

Enrich Lives, Celebrate Community, Inspire Creativity

**Board of Trustees September Meeting
September 14, 2020
7:00 p.m.**

Join with Google Meet

Meet.google.com/gxz-nwmt-syr

Join by phone

(US)+1 252--563-4446

PIN: 899 327 608

(You can use Meet in a chrome browser on any device, or download the Meet app.)

- I. September meeting call to order**
- II. Welcome visitors and public comments**
- III. Approval of August minutes**
- IV. Director's reports:**
- V. Financial reports:**
- VI. New Business**
 - 1. Reopening publicity continues**
 - 2. Virtual meeting platform**
 - 3. Balancing print and electronic collections**
- VII. Adjournment**

The next meeting of the Board of Trustees is scheduled for October 12, 2020.

RCS Community Library
Minutes of the Board of Trustees Meeting
Monday August 10, 2020
Meeting via GotoMeeting audio-video during the corona
virus pandemic

Attendance: Marie Sturges (MS), Meredith Wagoner (MW), Tricia Visconti (TV), Sheila Schwartz (SS), Laurie Dickerson (LD), Judith Wines (JW)

Absent: Megan Aurelia (MA). Russell Sykes (RS)

Guests: None

Next meeting: Monday, September 14, 2020 7:00 PM via Google goto meeting. JW will send out the invitation.

The meeting was called to order at 7:07 PM by MS.

JW is recording the meeting.

The minutes of the Annual Meeting minutes of July 13, 2020 were approved via a motion by TV and seconded by MW without changes.

The minutes of the July 13, 2020 meeting were approved, with the following corrections, via a motion by MW and seconded by TV:

- MW's last name should be spelled "Wagoner".
- On page 2, should read "Children's Aid" grant.
- Tim Burke's name does not include an "h".

Director's Report

Programs

- Young Writer's Boot Camp will occur weekly, virtually, with five participants.
- The Vermont Museum program will be held outdoors.
- The Library paired with the Village to present the Hoopa Hoop program in Mosher Park.

- Outdoor Storytimes for preschoolers (not toddlers) has resumed in Mosher Park. This program is in experimental mode.
- Carol is putting together a Grab and Go crafts program for adults.

Statistics

- In June-July 2020, 852 items were distributed curbside.
- 3000 items were shared on Overdrive.
- July 2020 saw 65-70 % of circulated content compared with July 2019.

Financial

- Almost everything is under budget.
- All fines are being waived.
- Custodial supplies are way up; at present , they represent 684% of budgeted supplies.
- JW noted that the check records were emailed to Board members. Board members are asked to review the checks online and get back to JW with any comments.
- JW is working on getting MW 's name added to the checking account.

Assurances

- JW reports that the Library is in the clear. A motion was made by LD and seconded by MW, that MS sign the Assurances tomorrow. The motion was approved unanimously.

Building and Grounds

- JW has received a quote from Northeast Heating for \$9400.00 for air quality improvement. It meets the funding criteria, as per Tim Burke of UHLAN.
- A motion to accept the bid of \$9400.00 was made by TV and seconded by LD. The motion was approved unanimously.

- An updated estimate was received for the boiler door and the Main Street door repair. JW will call them to schedule the work. The funding is part of last year's construction grant. This work is needed to aid in maintaining one way traffic in the Library as part of the corona virus measures being taken.

-The Zoning Board approved a variance for the electronic sign. This was also part of last year's construction grant.

Riverfest

-During the second week of September there will be a Riverfest and Farmer's market outdoors in Coeyman's Park once a week. The Library plans to participate in the Riverfest, probably Saturday afternoon. The main purpose is to publicize that the Library is open.

-This week the Library will send one staff member to the Farmer's Market.

Publicity

-JW asks Board members to chat about the Library being open to get the word out.

-The chicken barbecue is on hold.

MS adjourned at 7:40 pm., supported by a motion from TV and seconded by SS.

The next meeting is scheduled for Monday, September 14, 2020 at 7 p.m.via Google Meet. JW will send the invitation.

