

Montville Township Public Library
Board of Trustees Meeting
December 13, 2021
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045

OPEN SESSION

<i>MEMBERS PRESENT</i>
Mr. Thomas Mazzaccaro
Mayor Frank Cooney
Mr. Robert Donohue
Mr. David Tubbs
Mrs. Dianna Paradise
Ms. Linda Peskin
Mrs. Debbie Kozell
Mr. Charlie Grau
Mrs. Jane Hines

Catherine LaBelle, Library Director – Present

Molly Hone, Assistant Library Director - Present

Liz Johansen, Board Recording Secretary – Present

I. Call to Order

The meeting was called to order by Mr. Mazzaccaro, at 7:00p.m.

II. Open Public Meetings Act Statement

Mr. Mazzaccaro stated that prior notice of this meeting has been published in accordance with the requirements of the Open Public Meetings Act. Meeting will be digitally recorded. Minutes will be available to the public on the Library’s website and at the Library’s Information Desk once they have been officially approved.

III. Adoption of Minutes

A. *Ms. Peskin made a motion to approve the November 8, 2021, Regular Session minutes, seconded by Mrs. Paradise*

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau abstained; Mrs. Hines abstained; Motion Carried.

B. *Ms. Peskin made a motion to approve the December 1, 2021, Special Session minutes, seconded by Mrs. Paradise*

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes; Motion Carried.

IV Public Comments –

None

V Reports of Officers –

Tom Mazzaccaro – President

Mr. Mazzaccaro reported that the Nominating Committee will be Mrs. Paradise, Ms. Peskin and Mr. Donohue. He also announced that he will be leaving the Board of Trustees at the end of his term on December 31, 2021. Mayor Cooney thanked him for his service to the Library.

Jane Hines – Vice-President

Mrs. Hines had no report.

Dianna Paradise – Secretary

Mrs. Paradise had no report.

Linda Peskin – Treasurer

Ms. Peskin stated they met this evening and that the draft audit has been received. They are within the state guidelines.

Robert Donohue – Assistant Treasurer

Mr. Donohue had no report.

VI Report of Liaisons

Mayor – Mayor Cooney asked if the Board can change their January meeting to January 5 since he cannot attend the regularly scheduled meeting on January 10th.

Superintendent Liaison of Schools – Mr. Tubbs stated that there was a VFW recognition for Voice of Democracy where Khush Parkh placed first and Aarav Mulinti placed 2nd and Patriots Pen where Samantha Michelle Kats placed first, Maana Parkh placed 2nd and Gabriella O’Brien placed 3rd. Two concerts have been held at the High School. Mid Terms will be coming up at the High School also.

VII. Committee Reports

Finance: Ms. Peskin stated that the Budget meeting was very successful.

Personnel: Mr. Grau stated there are two resignations on the agenda.

Buildings & Grounds: Mrs. Hines thanked Catherine for her work on her report. The architectural firm’s proposal is on the agenda for approval.

Patron Services/Technology: Mr. Donohue stated that they met on November 17th and discussed the Strategic and Technology Plans.

VIII. Library Director – Catherine LaBelle – see attached written report.

Catherine stated that the book sale made \$2,359. Greg is working on the 990. She will be out of the office on vacation from December 27-31. She thanked Mrs. Hines and Mr. Mazzaccaro for their service.

IX. Resolutions/Motions

- A. Resolution to approve the checks numbered 15218 and 15289 dated November 1 to November 30, 2021 in the amount of \$55,791.19.

Motion made by Ms. Peskin and seconded by Mr. Grau

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes; Motion Carried.

- B. Resolution to accept staff salaries for the month of November 2021 in the amount of \$58,334.36

Motion made by Ms. Peskin and seconded by Mr. Grau

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes;
Motion Carried

- C. Resolution to approve the 2022 Operating and Capital Budgets.

Motion made by Ms. Peskin and seconded by Mr. Grau

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes;
Motion Carried

- D. Resolution to transfer \$40,000 from the operating budget to the capital reserve checking account for concrete repair and seating.

