

Abstract of Audited Vouchers For County Checking Account

Clarence Public Library

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

December 2024

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		
		Amount	Check #	Date
32c	Hector's Hardware	\$41.06	1305	12/5/2024
33c	People Inc.	\$313.35	1306	12/5/2024
34c	People Inc.	\$208.90	1307	12/31/2024

\_\_\_\_\_  
**Total: \$563.31**

**CONTRACT MEMBER LIBRARIES - Monthly Financial Report**

LIBRARY: CLARENCE PUBLIC LIBRARY

MONTH: DECEMBER

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	400	100		500	
510200	Dues and Fees	0	0	0	0		0	
545000	Rental Charges	0	0	0	0		0	
506200	Repairs & Maintenance Chgs.	4,500	0	2,067	2,433		4,500	
555050	Insurance Charges	0	0	0	0		0	
510000	Travel & Mileage Expenses	100	0	0	100		100	
530000	Other Expenses & Charges	4,100	0	4,398	(298)		4,100	
530000	Contingency (Bullet Aid)	0	0	0	0		0	
	<b>TOTAL EXPENSES</b>	<b>9,700</b>	<b>0</b>	<b>7,265</b>	<b>2,335</b>	<b>0</b>	<b>9,700</b>	

<b>DIRECT LOCAL INCOME</b>		Adopted Budget	Budget Revisions	Y-T-D Revenues	To Be Realized	Projected Revenues	Projected Variance	Comments
	Fines, Lost Books, etc.	200	0	809	(609)		(200)	
	Copy Machines	100	0	81	19		(100)	
	Print Cost Recovery	3,000	0	2,357	643		(3,000)	
	Other Income	100	0	62	38		(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	1,434	(1,434)		0	
	Misc Income	0	0	0	0		0	
	Use of Fund Balance	0	0	0	0		0	
	<b>TOTAL DIRECT INCOME</b>	<b>3,400</b>	<b>0</b>	<b>4,743</b>	<b>(1,343)</b>	<b>0</b>	<b>(3,400)</b>	

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Voucher #	Claimant	Vouchers		
		Amount	Check #	Date
71t	Amazon	\$293.79	Credit Card	12/2/2024
72t	Adobe	\$25.00	Credit Card	12/6/2024
73t	Apple	\$14.13	Credit Card	12/12/2024
74t	Teach My Kid to Read	\$124.95	Credit Card	12/25/2024
75t	NYS Parks	\$72.00	Credit Card	12/30/2024
<b>Total:</b>		<b>\$529.87</b>		

## Trustees Account Monthly Statement

MONTH: DECEMBER

### EXPENDITURES

CATEGORY	YEAR TO DATE EXPENDITURES	NOTES
PROGRAMMING	\$775.00	
LIBRARY/OFFICE SUPPLIES	\$203.69	
BUILDING REPAIR/MAINT OTHER SPLS	\$665.25	
BUILDING REPAIR/MAINT CONTRACTS	\$0.00	
BANK CHARGES	\$0.00	
DUES	\$20.00	
FURNITURE & FIXTURES	\$2,073.19	
LIBRARY MATERIALS	\$730.57	
BULLET AID USE	\$0.00	
CHILDREN'S READING GARDEN	\$0.00	
OTHER EXPENSES	\$6,555.70	
<b>TOTAL EXPENSES</b>	<b>\$11,023.40</b>	

### REVENUE

CATEGORY	YEAR TO DATE INCOME	NOTES
DONATIONS	\$3,276.89	
CHILDREN'S READING GARDEN	\$0.00	
BULLET AID	\$0.00	
TRANSFER FROM SAVINGS	\$0.00	
OTHER MISC INCOME	\$2,796.27	
<b>TOTAL REVENUE</b>	<b>\$6,073.16</b>	

# Trustees Account Credit Card Ledger 2024

## December

Voucher #	Date	Merchant	Description	Amount	Transaction Fees	Balance (does not include interest)
71t	12/2/2024	Amazon	Staff bathroom furniture (TBR by Friends)	\$293.79		\$293.79
72t	12/6/2024	Adobe	Illustrator subscription December 2024	\$25.00		\$318.79
73t	12/12/2024	Apple, Inc.	Procreate app purchase for design	\$14.13		\$332.92
74t	12/25/2024	Teach My Kid to Read	1 yr membership for Decodables classes	\$124.95		\$457.87
75t	12/30/2024	NYS Parks	2025 NYS Parks Pass (TBR by Friends)	\$72.00		\$529.87
						\$529.87
						\$529.87
						\$529.87
						\$529.87
						\$529.87
						\$529.87
Total				\$529.87		\$529.87

Abstract of Audited Vouchers For County Checking Account

Clarence Public Library

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

January 2025

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

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Date

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Authorizing Official

Voucher #	Claimant	Vouchers		
		Amount	Check #	Date
1c	Hector's Hardware	\$43.75	1308	1/3/2025

\_\_\_\_\_  
**Total: \$43.75**  
\_\_\_\_\_

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January 2025

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Voucher #	Claimant	Vouchers		
		Amount	Check #	Date
1t	Amazon	\$130.60	Credit Card	1/2/2025
2t	Amazon	\$120.13	Credit Card	1/3/2025
3t	Adobe	\$25.00	Credit Card	1/6/2025
4t	Amazon	\$148.28	Credit Card	1/17/2025
5t	Amazon	\$322.77	Credit Card	1/24/2025
<b>Total:</b>		<b>\$746.78</b>		

## Trustees Account Monthly Statement

MONTH: \_\_\_\_\_ JANUARY \_\_\_\_\_

### EXPENDITURES

CATEGORY	YEAR TO DATE EXPENDITURES	NOTES
PROGRAMMING	\$0.00	
LIBRARY/OFFICE SUPPLIES	\$0.00	
BUILDING REPAIR/MAINT OTHER SPLS	\$0.00	
BUILDING REPAIR/MAINT CONTRACTS	\$0.00	
BANK CHARGES	\$0.00	
DUES	\$0.00	
FURNITURE & FIXTURES	\$0.00	
LIBRARY MATERIALS	\$0.00	
BULLET AID USE	\$0.00	
CHILDREN'S READING GARDEN	\$0.00	
OTHER EXPENSES	\$746.78	
<b>TOTAL EXPENSES</b>	<b>\$746.78</b>	

### REVENUE

CATEGORY	YEAR TO DATE INCOME	NOTES
DONATIONS	\$497.90	
CHILDREN'S READING GARDEN	\$0.00	
BULLET AID	\$0.00	
TRANSFER FROM SAVINGS	\$0.00	
OTHER MISC INCOME	\$0.00	
<b>TOTAL REVENUE</b>	<b>\$497.90</b>	



# Trustees Account Credit Card Ledger 2025

## January

Voucher #	Date	Merchant	Description	Amount	Transaction Fees	Balance (does not include interest)
1t	1/2/2025	Amazon	Puzzle Day supplies (TBR by Friends)	\$130.60		\$130.60
2t	1/3/2025	Amazon	Supplies & bookmarks	\$120.13		\$250.73
3t	1/6/2025	Adobe	Illustrator subscription January 2025	\$25.00		\$275.73
4t	1/17/2025	Amazon	Lunar New Year program supplies	\$148.28		\$424.01
5t	1/24/2025	Amazon	Baby Prom and February Makeny supplies	\$322.77		\$746.78
						\$746.78
						\$746.78
						\$746.78
						\$746.78
						\$746.78
Total				\$746.78		\$746.78