

## 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	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	1,948	2,552		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	3,145	955		4,100	
530000	Contingency (Bullet Aid)	0	0	0	0		0	
	<b>TOTAL EXPENSES</b>	<b>9,700</b>	<b>0</b>	<b>5,893</b>	<b>3,707</b>	<b>0</b>	<b>9,700</b>	

DIRECT LOCAL INCOME	Adopted Budget	Budget Revisions	Y-T-D Revenues	To Be Realized	Projected Revenues	Projected Variance	Comments
Fines, Lost Books, etc.	200	0	594	(394)		(200)	
Copy Machines	100	0	51	49		(100)	
Print Cost Recovery	3,000	0	1,701	1,299		(3,000)	
Other Income	100	0	47	53		(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	909	(909)		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>3,302</b>	<b>98</b>	<b>0</b>	<b>(3,400)</b>	

Abstract of Audited Vouchers For County Checking Account

Clarence Public Library

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

July 2024

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

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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.

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Date

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Authorizing Official

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Vouchers				
Voucher #	Claimant	Amount	Check #	Date
20c	People Inc.	\$417.80	1293	7/3/2024
21c	Hector's Hardware	\$53.90	1294	7/3/2024
22c	Amherst Alarm, Inc.	\$108.00	1295	7/15/2024
<b>Total:</b>		<b>\$579.70</b>		

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Abstract of Audited Vouchers For County Checking Account

Clarence Public Library

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

August 2024

Total Claims(\$)                    

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\_\_\_\_\_

Date

\_\_\_\_\_

Authorizing Official

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Voucher #	Claimant	Vouchers		
		Amount	Check #	Date
23c	People, Inc	\$313.35	1296	8/5/2024
24c	Hector's Hardware	\$31.33	1297	8/6/2024

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**Total:                   \$344.68**

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Abstract of Audited Vouchers For County Checking Account

Clarence Public Library

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

September 2024

Total Claims(\$)                    

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Date

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Authorizing Official

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Vouchers				
Voucher #	Claimant	Amount	Check #	Date
25c	People Inc	\$313.35	1298	9/5/2024
26c	Hector's Hardware	\$80.98	1299	9/5/2024
27c	Amherst Alarm	\$165.00	1300	9/11/2024

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<b>Total:</b>	<b>\$559.33</b>
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Trustees Account Monthly Statement

MONTH: SEPTEMBER

EXPENDITURES

CATEGORY	YEAR TO DATE EXPENDITURES	NOTES
PROGRAMMING	\$475.00	
LIBRARY/OFFICE SUPPLIES	\$203.69	
BUILDING REPAIR/MAINT OTHER SPLS	\$292.25	
BUILDING REPAIR/MAINT CONTRACTS	\$0.00	
BANK CHARGES	\$0.00	
DUES	\$20.00	
FURNITURE & FIXTURES	\$506.64	
LIBRARY MATERIALS	\$590.73	
BULLET AID USE	\$0.00	
CHILDREN'S READING GARDEN	\$0.00	
OTHER EXPENSES	\$5,039.03	
<b>TOTAL EXPENSES</b>	<b>\$7,127.34</b>	

REVENUE

CATEGORY	YEAR TO DATE INCOME	NOTES
DONATIONS	\$1,771.04	
CHILDREN'S READING GARDEN	\$0.00	
BULLET AID	\$0.00	
TRANSFER FROM SAVINGS	\$0.00	
OTHER MISC INCOME	\$1,231.25	
<b>TOTAL REVENUE</b>	<b>\$3,002.29</b>	