Respectfully submitted, Laurie Dickerson,

Secretary RCSCCL Board

RCS Community Library
Profit & Loss
August 2020

	<u>Aug 20</u>
Ordinary Income/Expense	
Income	
1001-MISC DESK RECEIPTS	399.72
1003-GIFTS	210.00
1004-INTEREST	12.81
Total Income	<u>622.53</u>
Expense	
2004-TRASH	30.00
2005-CUSTODIAL SUPPLIES	200.80
2006-VOICE LINES	134.39
2007-TELECOMMUNICATION COSTS	35.00
2009-PROPERTY/LIABILITY INSURAN	988.00
2010-Routine Maintenance	938.03
2011-FIXED ASSETS	32.00
3000-DIRECTOR SALARY	5,153.84
3001-LIBRARIAN SALARY	11,189.68
3002-LIBRARY ASSISTANT	1,403.25
3003-LIBRARY CLERK	7,363.60
3005-ACCOUNTING	100.00
3006-CUSTODIAN	2,700.00
4006-NYSERS	-59.62
4007-WORKER'S COP/DISABILITY	287.41
4008-UNEMPLOYMENT INSURANCE	19.34
4009-MED -EMPLOYER-EXP	2,388.44
4010-FICA/EMPLOYER-SS/MC	1,928.59
5000-JUVENILE BOOKS	317.05
5001-ADULT BOOKS	1,216.99
5002-ADULT AUDIO	111.36
5003-PERIODICALS & SUBSCRIPTION	277.98
5004-MUSIC	52.45
5005-DVD'S	206.93
5006-ELECTRONIC CONTENT	606.35
6000-PROGRAMMING SUPPLIES	108.17
6001-SUMMER READING PROGRAM	204.42
7000- SUPPLIES-OFFICE	256.20
7001-SUPPLIES-PROCESSING	193.84
7300-COPIER LEASE	315.52
7301-TECHNOLOGY	432.00
9000-LOST/DAM BOOKS-OTHER LIBRA	20.00
9002-Payroll Processing Fees	138.00
Total Expense	<u>39,290.01</u>
Net Ordinary Income	-38,667.48
Other Income/Expense	
Other Expense	
2013-COVID 19	200.00

10:56 AM
09/07/20
Accrual Basis

RCS Community Library
Profit & Loss
August 2020

	<u>Aug 20</u>
Total Other Expense	200.00
Net Other Income	<u>-200.00</u>
Net Income	<u><u>-38,867.48</u></u>

ASSETS

Current Assets

Checking/Savings

B-1567 Reserve Fund	123,963.51
B-6254 Cash-Operating	-32,005.80
B1840 Cash-Capital Fund Savings	48,730.86
B201-00 Cash Payroll	989.46
B3142 Cash-Savings	82,242.29
B5546-Board Reserve Fund	27,687.80
B8884-Acoustic Doorways Savings	4,702.26
L202-00 Petty Cash	200.00
L204-00 Desk Receipts	-0.35

Total Checking/Savings 256,510.03

Other Current Assets

L380-13-2 Grant Outreach -Entry	19,795.00
Prepaid Expenses	1,897.00
Undeposited Funds	200.00

Total Other Current Assets 21,892.00

Total Current Assets 278,402.03

Fixed Assets

L500-10 Building Improvements	847,943.96
L500-11 Computer Equipment	68,409.20
L500-12 Furniture & Fixtures	145,174.08
L510-00 Accumulated Depreciatio	-244,849.07

Total Fixed Assets 816,678.17

Other Assets

L1600-00-Deferred Outflow of Re	40,762.00
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Total Other Assets 40,762.00

TOTAL ASSETS 1,135,842.20

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

L600-00 Accounts Payable	-1,524.35
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Total Accounts Payable -1,524.35

Other Current Liabilities

L602-00 Accrued Vacation	0.15
L604-00-Accrued ERS Liability	9,680.00
L700-00 FICA Payable	-0.29
L710-00 SWT PAYABLE	-0.39
L720-00 NY 414Y Payable	855.62
L720-05 FSA deduction (p/r)	0.36
L730-00 AFLACA/P	-0.36
L7400-00 Accrued Expense	7,159.06
L750-00 Bonds Payable	410,000.00

