

## CONTRACT MEMBER LIBRARIES - Monthly Financial Report

LIBRARY: CLARENCE PUBLIC LIBRARY

MONTH: SEPTEMBER

SAP Acct.	Description	Adopted Budget	Budget Transfers	Year-to-Date Expenditures	Available Budget	Projected Utilization at 12/31	Projected Variance at 12/31	Comments
500000	Salaries - Full-time	0	0	0	0		0	
502000	Fringe Benefits	0	0	0	0		0	
<b>Utility Charges:</b>								
515000	Water	0	0	0	0		0	
515000	Sewer	0	0	0	0		0	
515000	Telephone - Maintenance	500	0	40	460		500	
510200	Dues and Fees	0	0	0	0		0	
545000	Rental Charges	0	0	0	0		0	
506200	Repairs & Maintenance Chgs.	5,000	0	3,052	1,948		5,000	
555050	Insurance Charges	0	0	0	0		0	
510000	Travel & Mileage Expenses	100	0	0	100		100	
530000	Other Expenses & Charges	6,600	0	2,789	3,811		6,600	
530000	Contingency (Bullet Aid)	0	0	0	0		0	
	<b>TOTAL EXPENSES</b>	12,700	0	5,921	6,319	0	12,700	

	Adopted Budget	Budget Revisions	Y-T-D Revenues	To Be Realized	Projected Revenues	Projected Variance	Comments
<b>DIRECT LOCAL INCOME</b>							
Fines, Lost Books, etc.	500	0	332	168		(500)	
Copy Machines	100	0	6	94		(100)	
Print Cost Recovery	2,800	0	1,535	1,265		(2,800)	
Other Income	100	0	30	70		(100)	
State Funding	0	0	0	0		0	
Municipal Support	0	0	0	0		0	
Donations (priv. persons/foundations)	0	0	0	0		0	
Fundraising (events/booksales)	0	0	0	0		0	
Interest Income	0	0	512	(512)		0	
Misc Income	0	0	0	0		0	
Use of Fund Balance	0	0	0	0		0	
<b>TOTAL DIRECT INCOME</b>	3,500	0	2,415	1,085	0	(3,500)	

Abstract of Audited Vouchers For County Checking Account

Clarence Public Library

Date of Audit: \_\_\_\_\_

September 2025

Total Claims(\$)\_\_\_\_\_

I certify that the vouchers listed on this abstract were audited by the Clarence Library Board on this above date and allowed to be paid to the claimants in the amounts shown.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorizing Official

Voucher #	Claimant	Vouchers	Check #	Date
		Amount		
23c	People Inc	\$313.35	1330	9/4/2025
24c	Hector's Hardware	\$59.32	1331	9/4/2025

\_\_\_\_\_  
**Total:            \$372.67**

Abstract of Audited Vouchers For County Checking Account

Clarence Public Library

Date of Audit: \_\_\_\_\_

August 2025

Total Claims(\$)\_\_\_\_\_

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Date

\_\_\_\_\_  
Authorizing Official

		Vouchers		
Voucher #	Claimant	Amount	Check #	Date
21c	Hector's Hardware	\$116.85	1328	8/6/2025
22c	Clark Air Systems	\$178.00	1329	8/21/2025
Total:		\$294.85		

Abstract of Audited Vouchers For County Checking Account

Clarence Public Library

Date of Audit: \_\_\_\_\_

July 2025

Total Claims(\$)\_\_\_\_\_

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Date

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Authorizing Official

		Vouchers		
Voucher #	Claimant	Amount	Check #	Date
18c	People Inc.	\$313.35	1325	7/2/2025
19c	Hector's Hardware	\$48.47	1326	7/3/2025
20c	People Inc.	\$417.80	1327	7/31/2025
Total:		\$779.62		

## Trustees Account Monthly Statement

MONTH: SEPTEMBER

### EXPENDITURES

CATEGORY	YEAR TO DATE EXPENDITURES	NOTES
PROGRAMMING	\$0.00	
LIBRARY/OFFICE SUPPLIES	\$749.35	
BUILDING REPAIR/MAINT OTHER SPLS	\$0.00	
BUILDING REPAIR/MAINT CONTRACTS	\$0.00	
BANK CHARGES	\$0.00	
DUES	\$20.00	
FURNITURE & FIXTURES	\$299.98	
LIBRARY MATERIALS	\$3,185.34	
BULLET AID USE	\$0.00	
CHILDREN'S READING GARDEN	\$235.97	
OTHER EXPENSES	\$7,238.91	
<b>TOTAL EXPENSES</b>	<b>\$11,729.55</b>	