Motion made by Ms. Peskin and seconded by Mrs. Paradise

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes;
Motion Carried

- E. Resolution to transfer \$30,000 from the operating budget to the capital reserve checking account for parking lot repair.

Motion made by Ms. Peskin and seconded by Mr. Grau

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes;
Motion Carried

- F. Resolution to transfer \$40,000 from the operating budget to the capital reserve checking account for roof replacement.

Motion made by Ms. Peskin and seconded by Mrs. Paradise

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes;
Motion Carried

- G. Resolution to transfer \$15,000 from the operating budget to the capital reserve checking account for architect fees.

Motion made by Ms. Peskin and seconded by Mrs. Hines

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes;
Motion Carried

- H. Resolution to transfer \$15,000 from the operating budget to the capital reserve checking account for Discovery Center furniture and shelving.

Motion made by Ms. Peskin and seconded by Mr. Grau

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes;
Motion Carried

- I. Resolution to transfer \$11,000 from the operating budget to the capital reserve checking account for equipment for the Discovery Center and Memory Lab.

Motion made by Ms. Peskin and seconded by Mrs. Paradise

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes;
Motion Carried

- J. Resolution to approve the resignation of Julia Ercolano, part time Library Assistant, effective December 14, 2021.

Motion made by Mr. Grau and seconded by Mayor Cooney

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes;
Motion Carried

- K. Resolution to approve the resignation of Ryoung Joo, part time Library Associate effective December 18, 2021.

Motion made by Mr. Grau and seconded by Mayor Cooney

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes;
Motion Carried

- L. Resolution to approve changing the civil service title of Elif Kiziltan from part time Library Monitor to part time Library Assistant effective January 1, 2022.

Motion made by Mr. Grau and seconded by Mrs. Paradise

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes;
Motion Carried

- M. Resolution to approve changing the status of Janina Bartman, Library Associate from part time to full time, effective January 1, 2022.

Motion made by Mr. Grau and seconded by Mrs. Hines

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes;
Motion Carried

- N. Resolution to approve the Library's 2022-2024 Strategic Plan.

Motion made by Mr. Donohue and seconded by Mr. Grau

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes;
Motion Carried

- O. Resolution to approve the Library's 2022-2024 Technology Plan.

Motion made by Mr. Donohue and seconded by Mr. Grau

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes;
Motion Carried

- P. Resolution to approve the 2022 MAIN Membership Agreement.

Motion made by Ms. Peskin and seconded by Mrs. Hines

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes;
Motion Carried

- Q. Resolution to approve AME, Inc. Quote 21-0605 for HVAC upgrades to provide Open System Niagra-4 Platform Building Management System for \$47,929.

Motion made by Mrs. Hines and seconded by Mr. Grau

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes;
Motion Carried

- R. Resolution to approve the 2020 Audit.

Motion made by Ms. Peskin and seconded by Mr. Donohue

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes;
Motion Carried

- S. Resolution to approve the resignation, with regret, of Library Board Member, Jane Hines, effective December 31, 2021

Motion made by Mr. Grau and seconded by Ms. Peskin

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mayor Cooney yes; Mr. Tubbs yes; Mr. Donohue yes; Mr. Grau yes; Mrs. Hines yes; Mrs. Kozell yes;
Motion Carried.

- X. **Public Comments** –
None

XI. **Old Business**

Mr. Grau thanked the staff for a successful book sale. Mrs. Kozell suggested holding the book sale the same weekend as the Town Wide Garage Sale.

XI. **New Business**

Mayor Cooney made a motion to change the January meeting from the 10th to the 5th at 7pm. Seconded by Mr. Grau. All in favor.

XII. **Executive Session**

None

XIV. Adjournment

Motion to adjourn was made by Mr. Grau seconded by Mayor Cooney; meeting was adjourned at 7:46pm.