10:54 AM
09/07/20
Accrual Basis

RCS Community Library
Balance Sheet
As of August 31, 2020
Aug 31, 20

Total Other Current Liabilities	<u>427,694.15</u>
Total Current Liabilities	426,169.80
Long Term Liabilities	
L800-00-Net Pension Liability	72,610.00
L900-00-Deferred Inflows of Res	23,860.00
Total Long Term Liabilities	<u>96,470.00</u>
Total Liabilities	522,639.80
Equity	
L909-00 Net Assests	355,969.34
L909-00 Unrestricted Fund Balan	200,000.03
L909-02 Unrestricted Fund Balan	2,065.00
L909-04 Unrestricted Net Assets	-34,668.00
L909-05 Prior Period Adjustment	25,342.00
Unrestricted Net Assets	135,660.82
Net Income	-71,166.79
Total Equity	<u>613,202.40</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,135,842.20</u></u>

RCS Community Library
Budget vs. Actual 2020-2021
 July through August 2020

	Jul - Aug 20	Budget	\$ Over Budget	% of Budget
4009-MED -EMPLOYER-EXP	1,885.98	5,399.10	-3,513.12	34.93%
4010-FICA/EMPLOYER-SS/MC	3,818.59	4,366.30	-547.71	87.46%
4013	0.00	0.00	0.00	0.0%
5000-JUVENILE BOOKS	558.77	1,583.30	-1,024.53	35.29%
5001-ADULT BOOKS	1,216.99	1,833.30	-616.31	66.38%
5002-ADULT AUDIO	111.36	166.60	-55.24	66.84%
5003-PERIODICALS & SUBSCRIPTION	692.95	250.00	442.95	277.18%
5004-MUSIC	52.45	133.30	-80.85	39.35%
5005-DVD'S	206.93	500.00	-293.07	41.39%
5006-ELECTRONIC CONTENT	1,228.53	1,666.60	-438.07	73.72%
5007-UHLS CATALOG	1,838.81	0.00	1,838.81	100.0%
5008-Lost/DAM Books-Other Libra	0.00	0.00	0.00	0.0%
6000-PROGRAMMING SUPPLIES	158.23	3,041.00	-2,882.77	5.2%
6001-SUMMER READING PROGRAM	204.42	166.60	37.82	122.7%
6002-SRP PERFORMERS	342.57	0.00	342.57	100.0%
6003-Acoustic Doorways Perform	0.00	0.00	0.00	0.0%
7000- SUPPLIES-OFFICE	471.20	833.30	-362.10	56.55%
7001-SUPPLIES-PROCESSING	193.84	0.00	193.84	100.0%
7002-POSTAGE	4.16	166.60	-162.44	2.5%
7003-ANNUAL MAILING	0.00	0.00	0.00	0.0%
7004-PUBLICITY / SIGNWORK	0.00	50.00	-50.00	0.0%
7005-PETTY CASH	0.00	0.00	0.00	0.0%
7100-MEMBERSHIP DUES	0.00	166.60	-166.60	0.0%
7101-CONFERENCE & STAFF DEV	0.00	325.00	-325.00	0.0%
7102-TRAVEL	0.00	166.60	-166.60	0.0%
7200-D & O INSURANCE	0.00	116.60	-116.60	0.0%
7201-AUDITOR	0.00	3,000.00	-3,000.00	0.0%
7202-LEGAL CONSULTANT	0.00	0.00	0.00	0.0%
7203-MISC. BOARD EXPENSE	0.00	150.00	-150.00	0.0%
7300-COPIER LEASE	315.52	533.30	-217.78	59.16%
7301-TECHNOLOGY	919.47	895.00	24.47	102.73%
7302-TECHNOLOGY RESERVE	0.00	0.00	0.00	0.0%
7303-	0.00	0.00	0.00	0.0%
7304-Hardware	0.00	0.00	0.00	0.0%
8002-BUILDING IMPROVEMENTS	0.00	0.00	0.00	0.0%
8003-Capital Expense	0.00	0.00	0.00	0.0%
9000-LOST/DAM BOOKS-OTHER LIBRA	20.00	0.00	20.00	100.0%
9001-Misc Expense	0.00	0.00	0.00	0.0%
9002-Payroll Processing Fees	273.00			
L9999-99 DEPRECIATION	0.00	0.00	0.00	0.0%
Total Expense	71,082.70	89,410.17	-18,327.47	79.5%
Net Ordinary Income	-69,222.68	-84,864.75	15,642.07	81.57%
Other Income/Expense				
Other Income				

