



East Kingston Public Library  
Treasurer's Report

March 2021

# Banking Summary - Mar 2021

3/1/2021 through 3/31/2021

4/26/2021

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Category	3/1/2021- 3/31/2021
<b>INCOME</b>	
BANK INTEREST	
Private Funds	0.18
Public Funds	0.03
TOTAL BANK INTEREST	0.21
FEES	12.00
TOWN SUPPORT	
Budget Assistance	7,498.25
TOTAL TOWN SUPPORT	7,498.25
<b>TOTAL INCOME</b>	<b>7,510.46</b>
<b>EXPENSES</b>	
BUILDING MAINTENANCE	1,006.57
MEDIA	
Adult Audio	0.00
Adult Books	1,789.14
Children's Books	903.81
Periodicals	89.99
Video	265.98
TOTAL MEDIA	3,048.92
PAYROLL	
Director's Salary	4,897.54
Staff Salaries	3,086.93
TOTAL PAYROLL	7,984.47
PROGRAMS	
Children's Programs	46.03
Family Programs	14.99
TOTAL PROGRAMS	61.02
SUPPLIES and SERVICES	
Library Supplies	61.68
Office Supplies	280.65
Telephone	109.08
TOTAL SUPPLIES and SERVICES	451.41
<b>TOTAL EXPENSES</b>	<b>12,552.39</b>

## TRANSFERS

# Banking Summary - Mar 2021

3/1/2021 through 3/31/2021

4/26/2021

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Category	3/1/2021- 3/31/2021
FROM Public Funds	2,437.67
FROM Unrestricted	500.00
TO Checking	-2,937.67
<b>TOTAL TRANSFERS</b>	<b>0.00</b>
<b>OVERALL TOTAL</b>	<b>-5,041.93</b>

# Banking Summary - Q1 2021

1/1/2021 through 3/31/2021

4/26/2021

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Category	1/1/2021- 3/31/2021
<b>INCOME</b>	
BANK INTEREST	
Private Funds	0.49
Public Funds	0.09
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TOTAL BANK INTEREST	0.58
DONATIONS	100.00
FEES	7.00
Solar REC	74.00
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TOTAL FEES	81.00
TOWN SUPPORT	
Budget Assistance	14,996.50
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TOTAL TOWN SUPPORT	14,996.50
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<b>TOTAL INCOME</b>	<b>15,178.08</b>
<b>EXPENSES</b>	
BUILDING MAINTENANCE	
Janitorial Services	360.00
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TOTAL BUILDING MAINTENANCE	1,711.47
MEDIA	
Adult Audio	65.99
Adult Books	2,689.14
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Children's Books	1,183.81
Periodicals	139.91
Video	385.84
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TOTAL MEDIA	4,819.89
PAYROLL	
Director's Salary	14,692.62
Staff Salaries	8,708.67
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TOTAL PAYROLL	23,401.29
PROGRAMS	
Adult Programs	15.45
Children's Programs	321.58
Family Programs	44.97
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TOTAL PROGRAMS	382.00
SUPPLIES and SERVICES	
Building Supplies	10.00

# Banking Summary - Q1 2021

1/1/2021 through 3/31/2021

4/26/2021

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Category	1/1/2021- 3/31/2021
Library Supplies	160.00
Office Supplies	824.66
Telephone	321.66
<b>TOTAL SUPPLIES and SERVICES</b>	<b>1,316.32</b>
UTILITIES	
Propane	2,377.34
<b>TOTAL UTILITIES</b>	<b>2,377.34</b>
<b>TOTAL EXPENSES</b>	<b>34,008.31</b>
<b>TRANSFERS</b>	
FROM Public Funds	7,237.67
FROM Unrestricted	500.00
TO Checking	-7,737.67
<b>TOTAL TRANSFERS</b>	<b>0.00</b>
<b>OVERALL TOTAL</b>	<b>-18,830.23</b>