### REVENUE

CATEGORY	YEAR TO DATE INCOME	NOTES
DONATIONS	\$2,803.31	
CHILDREN'S READING GARDEN	\$0.00	
BULLET AID	\$20,000.00	
TRANSFER FROM SAVINGS	\$0.00	
OTHER MISC INCOME	\$2,846.18	
<b>TOTAL REVENUE</b>	<b>\$25,649.49</b>	

Abstract of Audited Vouchers For Trustees Checking Account

Clarence Public Library

Date of Audit: \_\_\_\_\_

September 2025

Total Claims(\$)                    

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Date

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Vouchers				
Voucher #	Claimant	Amount	Check #	Date
64t	Adobe	\$25.00	Credit Card	9/5/2025
65t	Amazon	\$190.46	Credit Card	9/15/2025

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<b>Total:</b>	<b>\$215.46</b>
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# Trustees Account Credit Card Ledger 2025

## September

Voucher #	Date	Merchant	Description	Amount	Transaction Fees	Balance (does not include interest)
64t	9/5/2025	Adobe	Illustrator subscription September 2025	\$25.00		\$25.00
65t	9/15/2025	Amazon	Program supplies & defibrillator batteries	\$190.46		\$215.46
						\$215.46
						\$215.46
						\$215.46
						\$215.46
						\$215.46
						\$215.46
						\$215.46
						\$215.46
						\$215.46
Total				\$215.46		

Abstract of Audited Vouchers For Trustees Checking Account

Clarence Public Library

Date of Audit: \_\_\_\_\_

August 2025

Total Claims(\$)\_\_\_\_\_

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Date

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Vouchers				
Voucher #	Claimant	Amount	Check #	Date
62t	Adobe	\$25.00	Credit Card	8/6/2025
63t	Amazon	\$85.99	Credit Card	8/6/2025

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<b>Total:</b>	<b>\$110.99</b>
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# Trustees Account Credit Card Ledger 2025

## August

Voucher #	Date	Merchant	Description	Amount	Transaction Fees	Balance (does not include interest)
62t	8/6/2025	Adobe	Illustrator Subscription August 2025	\$25.00		\$25.00
63t	8/6/2025	Amazon	Button maker replacement (TBR by Friends)	\$85.99		\$110.99
N/A	8/8/2025	Amazon	Refund for canvas returns from 58t	-\$79.99		\$31.00
N/A	8/8/2025	Amazon	Refund for paintbrush returns from 58t	-\$8.85		\$22.15
						\$22.15
						\$22.15
						\$22.15
						\$22.15
						\$22.15
						\$22.15
Total				\$22.15		

Abstract of Audited Vouchers For Trustees Checking Account

Clarence Public Library

Date of Audit: \_\_\_\_\_

July 2025

Total Claims(\$)\_\_\_\_\_

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Date

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Authorizing Official

Vouchers				
Voucher #	Claimant	Amount	Check #	Date
54t	Amazon	\$81.58	Credit Card	6/30/2025
55t	BookPage	\$756.00	1193	7/1/2025
56t	Adobe	\$25.00	Credit Card	7/6/2025
57t	Amazon	\$53.70	Credit Card	7/9/2025
58t	Amazon	\$130.20	Credit Card	7/18/2025
59t	Heggerty	\$591.92	Credit Card	7/23/2025
60t	Amazon	\$124.94	Credit Card	7/25/2025
61t	Amazon	\$125.99	Credit Card	7/31/2025
Total:		\$1889.33		

# Trustees Account Credit Card Ledger 2025

## July

Voucher #	Date	Merchant	Description	Amount	Transaction Fees	Balance (does not include interest)
54t	6/30/2025	Amazon	Button supplies & contact paper	\$81.58		\$81.58
56t	7/6/2025	Adobe	Illustrator July 2025 subscription	\$25.00		\$106.58
57t	7/9/2025	Amazon	book purchase, meeting room calendar, craft supplies	\$53.70		\$160.28
58t	7/18/2025	Amazon	craft supplies	\$130.20		\$290.48
59t	7/23/2025	Heggerty	Decodables (Bullet Aid funds)	\$591.92		\$882.40
60t	7/25/2025	Amazon	Summer reading prizes & craft supplies	\$124.94		\$1,007.34
61t	7/31/2025	Amazon	Summer reading prizes & craft supplies	\$125.99		\$1,133.33
						\$1,133.33
						\$1,133.33
						\$1,133.33
Total				\$1,133.33		