

Financial Report
Mendon Public Library Board of Trustees
December 5, 2022

LIBRARY OPERATING FUNDS

Account Transfers:

Transfer From:			Transfer to		
Account	Number	Amount	Account	Number	Amount
Clerks	L7410.110	1,400.00	Software	L7410.200	1,400.00
Clerks	L7410.110	400.00	Tech Services	L7410.210	400.00
Clerks	L7410.110	5,200.00	Hardware	L7410.230	5,200.00
Clerks	L7410.110	800.00	Visiting Artist	L7410.409	800.00
Custodian	L7410.130	200.00	Library Assistant	L7410.160	200.00
Periodicals	L7410.404	130.00	Database Subscriptions	L7410.405	130.00
Recordings	L7410.406	930.00	Database Subscriptions	L7410.405	930.00
Tapes	L7410.407	140.00	Database Subscriptions	L7410.405	140.00
Xerox	L7410.440	170.00	County Card Fee	L7410.445	170.00
Window Cleaning	L7410.473	70.00	Equipment Repair	L7410.430	\$ 70.00
	Total	\$9,390.00		Total	\$9,390.00

Payment of Claims:

Voucher 2022-12-165 through 2022-12-182 for a total amount of \$12,984.55.

Acceptance of Deposits:

Date	Memo	Check	Amount	Deposit
12/1/2022	Deposit			\$ 538.75
	Cash register deposit for period ending 11/10/22	Cash	\$ 154.85	
	Cash register deposit for period ending 11/17/22	Cash	\$ 137.35	
	Cash register deposit for period ending 12/1/22	Cash	\$ 246.55	
	Total:			\$ 538.75

The above funds were deposited to the Town Controlled accounts, and financial reports were forwarded to the Town of Mendon.

BOARD OF TRUSTEE ACCOUNTS:***Account Balances:***

Account	Date	Balance	Reconciled
M&T Checking Account	9/30/2022	\$ 4,593.58	11/7/2022
M&T Savings Account	9/30/2022	\$ 2,595.53	11/7/2022

Acceptance of Deposits:

Date	Memo	Check	Amount	Deposit
12/1/2022	Deposit			\$ 500.00
	Donation from Lynn Minderman – Unrestricted Funds			
	Total:			\$ 500.00

Payment of Claims:

	Check #	Vendor	Memo	Amount
9/5/2022	466	Hipocampo Children's Books	SRP 2022 – Bilingual Story Time 7/28 (Reissue CK #457)	\$ 150.00
			Total	\$ 150.00