

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	
Utility Charges:								
515000	Water	0	0	0	0		0	
515000	Sewer	0	0	0	0		0	
515000	Telephone - Maintenance	525	0	75	450		525	
510200	Dues and Fees	0	0	0	0		0	
545000	Rental Charges	0	0	0	0		0	
506200	Repairs & Maintenance Chgs.	4,500	0	113,656	(109,156)		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	2,835	965		3,800	
530000	Contingency (Bullet Aid)	0	0	0	0		0	
TOTAL EXPENSES		9,450	0	116,641	(107,641)	0	9,450	

DIRECT LOCAL INCOME	Adopted Budget	Budget Revisions	Y-T-D Revenues	To Be Realized	Projected Revenues	Projected Variance	Comments
Fines, Lost Books, etc.	100	0	490	(390)		(100)	
Copy Machines	0	0	53	(53)		0	
Print Cost Recovery	3,000	0	1,850	1,150		(3,000)	
Other Income	100	0	56	44		(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	1,274	(1,274)		0	
Misc Income	0	0	0	0		0	
Use of Fund Balance	0	0	0	0		0	
TOTAL DIRECT INCOME	3,200	0	3,723	(523)	0	(3,200)	

Abstract of Audited Vouchers For County Checking Account

Clarence Public Library

Date of Audit: _____

July 2023

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
19c	Hector's Hardware	\$45.84	1256	7/7/2023
20c	People Inc.	\$297.00	1257	7/7/2023
21c	Aqua Systems of WNY	\$148.00	1258	7/19/2023
Total:		\$490.84		

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August 2023

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Date

Authorizing Official

Voucher #	Claimant	Vouchers	Check #	Date
		Amount		
22c	Hector's Hardware	\$61.33	1259	8/4/2023
23c	People Inc.	\$297.00	1260	8/4/2023

Total: \$358.33

Abstract of Audited Vouchers For County Checking Account

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September 2023

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Date

Authorizing Official

Vouchers				
Voucher #	Claimant	Amount	Check #	Date
24c	Hector's Hardware	\$54.35	1261	9/6/2023
25c	People, Inc.	\$396.00	1262	9/6/2023

Total: \$450.35

Trustees Account Monthly Statement

MONTH: SEPTEMBER

EXPENDITURES

CATEGORY	YEAR TO DATE EXPENDITURES	NOTES
PROGRAMMING	\$0.00	
LIBRARY/OFFICE SUPPLIES	\$391.19	
BUILDING REPAIR/MAINT OTHER SPLS	\$124.67	
BUILDING REPAIR/MAINT CONTRACTS	\$0.00	
BANK CHARGES	\$0.00	
DUES	\$20.00	
FURNITURE & FIXTURES	\$0.00	
LIBRARY MATERIALS	\$265.77	
BULLET AID USE	\$0.00	
CHILDREN'S READING GARDEN	\$425.93	
OTHER EXPENSES	\$7,814.33	
TOTAL EXPENSES	\$9,041.89	

REVENUE

CATEGORY	YEAR TO DATE INCOME	NOTES
DONATIONS	\$2,107.91	
CHILDREN'S READING GARDEN	\$0.00	
BULLET AID	\$0.00	
TRANSFER FROM SAVINGS	\$0.00	
OTHER MISC INCOME	\$1,779.94	
TOTAL REVENUE	\$3,887.85	

Abstract of Audited Vouchers For Trustees Checking Account

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Authorizing Official

Voucher #	Claimant	Vouchers		
		Amount	Check #	Date
48t	Amazon	\$25.97	Credit Card	6/30/2023
49t	BookPage	\$720.00	1154	7/7/2023
50t	Adobe	\$22.83	Credit Card	7/15/2023
51t	Amazon	\$169.41	Credit Card	7/29/2023

Total: \$938.21

Trustees Account Credit Card Ledger 2023

July

Voucher #	Date	Merchant	Description	Amount	Transaction Fees	Balance (does not include interest)
48t	6/30/2023	Amazon	Maker Monday supplies	\$25.97		\$25.97
50t	7/15/2023	Adobe	InDesign July 2023 subscription	\$22.83		\$48.80
51t	7/29/2023	Amazon	Program supplies (Nancy Drew)	\$169.41		\$218.21
						\$218.21
						\$218.21
						\$218.21
						\$218.21
						\$218.21
						\$218.21
						\$218.21
Total				\$218.21		

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Date

Authorizing Official

Voucher #	Claimant	Vouchers		
		Amount	Check #	Date
52t	Amazon	\$30.98	Credit Card	8/3/2023
53t	Adobe	\$22.83	Credit Card	8/15/2023

Total: \$53.81

Trustees Account Credit Card Ledger 2023

August

Voucher #	Date	Merchant	Description	Amount	Transaction Fees	Balance (does not include interest)
52t	8/3/2023	Amazon	Bike tags & program supplies	\$30.98		\$30.98
53t	8/15/2023	Adobe	InDesign August 2023 subscription	\$22.83		\$53.81
						\$53.81
						\$53.81
						\$53.81
						\$53.81
						\$53.81
						\$53.81
						\$53.81
						\$53.81
Total				\$53.81		

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Date

Authorizing Official

Vouchers				
Voucher #	Claimant	Amount	Check #	Date
54t	Amazon	\$39.19	Credit Card	9/6/2023
55t	Amazon	\$276.93	Credit Card	9/6/2023
56t	Adobe	\$22.83	Credit Card	9/15/2023

Total: \$338.95

Trustees Account Credit Card Ledger 2023

September

Voucher #	Date	Merchant	Description	Amount	Transaction Fees	Balance (does not include interest)
54t	9/6/2023	Amazon	Meeting room calendars	\$39.19		\$39.19
55t	9/6/2023	Amazon	Craft supplies	\$276.93		\$316.12
56t	9/15/2023	Adobe	InDesign subscription September 2023	\$22.83		\$338.95
						\$338.95
						\$338.95
						\$338.95
						\$338.95
						\$338.95
						\$338.95
						\$338.95
Total				\$338.95		