RCS Community Library
Budget vs. Actual 2020-2021
 July through August 2020

	Jul - Aug 20	Budget	\$ Over Budget	% of Budget
L380-14 Undeposited Funds	0.00	0.00	0.00	0.0%
Total Other Income	0.00	0.00	0.00	0.0%
Other Expense				
2013-COVID 19	1,944.11			
Total Other Expense	1,944.11			
Net Other Income	-1,944.11	0.00	-1,944.11	100.0%
Net Income	-71,166.79	-84,864.75	13,697.96	83.86%

RCS Community Library
Budget vs. Actual 2020-2021
 July through August 2020

	Jul - Aug 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
1000-TAX LEVY	0.00	0.00	0.00	0.0%
1001-MISC DESK RECEIPTS	662.72	995.52	-332.80	66.57%
1002-GRANTS	0.00	0.00	0.00	0.0%
1003-GIFTS	1,170.00	166.60	1,003.40	702.28%
1004-INTEREST	27.30	83.30	-56.00	32.77%
1005-FUNDRAISING	0.00	0.00	0.00	0.0%
1006-ERATE	0.00	0.00	0.00	0.0%
1007-LOCAL LIBRARY SERVICE	0.00	3,300.00	-3,300.00	0.0%
1008-MISCELLANEOUS INCOME	0.00	0.00	0.00	0.0%
1009-Acoustic Doorways Revenue	0.00	0.00	0.00	0.0%
1010-Unbudgeted Grant Income	0.00	0.00	0.00	0.0%
1011-PILOTs	0.00	0.00	0.00	0.0%
Total Income	1,860.02	4,545.42	-2,685.40	40.92%
Expense				
2000-Bond Payment	0.00	0.00	0.00	0.0%
2001-WATER/SEWER	0.00	0.00	0.00	0.0%
2002-ELECTRIC	0.00	666.60	-666.60	0.0%
2003-FUEL	0.00	0.00	0.00	0.0%
2004-TRASH	60.00	66.60	-6.60	90.09%
2005-CUSTODIAL SUPPLIES	200.80	250.00	-49.20	80.32%
2006-VOICE LINES	134.39	250.00	-115.61	53.76%
2007-TELECOMMUNICATION COSTS	35.00	125.00	-90.00	28.0%
2008-Capital Improvement	0.00	3,333.30	-3,333.30	0.0%
2009-PROPERTY/LIABILITY INSURAN	2,102.00	0.00	2,102.00	100.0%
2010-Routine Maintenance	938.03	1,000.00	-61.97	93.8%
2011-FIXED ASSETS	32.00	833.30	-801.30	3.84%
3000-DIRECTOR SALARY	10,294.06	11,166.60	-872.54	92.19%
3001-LIBRARIAN SALARY	22,099.01	24,244.37	-2,145.36	91.15%
3002-LIBRARY ASSISTANT	2,768.18	3,000.00	-231.82	92.27%
3003-LIBRARY CLERK	14,419.78	14,663.10	-243.32	98.34%
3004-SUMMER PROGRAM	0.00	0.00	0.00	0.0%
3005-ACCOUNTING	334.88	666.60	-331.72	50.24%
3006-CUSTODIAN	2,700.00	2,587.60	112.40	104.34%
3007-SUBSTITUTES	0.00	248.00	-248.00	0.0%
4000-FICA EMPLOYEE-SS/MC/FED	0.00	0.00	0.00	0.0%
4001-STATE- PAYABLE	0.00	0.00	0.00	0.0%
4002-RETIREMENT EMPLOYEE PAYABL	0.00	0.00	0.00	0.0%
4003-	0.00	0.00	0.00	0.0%
4005-MED DEFERRED COMP PAY	0.00	0.00	0.00	0.0%
4006-NYSERS	-74.41	0.00	-74.41	100.0%
4007-WORKER'S COP/DISABILITY	472.45	500.00	-27.55	94.49%
4008-UNEMPLOYMENT INSURANCE	52.76	300.00	-247.24	17.59%