Director's Report

January 4, 2022

This month we wrapped up our program slate for 2021, enjoyed holiday related activities and services, and weathered another COVID surge. We have returned to virtual programming, most likely for the whole of January, and will monitor the situation to return to in person as soon as it is safely possible. At this time, we are following the recommendations of the Montville Health Dept as regards quarantining for staff members who test positive or have had close contact with COVID. We will continue to persevere and adapt as we have for the last two years.

Buildings and Grounds

The Board approved AME Quote # 21-0605 for HVAC Controls Upgrades. This will provide a web enabled Building Control System. The current interface relies on internet explorer and JavaScript which are both outdated and currently we are unable to access the controls.

Finance

Mike McGuire, partner with Samuel Klein and Company, completed the 2020 audit. He analyzed significant samples of the 663 Edmunds checks and 840 purchase orders that we processed to vendors, as well as the 26 ADP payrolls, representing 598 payroll checks, processed in 2020.

The audit did not reveal any findings of deficiency in internal control or compliance and there were no recommendations for 2020. This demonstrates clean and accurate record-keeping, and compliance with purchasing, personnel and payroll law. A big thank you to our accountant and administrative staff for another clean audit.

Marketing and Outreach:

In December, we sent a newsletter rolling out our 2022-2024 Strategic and Technology Plans to the public. It was our most opened newsletter (49%), not only for the month, but of all time! We have received complimentary emails from community members who are looking forward to seeing how the Library evolves and improves. Harriet Sepinwall and Larry D'Oench wanted me to convey their positive response to the plan to the Board.

Risa made multiple visits to Millie's House and Kiddie Academy and read to a total of 55 kids in December.

Patron Services:

Our book sale was a tremendous hit. We made a total of \$2,359. We exceeded our previous book sale's profits during the first three hours of the sale alone. Thank you to Amy & Pam for spearheading this endeavor and managing the sales, and to everyone who contributed their efforts to sorting, categorizing, merchandising, and selling the books and media. Also special thanks to our volunteer Pat Simon who did a wonderful job of managing the nonfiction sorting.

The new holiday movie bundles were successful and provided a nice end-of-year circulation boost for our media collection. Pam and Risa put together 48 bundles with a Christmas DVD from our collection, microwave popcorn, hot chocolate packets, and candy canes. By December 31, all of them were checked out. Patrons were quick to share positive feedback with us and we plan to do this around other holidays in the future. This was another stellar group effort with Pam coming up with the idea, Risa getting the supplies, Brandy creating the signage, and Jo putting the finishing touches on the decorations.

Kids, teens, and adults all enjoyed programs with a focus on winter holidays in December. Rhonda Denet, always a patron favorite, performed Christmas and winter songs to an audience of 34. Patrons enjoyed a screening of “Last Christmas” at Pam’s Monday Movies. Both Book Clubs had another good discussion about the book “One Day In December” by Josie Silver, a holiday romance perfect for this time of year.

Twenty-seven people attended our annual family gingerbread house program, with staggered times for in person attendance. 16 kids attended Risa’s Hanukkah, Christmas and Kwanzaa Virtual Storytime. 22 attended her gingerbread storytime—with a special appearance by Circulation’s own Jo Perez! And 22 tuned in for Countdown to New Year’s Eve storytime; from songs, stories, decorating hats and noisemakers to our New Year’s Eve countdown it was a good time for all! Risa’s “Frozen” themed storytime was attended by 20 kids. Montville joined the MAIN-wide program “Noon Year’s Eve with Miss Jolie” - 25 Montville patrons tuned in.



30 kids took home Amy’s monthly grab & go craft: yarn gnomes, pictured here.

Amy led her monthly craft class for adults, where 11 crafters learned how to make soap. 1 session of chair yoga saw 20 attendees.

Amy & Brandy partnered on a Zentangle program, which was open to kids and teens; a total of 16 budding artists attended. Zentangle is a drawing style using structured patterns. Amy’s art explorers made three dimensional trees, and her Messy Munchkins made a snowman ornament.

