funds		[Public Fun...		R	2,437.67
6/5/2019	Checking	3478	Consolidat...	phone	SUPPLIES ...		R	-100.21
6/5/2019	Checking	3479	Kanopy	movie stre...	MEDIA		R	-30.00
6/5/2019	Checking	3480	Void				R	0.00
6/5/2019	Checking	3481	Zoe Sucu	reimburse	PROGRAM...		R	-55.36
6/5/2019	Checking	debit	Amazon	dvd	MEDIA		R	-301.46
6/5/2019	Checking	3482	Yankee Mag	1 yr	MEDIA:Peri...		R	-10.00
6/10/2019	Checking				[Restricted]		R	1,769.00
6/10/2019	Checking			LED repla...	[Unrestricted]		R	3,800.00
6/13/2019	Checking	debit	Market Bas...	prog	PROGRAM...		R	-51.18
6/14/2019	Checking	3489	ReVision E...	LED repla...	MAJOR IT...		R	-5,569.00
6/14/2019	Checking	3488	Zoe Sucu	reimburse	PROGRAM...		R	-94.72
6/15/2019	Checking	3483	Consolidat...	phone	SUPPLIES ...		R	-99.61
6/15/2019	Checking	3484	Staples	ink	SUPPLIES ...		R	-80.97
6/15/2019	Checking	3485	Junior Libra...	460632	MEDIA:Chil...		R	-272.85
6/15/2019	Checking	3486	Kanopy	movie stre...	MEDIA		R	-45.00
6/15/2019	Checking	3487	... Baker & Ta...	media	--Split--	--Split--	R	-1,574.66
6/17/2019	Checking		Amazon		MEDIA:Video		R	-17.99
6/22/2019	Checking	debit	Amazon	program	PROGRAM...		R	-55.55
7/1/2019	Checking				[Restricted]		R	1,000.00
7/1/2019	Checking		State Of NH	summer r...	PROGRAM...		R	225.00
7/3/2019	Checking	TXFR		Monthly E...	[Public Fun...		R	2,437.67
7/10/2019	Checking	debit	Kingston Pi...	program f...	PROGRAM...		R	-22.70
7/14/2019	Checking	3490	Zoe Sucu	reimburse	PROGRAM...		R	-86.40
7/14/2019	Checking	3491	Diane Shec...	reimburse	PROGRAM...		R	-62.11
7/14/2019	Checking	3492	Great Amer...	copier	SUPPLIES ...		R	-188.50
7/14/2019	Checking	3493	Staples	ink	SUPPLIES ...		R	-146.14
7/14/2019	Checking	3494	Consolidat...	phone	SUPPLIES ...		R	-100.01
7/14/2019	Checking	3495	Kanopy	movie stre...	MEDIA		R	-21.00
7/14/2019	Checking	3496	... Baker & Ta...	media	--Split--	--Split--	R	-1,469.41
7/14/2019	Checking	debit	Hampstead...	summer r...	PROGRAM...		R	-375.00
7/14/2019	Checking	debit	Vistas Print	checks	SUPPLIES ...		R	-15.48
7/17/2019	Checking		Amazon		MEDIA:Video		R	-120.25
7/26/2019	Checking			Friends su...	PROGRAM...		R	150.00
7/26/2019	Checking			book repla...	MEDIA:Adu...		R	12.00
6/3/2019	Public Funds			Monthly E...	[Checking]		R	-2,437.67

Transaction
6/1/2019 through 7/31/2019

8/26/2019

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Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
6/14/2019	Public Funds				FEES:Solar...		R	11.00
6/28/2019	Public Funds				BANK INT...		R	0.04
7/1/2019	Public Funds				TOWN SU...		R	7,587.50
7/3/2019	Public Funds			Monthly E...	[Checking]		R	-2,437.67
7/31/2019	Public Funds				BANK INT...		R	0.24
6/10/2019	Restricted			LED repla...	[Checking]		R	-1,769.00
6/14/2019	Restricted		In Memory ...	to fix or re...	DONATION...		R	50.00
6/20/2019	Restricted			from main...	MAJOR IT...		R	9,869.00
6/28/2019	Restricted				BANK INT...		R	0.15
7/1/2019	Restricted				[Checking]		R	-1,000.00
7/31/2019	Restricted				BANK INT...		R	0.43
6/5/2019	Town Supp...		Unitil		UTILITIES:...			-97.06
6/5/2019	Town Supp...		The Yanke...		BUILDING ...			-264.00
6/14/2019	Town Supp...				PAYROLL:...			-2,412.58
6/14/2019	Town Supp...				BUILDING ...			-63.95
6/19/2019	Town Supp...		Pulsar		BUILDING ...			-138.00
6/28/2019	Town Supp...				PAYROLL:...			-2,702.08
6/28/2019	Town Supp...				PAYROLL:...			-206.71
6/28/2019	Town Supp...				PAYROLL:...			-2,412.58
6/28/2019	Town Supp...				PAYROLL:...			-908.10
6/28/2019	Town Supp...				PAYROLL:...			-981.42
6/28/2019	Town Supp...				BUILDING ...			-73.08
6/28/2019	Town Supp...				BUILDING ...			-10.48
7/3/2019	Town Supp...		The Yanke...		BUILDING ...			-264.00
7/12/2019	Town Supp...				PAYROLL:...			-2,412.58
7/12/2019	Town Supp...				BUILDING ...			-63.95
7/15/2019	Town Supp...		Unitil		UTILITIES:...			-149.70
7/21/2019	Town Supp...				PAYROLL:...			-2,412.58
7/21/2019	Town Supp...				BUILDING ...			-73.08
7/26/2019	Town Supp...				PAYROLL:...			-4,647.56
7/26/2019	Town Supp...				PAYROLL:...			-355.54
7/26/2019	Town Supp...				PAYROLL:...			-2,412.58
7/26/2019	Town Supp...				PAYROLL:...			-1,362.14
7/26/2019	Town Supp...				PAYROLL:...			-981.42
7/26/2019	Town Supp...				BUILDING ...			-73.08
7/26/2019	Town Supp...				BUILDING ...			-16.07
7/31/2019	Town Supp...		The Yanke...		BUILDING ...			-264.00
6/10/2019	Unrestricted			LED repla...	[Checking]		R	-3,800.00

8/26/2019

Transaction
6/1/2019 through 7/31/2019

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Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
6/14/2019	Unrestricted		In Memory ...		DONATION...		R	25.00
6/14/2019	Unrestricted		In Memory ...		DONATION...		R	20.00
6/14/2019	Unrestricted				DONATIONS		R	100.00
6/14/2019	Unrestricted				DONATION...		R	12.00
6/20/2019	Unrestricted			National L...	DONATIONS			100.00
6/28/2019	Unrestricted				BANK INT...		R	0.09
7/31/2019	Unrestricted				BANK INT...		R	0.06
6/1/2019 - 7/31/2019								-18,561.37
BALANCE 7/31/2019								-68,287.34
TOTAL INFLOWS								29,606.85
TOTAL OUTFLOWS								-48,168.22
NET TOTAL								-18,561.37