Savings	Available	Ledger Balance
Reserve Fund Savings *1567	\$123,963.51	\$123,963.51
Capital Fund Savings *1840	\$48,730.86	\$48,730.86
General Savings *3142	\$63,836.60	\$63,836.60
Tech Reserve Savings *5546	\$27,712.80	\$27,712.80
Acoustic Doorways Savings *8884	\$4,702.26	\$4,702.26
TOTAL	\$268,946.03	\$268,946.03

RCS Community Library
 Custom Transaction Detail Report
 September 6, 2020

12:51 PM
 09/07/20
 Accrual Basis

Type	Date	Num	Name	Memo	Account	Class	Cir	Split	Amount
Bill Pmt -Check	09/06/2020	11109	Northeast Heating, ...	Air purifier, etc.	B-6254 Cash-Operat...			L600-00 Accou...	-9,410.00
Bill Pmt -Check	09/06/2020	11109	Northeast Heating, ...	Air purifier, etc.	L600-00 Accounts P...			B-6254 Cash...	9,410.00
Bill Pmt -Check	09/06/2020	11110	OverDrive, Inc.	Inv.01080CO...	B-6254 Cash-Operat...			L600-00 Accou...	-329.98
Bill Pmt -Check	09/06/2020	11110	OverDrive, Inc.	Inv.01080CO...	L600-00 Accounts P...			B-6254 Cash...	329.98
Bill Pmt -Check	09/06/2020	11111	Persico Oil Co.	VOID: Act 2...	B-6254 Cash-Operat...		X	L600-00 Accou...	0.00
Bill Pmt -Check	09/06/2020	11111	Persico Oil Co.	VOID: Act 2...	L600-00 Accounts P...		X	B-6254 Cash...	0.00
Bill Pmt -Check	09/06/2020	11112	robert Wright Dispos...	Inv. 08X0006...	B-6254 Cash-Operat...			L600-00 Accou...	-30.00
Bill Pmt -Check	09/06/2020	11112	robert Wright Dispos...	Inv. 08X0006...	L600-00 Accounts P...			B-6254 Cash...	30.00
Bill Pmt -Check	09/06/2020	11113	Staples	xxxx xxxx xxxx...	B-6254 Cash-Operat...			L600-00 Accou...	-167.76
Bill Pmt -Check	09/06/2020	11113	Staples	xxxx xxxx xxxx...	L600-00 Accounts P...			B-6254 Cash...	167.76
Bill Pmt -Check	09/06/2020	11114	State Telephone Co...	756-2053 Billi...	B-6254 Cash-Operat...			L600-00 Accou...	-172.96
Bill Pmt -Check	09/06/2020	11114	State Telephone Co...	756-2053 Billi...	L600-00 Accounts P...			B-6254 Cash...	172.96
Bill Pmt -Check	09/06/2020	11115	Upper Hudson Libra...	Inv. 20-430 H...	B-6254 Cash-Operat...			L600-00 Accou...	-16.00
Bill Pmt -Check	09/06/2020	11115	Upper Hudson Libra...	Inv. 20-430 H...	L600-00 Accounts P...			B-6254 Cash...	16.00
Bill Pmt -Check	09/06/2020	11116	Utica Nation Insuran...	Account 1010...	B-6254 Cash-Operat...			L600-00 Accou...	-4,068.45
Bill Pmt -Check	09/06/2020	11116	Utica Nation Insuran...	Account 1010...	L600-00 Accounts P...			B-6254 Cash...	4,068.45
Bill Pmt -Check	09/06/2020	11117	Vasto & Son	Mowing Lawn	B-6254 Cash-Operat...			L600-00 Accou...	-175.00
Bill Pmt -Check	09/06/2020	11117	Vasto & Son	Mowing Lawn	L600-00 Accounts P...			B-6254 Cash...	175.00
Bill Pmt -Check	09/06/2020	11118	Business Card	Credit Card St...	B-6254 Cash-Operat...			L600-00 Accou...	-1,522.38
Bill Pmt -Check	09/06/2020	11118	Business Card	Credit Card St...	L600-00 Accounts P...			B-6254 Cash...	1,522.38
Bill Pmt -Check	09/06/2020	11119	Vasto & Son	Mowing Lawn	B-6254 Cash-Operat...			L600-00 Accou...	-140.00
Bill Pmt -Check	09/06/2020	11119	Vasto & Son	Mowing Lawn	L600-00 Accounts P...			B-6254 Cash...	140.00
Bill Pmt -Check	09/06/2020	11120	Persico True Value	Acct 2530 Inv...	B-6254 Cash-Operat...			L600-00 Accou...	-33.96
Bill Pmt -Check	09/06/2020	11120	Persico True Value	Acct 2530 Inv...	L600-00 Accounts P...			B-6254 Cash...	33.96
									0.00