Thirteen young readers attended the Kids’ Virtual Book Club to discuss one of their favorite books, “Dogman.”

Additional programs for kids included Nina’s always enjoyable playdough fun with an audience of 14.

In teen news, 22 teens took home Brandy's grab & go crafts: a snowman treat, winter bookpage, and a coffee filter snowflake mobile. 15 teens attended the monthly TAB meeting and the TAB Garden Committee spruced up the teen section with some seasonal plants.

Personnel

Library Trustee Tom Mazzaccaro ended his term with the Library Board after more than 10 years. Tom served on many Library committees and has also served as Board President for many years. He always put the well-being of the library and fiscal responsibility first and his will be big shoes to fill. We thank him for his years of service to the library and the Montville Twp. community and wish him all the best.

Mayor Cooney will appoint three Trustees to the Library Board, Charles Grau, Larry Hines, and Deborah Nielson. They will be sworn in before the Board meeting on Jan 5. I look forward to giving our two newest Board members, Larry and Deborah, a welcome tour of the Library.

Walter, Jeanne, Molly I completed annual performance reviews with the staff.

On Dec 13, we enjoyed another fun holiday gathering for the staff sponsored by the Board of Trustees and catered by Chef Theresa from Jeremiah's. The food was delicious and the company was good. I'm grateful that we had a chance to gather together to celebrate another successful year at the Library.

Staff Training/Development

Risa, Molly, Michael, and I attended the MAIN Libby training in preparation for our switch from Cloud Library. We made the recorded webinar available to the rest of the staff and are scheduling times for them to watch.

Technology

Tech classes included three programs led by James Fitzpatrick, with a total attendance of 25. Sessions covered cutting the cable cord and creating a holiday music playlist.

Lenny from HiTech computer installed a new coin module in our EnvisionWare self-service Jaimex coin machine. This replacement part was covered under our annual service contract.

Lenny installed Carbonite, a cloud backup, on our server file. Carbonite provides an extra layer of back up, redundancy and cyber resilience for all of our files.

Meetings

Dec 9 - Library Buildings & Grounds Committee

Dec 17 – MAIN Directors Meeting – Catherine

Dec 17 – MAYS meeting – Amy, Brandy, Nina, Risa

Dec 21 – NJLA Executive Board meeting - Molly

Jan 6 – Programs & Services Dept Meeting – Molly, Catherine & Dept

Jan 13 – MAIN Board of Directors Meeting – Catherine

Jan 14 – MAIN Director's Meeting - Catherine

Jan 19 – Library Patron Services Committee

Jan 25 – Library Buildings & Grounds and Personnel Committee meetings

Respectfully submitted,

Catherine LaBelle

Director

FUND 01
BALANCE SHEET
AS OF: 12/31/21

2021

2020

Assets

01-100-00	Petty Cash - Circulation Desk	50.00	50.00
01-100-01	Petty Cash	341.92	341.92
01-100-02	Lakeland - Operating Checking	279,495.79	108,519.72
01-100-03	Lakeland - Payroll Account	36,944.18	33,435.88
01-100-04	Lakeland CD Accounts	251,267.82	266,741.17
01-100-08	Lakeland - Capital Reserve	268,479.32	280,229.08
01-100-10	Lakeland - Restricted Donations	33,311.53	27,891.70
01-140-01	Furniture & Fixtures	304,028.32	304,028.32
01-140-02	Property Plant Improvements	177,366.27	177,366.27
01-140-03	Computer Equip & Related Asset	131,627.57	131,627.57
01-140-04	Other Capital	38,632.24	38,632.24
01-140-05	Capital - Edmunds	5,137.50	5,137.50
	Total Assets	<u>1,526,682.46</u>	<u>1,374,001.37</u>

