

## 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	350	0	525	(175)		350	
510200	Dues and Fees	0	0	0	0		0	
545000	Rental Charges	0	0	0	0		0	
506200	Repairs & Maintenance Chgs.	4,500	0	1,833	2,667		4,500	
555050	Insurance Charges	0	0	0	0		0	
510000	Travel & Mileage Expenses	100	0	0	100		100	
530000	Other Expenses & Charges	3,800	0	2,541	1,259		3,800	
530000	Contingency (Bullet Aid)	0	0	0	0		0	
<b>TOTAL EXPENSES</b>		<b>9,100</b>	<b>0</b>	<b>5,424</b>	<b>3,851</b>	<b>0</b>	<b>9,100</b>	

DIRECT LOCAL INCOME	Adopted Budget	Budget Revisions	Y-T-D Revenues	To Be Realized	Projected Revenues	Projected Variance	Comments
Fines, Lost Books, etc.	4,700	0	2,084	2,616		(4,700)	
Copy Machines	0	0	0	0		0	
Print Cost Recovery	3,000	0	2,295	705		(3,000)	
Other Income	100	0	48	52		(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	168	(168)		0	
Misc Income	0	0	0	0		0	
Use of Fund Balance	0	0	0	0		0	
<b>TOTAL DIRECT INCOME</b>	<b>7,800</b>	<b>0</b>	<b>4,595</b>	<b>3,205</b>	<b>0</b>	<b>(7,800)</b>	

Abstract of Audited Vouchers For County Checking Account

Clarence Public Library

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

July 2022

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

Vouchers				
Voucher #	Claimant	Amount	Check #	Date
22c	Rel Comm	\$75.00	1222	6/24/2022
23c	Amherst Alarm	\$127.00	1223	7/5/2022
24c	Hector's Hardware	\$38.07	1224	7/5/2022
25c	People, Inc.	\$368.00	1225	7/7/2022
Total:		\$608.07		

Abstract of Audited Vouchers For County Checking Account

Clarence Public Library

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

August 2022

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

Vouchers				
Voucher #	Claimant	Amount	Check #	Date
26c	Amherst Alarm	\$60.00	1226	8/1/2022
27c	People, Inc.	\$184.00	1227	8/4/2022

\_\_\_\_\_  
**Total: \$244.00**

Abstract of Audited Vouchers For County Checking Account

Clarence Public Library

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

September 2022

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

---

Vouchers				
Voucher #	Claimant	Amount	Check #	Date
28c	Hector's Hardware	\$15.76	1228	9/1/2022
29c	People, Inc.	\$368.00	1229	9/6/2022

---

Total:	\$383.76
--------	----------

---

## Trustees Account Monthly Statement

MONTH: \_\_\_\_\_ SEPTEMBER

### EXPENDITURES

CATEGORY	YEAR TO DATE EXPENDITURES	NOTES
PROGRAMMING	\$209.96	
LIBRARY/OFFICE SUPPLIES	\$579.49	
BUILDING REPAIR/MAINT OTHER SPLS	\$207.11	
BUILDING REPAIR/MAINT CONTRACTS	\$361.54	
BANK CHARGES	\$0.00	
DUES	\$20.00	
FURNITURE & FIXTURES	\$729.84	
LIBRARY MATERIALS	\$840.91	
BULLET AID USE	\$0.00	
CHILDREN'S READING GARDEN	\$255.50	
OTHER EXPENSES	\$3,721.24	
<b>TOTAL EXPENSES</b>	<b>\$6,925.59</b>	

### REVENUE

CATEGORY	YEAR TO DATE INCOME	NOTES
DONATIONS	\$5,043.62	
CHILDREN'S READING GARDEN	\$155.58	
BULLET AID	\$0.00	
TRANSFER FROM SAVINGS	\$0.00	
OTHER MISC INCOME	\$1,686.71	
<b>TOTAL REVENUE</b>	<b>\$6,885.91</b>	