Sep 6, 20

9/6/2020
 14 vs @ 17654.07
 JDS

RCS Community Library Custom Transaction Detail Report

September 6, 2020

12:51 PM
09/07/20
Accrual Basis

Type	Date	Num	Name	Memo	Account	Class	Clr	Split	Amount
Bill	09/06/2020		Vasto & Son	Mowing Lawn	L600-00 Accounts P...			2010-Routine ...	-140.00
Bill	09/06/2020		Vasto & Son	Mowing 8/7, 8...	L600-00 Routine Maint...			L600-00 Accou...	140.00
Bill	09/06/2020		Vasto & Son	Mowing Lawn	L600-00 Accounts P...			2010-Routine ...	-175.00
Bill	09/06/2020		Vasto & Son	Mowing 7/3, 7...	L600-00 Routine Maint...			L600-00 Accou...	175.00
Bill	09/06/2020		OverDrive, Inc.	Inv.01080CO...	L600-00 Accounts P...			5006-ELECTR...	-329.98
Bill	09/06/2020		OverDrive, Inc.	Inv.01080CO...	5006-ELECTRONIC...			L600-00 Accou...	329.98
Bill	09/06/2020		Northeast Heating, ...	Air purifier, etc.	L600-00 Accounts P...			2008-Capital I...	-9,410.00
Bill	09/06/2020		Northeast Heating, ...	Inv. 20-430 H...	L600-00 Accou...			L600-00 Accou...	9,410.00
Bill	09/06/2020		Upper Hudson Libra...	Inv. 20-430- H...	L600-00 Accounts P...			2013-COVID 19	-16.00
Bill	09/06/2020		Upper Hudson Libra...	Account 1010...	L600-00 Accounts P...			L600-00 Accou...	16.00
Bill	09/06/2020		Ufica Nation Insuran...	Liability Insur...	2009-PROPERTY/LI...			2009-PROPER...	-4,068.45
Bill	09/06/2020		State Telephone Co...	756-2053 Bill...	L600-00 Accounts P...			L600-00 Accou...	4,068.45
Bill	09/06/2020		State Telephone Co...	756-2053 Sep...	2006-VOICE LINES			-SPLIT-	-172.96
Bill	09/06/2020		State Telephone Co...	DSL Septemb...	2007-TELECOMMU...			L600-00 Accou...	137.96
Bill	09/06/2020		Guiderland Public Li...	Item - On Oce...	L600-00 Accounts P...			L600-00 Accou...	35.00
Bill	09/06/2020		Guiderland Public Li...	Item - On Oce...	L600-00 Accounts P...			9000-LOST/DAM...	-36.99
Bill	09/06/2020		Persico True Value	Acct 2530 Inv...	L600-00 Accounts P...			L600-00 Accou...	36.99
Bill	09/06/2020		Persico True Value	Acct 2530 Inv...	L600-00 Accounts P...			2010-Routine ...	-33.96
Bill	09/06/2020		Staples	xxxx xxxx xxxx...	L600-00 Routine Maint...			L600-00 Accou...	33.96
Bill	09/06/2020		robert Wright Dispos...	Inv. 08X0006...	L600-00 Accounts P...			7000- SUPPLI...	-167.76
Bill	09/06/2020		robert Wright Dispos...	Inv. 08X0006...	7000- SUPPLIES-O...			L600-00 Accou...	167.76