Liabilities & Fund Balance

01-200-00	Accounts Payable	73,000.00	73,000.00
01-200-11	Sick Hrs Year End Accrual	42,193.00	42,881.00
01-211-00	Section 125 Withholding HDV	2,451.52	2,489.94
01-212-00	PERS 414/CINS Withholding	19,375.39	20,705.32
01-218-00	Reserve for Encumbrances	111,402.28	115,165.20
01-400-01	Appropriation Reserve	980.38	1,044.46
	Total Liabilities	<u>249,402.57</u>	<u>255,285.92</u>

01-351-03	Restricted Fund Balance	99,950.89	99,950.89
01-390-04	Plant Fund - Investment in Fixed Assets	654,586.90	654,586.90
01-390-05	Fund Balance	364,177.66	364,177.66
	Total	<u>1,118,715.45</u>	<u>1,118,715.45</u>

Revenue	1,710,864.98	0.00
Less Expenses	<u>1,552,300.54</u>	<u>0.00</u>
Net	<u>158,564.44</u>	<u>0.00</u>
Total Fund Balance	<u>1,277,279.89</u>	<u>1,118,715.45</u>
Total Liabilities & Fund Balance	<u>1,526,682.46</u>	<u>1,374,001.37</u>

Range of Checking Accts: 01 OPERATING to 01 OPERATING Range of Check Ids: 15296 to 15344
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
15296	12/31/21	ALA MEM American Library Association	228.00		73
15297	12/31/21	BAKER005 Baker & Taylor	0.00	12/31/21 VOID	0
15298	12/31/21	BAKER005 Baker & Taylor	0.00	12/31/21 VOID	0
15299	12/31/21	BAKER005 Baker & Taylor	0.00	12/31/21 VOID	0
15300	12/31/21	BAKER005 Baker & Taylor	0.00	12/31/21 VOID	0
15301	12/31/21	BAKER005 Baker & Taylor	0.00	12/31/21 VOID	0
15302	12/31/21	BAKER005 Baker & Taylor	0.00	12/31/21 VOID	0
15303	12/31/21	BAKER005 Baker & Taylor	0.00	12/31/21 VOID	0
15304	12/31/21	BAKER005 Baker & Taylor	0.00	12/31/21 VOID	0
15305	12/31/21	BAKER005 Baker & Taylor	0.00	12/31/21 VOID	0
15306	12/31/21	BAKER005 Baker & Taylor	0.00	12/31/21 VOID	0
15307	12/31/21	BAKER005 Baker & Taylor	0.00	12/31/21 VOID	0
15308	12/31/21	BAKER005 Baker & Taylor	0.00	12/31/21 VOID	0
15309	12/31/21	BAKER005 Baker & Taylor	10,809.28		73
15310	12/31/21	BRANDY Brandy Neary	44.00		73
15311	12/31/21	CONDURSO Condursos Garden Center	22.64		73
15312	12/31/21	DAIL0010 Daily Record	52.20		73
15313	12/31/21	DAIL0015 Daily Record	854.47		73
15314	12/31/21	DELL Dell Marketing, L.P.	3,056.10		73
15315	12/31/21	DEMCO005 Demco, Inc.	168.15		73
15316	12/31/21	DIANE005 Diane Lang	250.00		73
15317	12/31/21	DIREC005 Direct Energy Business	795.41		73
15318	12/31/21	ELECT005 Electronic Office Systems	724.44		73
15319	12/31/21	ELIZA005 Elizabeth Johansen	250.00		73
15320	12/31/21	ENVISION EnvisionWare, Inc.	822.60		73
15321	12/31/21	EXCEL005 Excellent Building Services	2,516.72		73
15322	12/31/21	FARON005 Faronics	86.64		73
15323	12/31/21	FLOTE005 FLO-TECH	118.85		73
15324	12/31/21	GREGO005 Gregory J. Della Pia	916.74		73
15325	12/31/21	HITEC005 HiTech Computer Services LLC	297.00		73
15326	12/31/21	IFPTE005 IFPTE	153.24		73
15327	12/31/21	INGRAM Ingram Library Services	648.69		73
15328	12/31/21	KANOPIY Kanopy, Inc.	268.00		73
15329	12/31/21	MIDWE005 Midwest Tape	0.00	12/31/21 VOID	0
15330	12/31/21	MIDWE005 Midwest Tape	893.79		73
15331	12/31/21	NJLA0005 NJLA	600.00		73
15332	12/31/21	NJLA0005 NJLA	135.00		73
15333	12/31/21	NJNAT005 NJ Natural Gas Co.	1,341.89		73
15334	12/31/21	OPTIMO05 Optimum	184.94		73
15335	12/31/21	PARKE005 Recorder Publishing Co., Inc.	50.51		73
15336	12/31/21	PLYMOUTH Plymouth Rocket, Inc.	540.00		73
15337	12/31/21	SAMUEL Samuel Klein and Company	5,500.00		73
15338	12/31/21	STAPL005 Staples Advantage	911.14		73
15339	12/31/21	SUNRI005 Sunrise ShopRite	69.78		73
15340	12/31/21	SYNCB005 SYNCB/AMAZON	0.00	12/31/21 VOID	0
15341	12/31/21	SYNCB005 SYNCB/AMAZON	273.56		73
15342	12/31/21	ULINE Uline	131.55		73
15343	12/31/21	VERI0010 VERIZON	505.62		73
15344	12/31/21	VERI0015 Verizon	48.56		73