Transaction - Last month

3/1/2021 through 3/31/2021

4/26/2021

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Date	Account	Num	Description	Memo	Category	Tag	Tax Item	Clr	Amount
<b>BALANCE 2/28/2021</b>									<b>-285,535.58</b>
3/1/2021	Checking	debit	Junior Libra...		MEDIA:Chil...			R	-160.95
3/1/2021	Checking	debit	Amazon	ty gagne b...	MEDIA:Adu...			R	-41.74
3/3/2021	Checking	3583	...Baker & Ta...		--Split--	--Split--	--Split--	R	-1,402.16
3/3/2021	Checking			monthly e...	[Public Fun...			R	2,437.67
3/11/2021	Checking	3584	Junior Libra...	extra books	MEDIA:Chil...				-28.00
3/12/2021	Checking	debit	Staples	Business ...	SUPPLIES ...			R	-181.65
3/13/2021	Checking	debit	Demco	library	SUPPLIES ...			R	-61.68
3/19/2021	Checking	debit	Junior Libra...	extra books	MEDIA:Chil...			R	-160.95
3/19/2021	Checking	debit	Great Amer...	copier	SUPPLIES ...			R	-99.00
3/24/2021	Checking	3585	...Baker & Ta...		--Split--	--Split--	--Split--		-911.15
3/24/2021	Checking	debit	Consolidate...		SUPPLIES ...			R	-109.08
3/24/2021	Checking	debit	Amazon		MEDIA:Video			R	-111.93
3/24/2021	Checking	debit	Amazon		MEDIA:Video			R	-136.09
3/24/2021	Checking	debit	SKI Magazi...		MEDIA:Peri...			R	-18.00
3/24/2021	Checking	debit	Zoom Vide...		PROGRAM...			R	-14.99
3/25/2021	Checking	debit	Garden Gat...	1 yr	MEDIA:Peri...			R	-37.99
3/25/2021	Checking	debit	Counry Ho...	1 yr	MEDIA:Peri...			R	-19.00
3/27/2021	Checking		The Hill Lib...		MEDIA:Adu...			R	12.00
3/29/2021	Checking	debit	Amazon		MEDIA:Video			R	-17.96
3/30/2021	Checking	DEBIT	Family Han...	2 yrs	MEDIA:Peri...				-15.00
3/30/2021	Checking			Adirondac...	[Unrestricted]			R	500.00
3/31/2021	Checking	debit	Market Bas...		PROGRAM...			R	-46.03
3/3/2021	Public Funds				[Checking]			R	-2,437.67
3/22/2021	Public Funds		Mt. Caesar ...	book purc...	FEES			R	12.00
3/29/2021	Public Funds				TOWN SU...			R	7,498.25
3/31/2021	Public Funds				BANK INTE...			R	0.03
3/31/2021	Restricted				BANK INTE...			R	0.12
3/31/2021	Town Supp...				PAYROLL:...				-4,897.54
3/31/2021	Town Supp...				PAYROLL:...				-3,086.93
3/31/2021	Town Supp...				BUILDING ...				-1,006.57
3/30/2021	Unrestricted			gifts in ho...	[Checking]			R	-500.00
3/31/2021	Unrestricted				BANK INTE...			R	0.06
<b>3/1/2021 - 3/31/2021</b>									<b>-5,041.93</b>
<b>BALANCE 3/31/2021</b>									<b>-290,577.51</b>

Transaction - Last month

3/1/2021 through 3/31/2021

4/26/2021

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Date	Account	Num	Description	Memo	Category	Tag	Tax Item	Clr	Amount
						<b>TOTAL INFLOWS</b>			<b>10,460.13</b>
						<b>TOTAL OUTFLOWS</b>			<b>-15,502.06</b>
						<b>NET TOTAL</b>			<b>-5,041.93</b>

# Reconciliation Report

Checking  
4/26/2021

## Reconciliation Summary

### BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			541.94
Checks and Payments	28	Items	<u>-3,452.46</u>
Deposits and Other Credits	4	Items	7,749.67
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			<u>4,839.15</u>

### YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			<u>4,839.15</u>
Checks and Payments	4	Items	-1,074.15
Deposits and Other Credits	0	Items	<u>0.00</u>
Register Balance as of 4/26/2021:			3,765.00
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	<u>0.00</u>
Register Ending Balance:			3,765.00



## Reconciliation Report

Checking  
4/26/2021

### Uncleared Transaction Detail up to 4/26/2021

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
3/11/2021	3584	Junior Library Guild	extra books	MEDIA:Children's Books		-28.00
3/24/2021	3585	Baker & Taylor		MEDIA:Adult Books		-911.15
3/30/2021	DEBIT	Family Handyman	2 yrs	MEDIA:Periodicals		-15.00
<b>Total Uncleared Checks and Payments</b>						-1,074.15
<b>Uncleared Deposits and Other Credits</b>						
<b>Total Uncleared Deposits and Other Credits</b>						0.00
<b>Total Uncleared Transactions</b>						-1,074.15