Bill	09/06/2020		Business Card	Credit Card St...	L600-00 Accounts P...			2004-TRASH	-30.00
Bill	09/06/2020		Business Card	DVD's	2004-TRASH			L600-00 Accou...	30.00
Bill	09/06/2020		Business Card	Programming	L600-00 Accounts P...			-SPLIT-	-53.82
Bill	09/06/2020		Business Card	Postage	5005-DVD'S			L600-00 Accou...	40.58
Bill	09/06/2020		Business Card	Credit Card St...	6000-PROGRAMMI...			L600-00 Accou...	8.32
Bill	09/06/2020		Business Card	Grant Spending	7002-POSTAGE			L600-00 Accou...	4.92
Bill	09/06/2020		Business Card	Subscription	L600-00 Accounts P...			L600-00 Accou...	-1,522.38
Bill	09/06/2020		Business Card	Postage	2012-Unbudget Gra...			-SPLIT-	25.00
Bill	09/06/2020		Business Card	Repairs	5003-PERIODICAL...			L600-00 Accou...	66.99
Bill	09/06/2020		Business Card	Adult	7002-POSTAGE			L600-00 Accou...	11.48
Bill	09/06/2020		Business Card	Travel	2010-Routine Maint...			L600-00 Accou...	187.65
Bill	09/06/2020		Business Card	Electronic Co...	5001-ADULT BOOKS			L600-00 Accou...	20.49
Bill	09/06/2020		Baker & Taylor	Statement D...	7102-TRAVEL			L600-00 Accou...	43.41
Bill	09/06/2020		Baker & Taylor	Juvenile Book...	5006-ELECTRONIC...			L600-00 Accou...	1,167.36
Bill	09/06/2020		Baker & Taylor	Adult L9391323	L600-00 Accounts P...			-SPLIT-	-1,496.77
Bill	09/06/2020		Baker & Taylor	Juvenile L344...	5000-JUVENILE BO...			L600-00 Accou...	44.93
Bill	09/06/2020		Baker & Taylor	Adult L4101783	5001-ADULT BOOKS			L600-00 Accou...	669.58
Bill	09/06/2020		Baker & Taylor	Audio L41017...	5000-JUVENILE BO...			L600-00 Accou...	500.73
Bill	09/06/2020		Baker & Taylor	Adult L3441763	5001-ADULT BOOKS			L600-00 Accou...	231.39
Bill	09/06/2020		Baker & Taylor	Statement D...	5002-ADULT AUDIO			L600-00 Accou...	19.94
Bill	09/06/2020	11106	Baker & Taylor	Statement D...	5001-ADULT BOOKS			L600-00 Accou...	30.20
Bill	09/06/2020	11106	Baker & Taylor	Statement D...	B-6254 Cash-Operat...			L600-00 Accou...	-1,496.77
Bill	09/06/2020	11107	Business Card	Credit Card St...	L600-00 Accounts P...			B-6254 Cash...	-53.82
Bill	09/06/2020	11107	Business Card	Credit Card St...	B-6254 Cash-Operat...			L600-00 Accou...	53.82
Bill	09/06/2020	11108	Guiderland Public Li...	Item - On Oce...	L600-00 Accounts P...			L600-00 Accou...	-36.99
Bill	09/06/2020	11108	Guiderland Public Li...	Item - On Oce...	L600-00 Accounts P...			B-6254 Cash...	36.99