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
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15344	Verizon				
Report Totals					
			<u>Amount Paid</u>	<u>Amount Void</u>	
	Checks:	<u>Paid</u> 35	34,269.51	0.00	
	Direct Deposit:	<u>Void</u> 0	0.00	0.00	
	Total:	<u>35</u>	<u>34,269.51</u>	<u>0.00</u>	

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	0-01	287.00	0.00	0.00	287.00
	1-01	30,692.33	0.00	153.24	30,845.57
CAPITAL BUDGET	1-02	<u>3,136.94</u>	<u>0.00</u>	<u>0.00</u>	<u>3,136.94</u>
Year Total:		33,829.27	0.00	153.24	33,982.51
Total of All Funds:		<u><u>34,116.27</u></u>	<u><u>0.00</u></u>	<u><u>153.24</u></u>	<u><u>34,269.51</u></u>

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

Revenue Account Range: 1- - - to 1- - -
Budget Account Range: 1- - - to 1- - -
Print Zero YTD Activity: No

Include Non-Anticipated: Yes
Include Non-Budget: No

Year To Date As Of: 12/31/21
Current Period: 12/01/21 to 12/31/21
Prior Year: 12/01/20 to 12/31/20

<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
1-01-401-01	Fines Income	\$39.10	\$7,500.00	\$401.56	\$3,319.79	-\$4,180.21	44%
1-01-401-03	Copier Income	\$33.47	\$700.00	\$54.46	\$299.66	-\$400.34	43%
1-01-401-05	Computer Print Outs Income	\$44.72	\$1,800.00	\$83.70	\$1,199.19	-\$600.81	67%
1-01-401-07	Township Income	\$137,843.80	\$1,676,900.00	\$139,741.75	\$1,676,879.00	-\$21.00	100%
1-01-401-08	Donations Income	-\$17.31	\$0.00	\$0.00	\$13.46	\$13.46	0%
1-01-401-09	Lost Items	\$91.00	\$1,000.00	\$37.00	\$859.23	-\$140.77	86%
1-01-401-10	State Aid Income	\$0.00	\$9,500.00	\$0.00	\$11,814.00	\$2,314.00	124%
1-01-401-11	Miscellaneous Income	\$0.00	\$400.00	\$0.00	\$1,887.34	\$1,487.34	472%
1-01-401-15	Interest Income	\$44.26	\$4,500.00	\$239.67	\$4,866.49	\$366.49	108%
1-01-401-16	Lost Cards	\$0.00	\$300.00	\$4.00	\$117.00	-\$183.00	39%
1-01-401-18	Disks/Faxes	\$0.00	\$400.00	\$25.00	\$147.60	-\$252.40	37%
	Program 401 Total	\$138,079.04	\$1,703,000.00	\$140,587.14	\$1,701,402.76	-\$1,597.24	100%
1-01-402-30	Restricted Contributions	\$82.31	\$7,500.00	\$2,455.02	\$6,176.68	-\$1,323.32	82%
1-01-402-35	ELL Program Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-402-45	Founding Era Grant	\$0.00	\$800.00	\$0.00	\$800.00	\$0.00	100%
1-01-402-55	Grow With Google Grant	\$0.00	\$2,000.00	\$0.00	\$0.00	-\$2,000.00	0%
1-01-402-65	American Rescue Plan Act 2021	\$0.00	\$5,000.00	\$0.00	\$2,485.54	-\$2,514.46	50%
	Program 402 Total	\$82.31	\$15,300.00	\$2,455.02	\$9,462.22	-\$5,837.78	62%
	Revenue Total	\$138,161.35	\$1,718,300.00	\$143,042.16	\$1,710,864.98	-\$7,435.02	100%