Abstract of Audited Vouchers For Trustees Checking Account

Clarence Public Library

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

July 2024

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

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Date

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Authorizing Official

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Vouchers				
Voucher #	Claimant	Amount	Check #	Date
37t	Amazon	\$72.23	Credit Card	6/24/2024
38t	Amazon	\$332.20	Credit Card	6/26/2024
39t	Amazon	\$82.75	Credit Card	6/26/2024
40t	BookPage	\$744.00	1170	7/3/2024
41t	Amazon	\$96.40	Credit Card	7/3/2024
42t	Lowe's	\$35.92	Credit Card	7/15/2024
43t	Adobe	\$25.00	Credit Card	7/15/2024
44t	Amazon	\$52.95	Credit Card	7/31/2024
<b>Total:</b>		<b>\$1441.45</b>		

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# Trustees Account Credit Card Ledger 2024

## July

Voucher #	Date	Merchant	Description	Amount	Transaction Fees	Balance (does not include interest)
37t	6/24/2024	Amazon	Summer reading prizes	\$72.23		\$72.23
38t	6/26/2024	Amazon	Summer craft supplies	\$332.20		\$404.43
39t	6/26/2024	Amazon	Cookies & labels for Friends (TBR by Friends)	\$82.75		\$487.18
41t	7/3/2024	Amazon	Summer programming supplies	\$96.40		\$583.58
42t	7/11/2024	Lowe's	Hanging hooks for storytime rugs	\$35.92		\$619.50
43t	7/15/2024	Adobe	InDesign subscription July 2024	\$25.00		\$644.50
44t	7/31/2024	Amazon	Bluebird program supplies	\$52.95		\$697.45
						\$697.45
						\$697.45
						\$697.45
Total				\$697.45		

Abstract of Audited Vouchers For Trustees Checking Account

Clarence Public Library

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

August 2024

Total Claims(\$)                    

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Date

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Authorizing Official

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Vouchers				
Voucher #	Claimant	Amount	Check #	Date
45t	Amazon	\$15.87	Credit Card	8/2/2024
46t	Lowe's	\$198.75	Credit Card	8/7/2024
47t	Foam Rider LLC	\$325.00	1171	8/8/2024
48t	Adobe	\$25.00	Credit Card	8/15/2024
49t	Amazon	\$84.58	Credit Card	8/22/2024
50t	Demco, Inc	\$109.72	1172	8/27/2024
<b>Total:</b>		<b>\$758.92</b>		

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# Trustees Account Credit Card Ledger 2024

## August

Voucher #	Date	Merchant	Description	Amount	Transaction Fees	Balance (does not include interest)
45t	8/2/2024	Amazon	Foam party wristbands	\$15.87		\$15.87
46t	8/7/2024	Lowe's	Meeting room closet shelving	\$198.75		\$214.62
48t	8/15/2024	Adobe	InDesign subscription August 2024	\$25.00		\$239.62
49t	8/22/2024	Amazon	craft & office supplies	\$84.58		\$324.20
						\$324.20
						\$324.20
						\$324.20
						\$324.20
						\$324.20
						\$324.20
						\$324.20
Total				\$324.20		

Abstract of Audited Vouchers For Trustees Checking Account

Clarence Public Library

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

September 2024

Total Claims(\$)                    

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\_\_\_\_\_  
Date

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

Voucher #	Claimant	Vouchers		
		Amount	Check #	Date
51t	Adobe	\$25.00	Credit Card	9/15/2024
52t	ULINE	\$245.94	1173	9/17/2024
53t	Amazon	\$137.53	Credit Card	9/17/2024
54t	Amazon	\$43.83	Credit Card	9/17/2024

**Total: \$452.30**

# Trustees Account Credit Card Ledger 2024

## September

Voucher #	Date	Merchant	Description	Amount	Transaction Fees	Balance (does not include interest)
51t	9/15/2024	Adobe	InDesign subscription September 2024	\$25.00		\$25.00
53t	9/17/2024	Amazon	Teen lit box supplies (TBR by Friends)	\$137.53		\$162.53
54t	9/17/2024	Amazon	Diwali program supplies (ENL grant)	\$43.83		\$206.36
						\$206.36
						\$206.36
						\$206.36
						\$206.36
						\$206.36
						\$206.36
						\$206.36
						\$206.36
						\$206.36
Total				\$206.36		