



East Kingston Public Library  
Treasurer's Report

June-July 2021

## Transaction

6/1/2021 through 7/30/2021

8/21/2021

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Date	Account	Num	Description	Memo	Category	Tag	Tax Item	Clr	Amount
<b>BALANCE 5/31/2021</b>									<b>-324,419.26</b>
6/1/2021	Checking	debit	Ocean Stat...		PROGRAM...			R	-31.00
6/5/2021	Checking	TXFR	Monthly Ex...		[Public Fun...			R	2,437.67
6/17/2021	Checking	debit	Great Amer... copier		SUPPLIES ...			R	-99.00
6/17/2021	Checking	debit	Junior Libra...		MEDIA:Chil...			R	-160.95
6/17/2021	Checking	3596	Schwaab, Inc rubber sta...		SUPPLIES ...			R	-31.48
6/23/2021	Checking	debit	Consolidate...phone		SUPPLIES ...			R	-109.90
6/23/2021	Checking	3597	Zoe Sucu kids progr...		PROGRAM...			R	-64.55
6/23/2021	Checking	3598	...Baker & Ta...		--Split--	--Split--	--Split--	R	-1,456.14
6/24/2021	Checking	3595	Kanopy video stre...		MEDIA			R	-30.00
6/24/2021	Checking	debit	Zoom Vide...		PROGRAM...			R	-14.99
7/6/2021	Checking	TXFR	Monthly Ex... Monthly E...		[Public Fun...			R	2,437.67
7/13/2021	Checking	3599	Kanopy		MEDIA			R	-56.00
7/13/2021	Checking	debit	Great Amer... copier		SUPPLIES ...			R	-99.00
7/13/2021	Checking	3600	...Baker & Ta...		--Split--	--Split--	--Split--		-1,195.58
7/13/2021	Checking	debit	Junior Libra...		MEDIA:Chil...			R	-160.95
7/13/2021	Checking	debit	Zoom Vide...		PROGRAM...			R	-14.99
7/13/2021	Checking	debit	Consolidate...phone		SUPPLIES ...			R	-109.90
7/13/2021	Checking	debit	Daedalus books		MEDIA:Adu...			R	-57.79
7/15/2021	Checking	debit	Zoom Vide...		PROGRAM...			R	-106.38
7/28/2021	Checking	3601	Bethlehem ... pete the c...		PROGRAM...				-75.00
6/5/2021	Public Funds		Monthly Ex...		[Checking]			R	-2,437.67
6/15/2021	Public Funds				TOWN SU...			R	7,677.00
6/29/2021	Public Funds			ARPA funds				R	1,267.00
6/30/2021	Public Funds				BANK INTE...			R	0.04
7/6/2021	Public Funds		Monthly Ex... Monthly E...		[Checking]			R	-2,437.67
7/30/2021	Public Funds				BANK INTE...			R	0.06
6/30/2021	Restricted				BANK INTE...			R	0.04
7/30/2021	Restricted				BANK INTE...			R	0.04
6/30/2021	Town Supp...				PAYROLL:...				-5,308.66
6/30/2021	Town Supp...				PAYROLL:...				-3,615.31
6/30/2021	Town Supp...				BUILDING ...				-1,913.14
7/30/2021	Town Supp...				PAYROLL:...				-4,966.06
7/30/2021	Town Supp...				PAYROLL:...				-3,486.30
7/30/2021	Town Supp...				BUILDING ...				-958.98
6/30/2021	Unrestricted				BANK INTE...			R	0.01
7/30/2021	Unrestricted				BANK INTE...			R	0.02

Transaction

6/1/2021 through 7/30/2021

8/21/2021

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Date	Account	Num	Description	Memo	Category	Tag	Tax Item	Clr	Amount
<b>6/1/2021 - 7/30/2021</b>									<b>-15,177.84</b>
<b>BALANCE 7/30/2021</b>									<b>-339,597.10</b>
<b>TOTAL INFLOWS</b>									<b>13,819.55</b>
<b>TOTAL OUTFLOWS</b>									<b>-28,997.39</b>
<b>NET TOTAL</b>									<b>-15,177.84</b>

## Banking Summary

6/1/2021 through 7/30/2021

Category	6/1/2021- 7/30/2021
<b>INCOME</b>	
Uncategorized	1,267.00
<b>BANK INTEREST</b>	
Private Funds	0.11
Public Funds	0.10
TOTAL BANK INTEREST	0.21
<b>TOWN SUPPORT</b>	
Budget Assistance	7,677.00
TOTAL TOWN SUPPORT	7,677.00
<b>TOTAL INCOME</b>	<b>8,944.21</b>
 <b>EXPENSES</b>	
BUILDING MAINTENANCE	2,872.12
<b>MEDIA</b>	
Adult Audio	40.15
Adult Books	2,253.71
Children's Audio	13.75
Children's Books	723.80
TOTAL MEDIA	3,117.41
<b>PAYROLL</b>	
Director's Salary	10,274.72
Staff Salaries	7,101.61
TOTAL PAYROLL	17,376.33
<b>PROGRAMS</b>	
Children's Programs	170.55
Family Programs	136.36
TOTAL PROGRAMS	306.91
<b>SUPPLIES and SERVICES</b>	
Office Supplies	229.48
Telephone	219.80
TOTAL SUPPLIES and SERVICES	449.28
<b>TOTAL EXPENSES</b>	<b>24,122.05</b>
 <b>TRANSFERS</b>	
FROM Public Funds	4,875.34
TO Checking	-4,875.34