<u>Budget Account</u>	<u>Description</u>	<u>Prior Yr Budget</u>	<u>Budgeted</u>	<u>Curr Budget</u>	<u>YTD Budget</u>	<u>Encumbered</u>	<u>Balance</u>	<u>% Expd</u>
1-01-601-000	B-1 - COMPENSATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-601-010	Salaries & Wages Expense	\$55,014.17	\$790,900.00	\$57,889.56	\$711,865.01	\$0.00	\$79,034.99	90%
1-01-601-020	Accrued Salaries/Wages Expense	-\$4,027.00	\$0.00	-\$688.00	-\$688.00	\$0.00	\$688.00	0%
1-01-601-050	ELL Program Grant Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-601-100	Taxes/FICA/UE	\$4,189.17	\$64,500.00	\$4,483.32	\$57,238.26	\$0.00	\$7,261.74	89%

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

11/01/2022
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<i>Budget Account</i>	<i>Description</i>	<i>Prior Yr Budget</i>	<i>Budgeted</i>	<i>Curr Budget</i>	<i>YTD Budget</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
1-01-601-110	Health Benefits Expense	\$0.00	\$113,300.00	\$0.00	\$90,406.35	\$0.00	\$22,893.65	80%
1-01-601-120	PERS Expense	\$0.00	\$96,800.00	\$0.00	\$92,206.00	\$0.00	\$4,594.00	95%
1-01-601-130	DCRP Expense	\$0.00	\$3,200.00	\$0.00	\$2,773.20	\$0.00	\$426.80	87%
	Program 601 Total	\$55,176.34	\$1,068,700.00	\$61,684.88	\$953,800.82	\$0.00	\$114,899.18	89%
1-01-602-000	B-2 - COLLECTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-602-010	Collection Development Software	\$0.00	\$5,000.00	\$0.00	\$4,495.00	\$0.00	\$505.00	90%
1-01-602-020	Adult Books	\$974.15	\$27,000.00	\$4,495.33	\$34,118.73	\$6,857.56	-\$13,976.29	152%
1-01-602-030	Adult BOCD	\$365.41	\$2,500.00	\$321.82	\$2,528.99	\$0.00	-\$28.99	101%
1-01-602-040	Adult DVD	\$1,733.26	\$11,000.00	\$501.17	\$5,327.60	\$313.59	\$5,358.81	51%
1-01-602-050	Adult eBooks	\$2,289.31	\$6,000.00	\$0.00	\$5,468.29	\$28.95	\$502.76	92%
1-01-602-060	Adult eAudio	\$1,165.01	\$6,000.00	\$0.00	\$2,021.25	\$0.00	\$3,978.75	34%
1-01-602-070	Adult Music CD	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0%
1-01-602-090	Periodicals	\$6,067.30	\$11,000.00	\$863.96	\$11,411.72	\$774.04	-\$1,185.76	111%
1-01-602-110	Games	\$0.00	\$7,000.00	\$0.00	\$2,250.09	\$335.24	\$4,414.67	37%
1-01-602-120	J Books	\$1,648.46	\$25,000.00	\$4,671.99	\$22,887.59	\$3,823.13	-\$1,710.72	107%
1-01-602-130	J BOCD	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
1-01-602-140	J DVD	\$1,030.08	\$2,000.00	\$121.17	\$1,535.10	\$346.97	\$117.93	94%
1-01-602-150	J eBooks	\$0.00	\$1,000.00	\$0.00	\$1,384.07	\$0.00	-\$384.07	138%
1-01-602-160	J eAudio	\$0.00	\$1,000.00	\$0.00	\$651.17	\$0.00	\$348.83	65%
1-01-602-170	J Music CD	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
1-01-602-180	YA Books	\$242.41	\$7,500.00	\$1,657.13	\$6,363.44	\$1,254.64	-\$118.08	102%
1-01-602-190	YA BOCD	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
1-01-602-210	YA eBooks	\$0.00	\$1,000.00	\$0.00	\$882.49	\$0.00	\$117.51	88%
1-01-602-220	Young Adults eAudio	\$0.00	\$1,000.00	\$0.00	\$553.73	\$0.00	\$446.27	55%
1-01-602-230	Streaming	\$1,300.14	\$9,500.00	\$851.15	\$10,511.50	\$0.00	-\$1,011.50	111%
1-01-602-240	On Line Software	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
	Program 602 Total	\$16,815.53	\$126,500.00	\$13,483.72	\$112,390.76	\$13,734.12	\$375.12	100%
1-01-603-000	B3 - PROGRAMS:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-603-230	Program - Adult	\$280.82	\$13,000.00	\$250.00	\$13,036.81	\$882.19	-\$919.00	107%