Abstract of Audited Vouchers For Trustees Checking Account

Clarence Public Library

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

July 2022

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

---

Vouchers				
Voucher #	Claimant	Amount	Check #	Date
36t	McDonalds	\$125.00	Credit Card	6/28/2022
37t	Adobe	\$22.83	Credit Card	7/15/2022
38t	Amazon	\$69.84	Credit Card	7/19/2022

---

Total:	\$217.67
--------	----------

---



# Trustees Account Credit Card Ledger 2022

## July

Voucher #	Date	Merchant	Description	Amount	Transaction Fees	Balance (does not include interest)
36t	6/28/2022	McDonalds	Gift Card purchase for summer reading prizes	\$125.00		\$125.00
37t	7/15/2022	Adobe	InDesign subscription July 2022	\$22.83		\$147.83
38t	7/19/2022	Amazon	Nancy Drew Program supplies	\$69.84		\$217.67
						\$217.67
						\$217.67
						\$217.67
						\$217.67
						\$217.67
						\$217.67
						\$217.67
Total				\$217.67		

Abstract of Audited Vouchers For Trustees Checking Account

Clarence Public Library

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

August 2022

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

Vouchers				
Voucher #	Claimant	Amount	Check #	Date
39t	Amazon	\$93.99	Credit Card	8/10/2022
40t	Adobe	\$22.83	Credit Card	8/15/2022
41t	Amazon	\$83.13	Credit Card	8/16/2022
42t	Buffalo Zoo	\$150.00	Credit Card	8/18/2022
43t	Herschell Carousel Museum	\$165.00	Credit Card	8/18/2022
44t	Adventure Landing	\$21.50	Credit Card	8/18/2022
45t	Pannier Graphics	\$255.50	1137	8/18/2022
46t	Amazon	\$39.74	Credit Card	8/26/2022
47t	Amazon	\$138.36	Credit Card	8/26/2022
48t	Zoom	\$149.90	Credit Card	8/31/2022
Total:		\$1119.95		



# Trustees Account Credit Card Ledger 2022

## August

Voucher #	Date	Merchant	Description	Amount	Transaction Fees	Balance (does not include interest)
39t	8/10/2022	Amazon	Shelving unit for Sarah's desk	\$93.99		\$93.99
40t	8/15/2022	Adobe	InDesign August 2022 subscription	\$22.83		\$116.82
41t	8/16/2022	Amazon	Fire safety labels	\$83.13		\$199.95
42t	8/18/2022	Buffalo Zoo	Summer Reading prize giveaways	\$150.00		\$349.95
43t	8/18/2022	Herschell Carousel Museum	Summer Reading prize giveaways	\$165.00		\$514.95
44t	8/18/2022	Adventure Landing	Summer Reading prize giveaways	\$21.50		\$536.45
46t	8/26/2022	Amazon	2023 Meeting Room Calendars	\$39.74		\$576.19
47t	8/26/2022	Amazon	Montessori Kit supplies (STEM)	\$138.36		\$714.55
48t	8/31/2022	Zoom	12 month subscription	\$149.90		\$864.45
						\$864.45
Total				\$864.45		

Abstract of Audited Vouchers For Trustees Checking Account

Clarence Public Library

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

September 2022

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

Vouchers				
Voucher #	Claimant	Amount	Check #	Date
49t	BookPage	\$648.00	1138	9/2/2022
50t	Adobe	\$22.83	Credit Card	9/15/2022
51t	Amazon	\$36.98	Credit Card	9/16/2022
52t	Amazon	\$44.87	Credit Card	9/21/2022

\_\_\_\_\_  
**Total: \$752.68**

# Trustees Account Credit Card Ledger 2022

## September

Voucher #	Date	Merchant	Description	Amount	Transaction Fees	Balance (does not include interest)
50t	9/15/2022	Adobe	InDesign September 2022 subscription	\$22.83		\$22.83
51t	9/16/2022	Amazon	Craft program supplies	\$36.98		\$59.81
52t	9/21/2022	Amazon	Craft program supplies	\$44.87		\$104.68
						\$104.68
						\$104.68
						\$104.68
						\$104.68
						\$104.68
						\$104.68
						\$104.68
Total				\$104.68		