**RCS Community Library
Custom Transaction Detail Report
August 24, 2020**

8:13 AM
08/24/20
Accrual Basis

Type	Date	Num	Name	Memo	Account	Class	Clr	Split	Amount
Aug 24, 20									
Bill	08/24/2020		CENGAGE LEARNI...	Inv 70167969	L600-00 Accounts P...			5001-ADULT B...	-30.39
Bill	08/24/2020		CENGAGE LEARNI...	Inv 70167969	5001-ADULT BOOKS			L600-00 Accou...	30.39
Bill	08/24/2020		CDPHP	Inv. 20226002...	L600-00 Accounts P...			4009-MED -E...	-1,279.06
Bill	08/24/2020		CDPHP	Inv. 20226002...	4009-MED -EMPLO...			L600-00 Accou...	1,279.06
Bill	08/24/2020		Staples	xxxx xxxx xxxx...	L600-00 Accounts P...			7000- SUPPLI...	-87.27
Bill	08/24/2020		Staples	xxxx xxxx xxxx...	7000- SUPPLIES-O...			L600-00 Accou...	87.27
Bill	08/24/2020		Demco	Inv. 6823463	L600-00 Accounts P...			7001-SUPPLIE...	-170.08
Bill	08/24/2020		Demco	Inv. 6823463	7001-SUPPLIES-PR...			L600-00 Accou...	170.08
Bill	08/24/2020		Konsul Construction	Improvements...	L600-00 Accounts P...			2008-Capital I...	-200.00
Bill	08/24/2020		Konsul Construction	Improvements...	2008-Capital Improv...			L600-00 Accou...	200.00
Bill	08/24/2020		CENGAGE LEARNI...	Inv 71077143	L600-00 Accounts P...			5001-ADULT B...	-61.58
Bill	08/24/2020		CENGAGE LEARNI...	Inv 71077143	5001-ADULT BOOKS			L600-00 Accou...	61.58
Bill	08/24/2020		Upper Hudson Libra...	hand sanitizer...	L600-00 Accounts P...			2013-COVID 19	-394.00
Bill	08/24/2020		Upper Hudson Libra...	hand sanitizer...	2013-COVID 19			L600-00 Accou...	394.00
Bill	08/24/2020		Baker & Taylor	Statement D...	L600-00 Accounts P...			-SPLIT-	-825.13
Bill	08/24/2020		Baker & Taylor	Juvenile Book...	5000-JUVENILE BO...			L600-00 Accou...	108.42
Bill	08/24/2020		Baker & Taylor	Adult L9391323	5001-ADULT BOOKS			L600-00 Accou...	312.97
Bill	08/24/2020		Baker & Taylor	Juvenile L344...	5000-JUVENILE BO...			L600-00 Accou...	0.00
Bill	08/24/2020		Baker & Taylor	Adult L4101783	5001-ADULT BOOKS			L600-00 Accou...	315.41
Bill	08/24/2020		Baker & Taylor	Audio L41017...	5002-ADULT AUDIO			L600-00 Accou...	88.33
Bill	08/24/2020	11093	Baker & Taylor	Statement D...	B-6254 Cash-Operat...			L600-00 Accou...	-825.13
Bill	08/24/2020	11093	Baker & Taylor	Statement D...	L600-00 Accounts P...			B-6254 Cash...	825.13
Bill	08/24/2020	11094	CDPHP	Inv. 20226002...	B-6254 Cash-Operat...			L600-00 Accou...	-1,279.06
Bill	08/24/2020	11094	CDPHP	Inv. 20226002...	L600-00 Accounts P...			B-6254 Cash...	1,279.06
Bill	08/24/2020	11095	CENGAGE LEARNI...	Inv. 20226002...	B-6254 Cash-Operat...			L600-00 Accou...	-61.58
Bill	08/24/2020	11095	CENGAGE LEARNI...	Inv 71077143	L600-00 Accounts P...			B-6254 Cash...	61.58
Bill	08/24/2020	11096	Demco	Inv. 6823463	L600-00 Accounts P...			L600-00 Accou...	-170.08
Bill	08/24/2020	11096	Demco	Inv. 6823463	B-6254 Cash-Operat...			L600-00 Accou...	170.08
Bill	08/24/2020	11097	Konsul Construction	Improvements...	B-6254 Cash-Operat...			L600-00 Accou...	-200.00
Bill	08/24/2020	11097	Konsul Construction	Improvements...	L600-00 Accounts P...			B-6254 Cash...	200.00
Bill	08/24/2020	11098	Staples	xxxx xxxx xxxx...	B-6254 Cash-Operat...			L600-00 Accou...	-87.27
Bill	08/24/2020	11098	Staples	xxxx xxxx xxxx...	L600-00 Accounts P...			B-6254 Cash...	87.27
Bill	08/24/2020	11099	Upper Hudson Libra...	hand sanitizer...	B-6254 Cash-Operat...			L600-00 Accou...	-394.00
Bill	08/24/2020	11099	Upper Hudson Libra...	hand sanitizer...	L600-00 Accounts P...			B-6254 Cash...	394.00
									0.00

Aug 24, 20

8/24/20
7 vs @ 3017.12
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