8/21/2021

**Banking Summary**  
6/1/2021 through 7/30/2021

Page 2

Category	6/1/2021- 7/30/2021
<b>TOTAL TRANSFERS</b>	<b>0.00</b>
<b>OVERALL TOTAL</b>	<b>-15,177.84</b>

## Banking Summary

1/1/2021 through 7/30/2021

Category	1/1/2021- 7/30/2021
<b>INCOME</b>	
Uncategorized	1,267.00
<b>BANK INTEREST</b>	
Private Funds	0.70
Public Funds	0.27
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<b>TOTAL BANK INTEREST</b>	<b>0.97</b>
DONATIONS	100.00
<b>FEES</b>	
Solar REC	74.00
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<b>TOTAL FEES</b>	<b>81.00</b>
<b>TOWN SUPPORT</b>	
Budget Assistance	22,673.50
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<b>TOTAL TOWN SUPPORT</b>	<b>22,673.50</b>
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<b>TOTAL INCOME</b>	<b>24,122.47</b>
<b>EXPENSES</b>	
Uncategorized	458.00
<b>BUILDING MAINTENANCE</b>	
Janitorial Services	360.00
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<b>TOTAL BUILDING MAINTENANCE</b>	<b>7,333.63</b>
<b>MEDIA</b>	
Adult Audio	183.32
Adult Books	6,640.47
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Children's Audio	24.73
Children's Books	2,803.22
Periodicals	243.86
Video	436.75
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<b>TOTAL MEDIA</b>	<b>10,821.55</b>
<b>PAYROLL</b>	
Director's Salary	37,211.19
Staff Salaries	25,310.23
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<b>TOTAL PAYROLL</b>	<b>62,521.42</b>
<b>PROGRAMS</b>	
Adult Programs	58.43
Children's Programs	735.37
Family Programs	231.29

**Banking Summary**  
1/1/2021 through 7/30/2021

Category	1/1/2021- 7/30/2021
TOTAL PROGRAMS	1,025.09
STAFF EDUCATION	250.00
SUPPLIES and SERVICES	
Building Supplies	166.97
Library Supplies	1,404.87
Office Supplies	1,264.08
Telephone	760.36
TOTAL SUPPLIES and SERVICES	3,596.28
UTILITIES	
Electricity	-1,085.19
Propane	7,171.51
TOTAL UTILITIES	6,086.32
<b>TOTAL EXPENSES</b>	<b>92,092.29</b>
<b>TRANSFERS</b>	
FROM Public Funds	16,988.35
FROM Unrestricted	500.00
TO Checking	-17,488.35
<b>TOTAL TRANSFERS</b>	<b>0.00</b>
<b>OVERALL TOTAL</b>	<b>-67,969.82</b>

# Reconciliation Report

## Reconciliation Summary

### BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			4,637.14
Checks and Payments	9	Items	-2,051.75
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:			5,023.06

### YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			5,023.06
Checks and Payments	6	Items	-1,722.14
Deposits and Other Credits	0	Items	0.00
Register Balance as of 6/30/2021:			3,300.92
Checks and Payments	22	Items	-4,868.11
Deposits and Other Credits	2	Items	4,875.34
Register Ending Balance:			3,308.15



# Reconciliation Report

Checking  
8/21/2021

## Uncleared Transaction Detail up to 6/30/2021

Date	Num	Payee	Memo	Category	Clr	Amount
<b>Uncleared Checks and Payments</b>						
8/2/2019	debit	Weebly	website	SUPPLIES and SERVICES:Office Su...		-120.00
5/25/2021	debit	Popular Mechanics	1 yr	MEDIA:Periodicals		-19.97
6/17/2021	3596	Schwaab, Inc	rubber stamps	SUPPLIES and SERVICES:Office Su...		-31.48
6/23/2021	3597	Zoe Sucu	kids program	PROGRAMS:Children's Programs		-64.55
6/23/2021	3598	Baker & Taylor		MEDIA:Adult Books		-1,456.14
6/24/2021	3595	Kanopy	video streaming	MEDIA		-30.00
<b>Total Uncleared Checks and Payments</b>					6 Items	-1,722.14
<b>Uncleared Deposits and Other Credits</b>						
<b>Total Uncleared Deposits and Other Credits</b>					0 Items	0.00
<b>Total Uncleared Transactions</b>					6 Items	-1,722.14