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

1/31/2022
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<i>Budget Account</i>	<i>Description</i>	<i>Prior Yr Budget</i>	<i>Budgeted</i>	<i>Curr Budget</i>	<i>YTD Budget</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
1-01-603-240	Program - Children	\$250.00	\$4,500.00	\$77.01	\$4,534.71	\$197.31	-\$232.02	105%
1-01-603-250	Summer Reading / Reading Programs	\$0.00	\$5,000.00	\$0.00	\$3,292.32	\$0.00	\$1,707.68	66%
1-01-603-260	Museum Passes	\$0.00	\$2,000.00	\$0.00	\$3,140.00	\$1,000.00	-\$2,140.00	207%
1-01-603-270	Programs YA	\$127.88	\$2,000.00	\$179.12	\$1,946.30	\$62.95	-\$9.25	100%
1-01-603-280	Library-Wide Cultural/Family Programing	\$148.00	\$2,000.00	\$371.60	\$1,539.74	\$0.00	\$460.26	77%
1-01-603-300	Technology Programming	\$0.00	\$3,500.00	\$0.00	\$4,165.00	\$0.00	-\$665.00	119%
1-01-603-310	25th Anniversary	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-603-320	National Library Week	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0%
1-01-603-330	Online Programming	\$0.00	\$6,500.00	\$0.00	\$0.00	\$0.00	\$6,500.00	0%
	Program 603 Total	\$806.70	\$40,000.00	\$877.73	\$31,654.88	\$2,142.45	\$6,202.67	84%
1-01-604-000	B-4 - SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-604-010	Business Office/Library/Print	\$102.57	\$11,500.00	\$671.09	\$10,427.87	\$1,311.70	-\$239.57	102%
1-01-604-070	Postage - Supplies	\$0.00	\$1,000.00	\$200.00	\$1,255.18	\$0.00	-\$255.18	126%
1-01-604-080	Freight-Shipg (Non-Collection)	\$33.83	\$1,500.00	\$195.05	\$1,005.25	\$0.00	\$494.75	67%
	Program 604 Total	\$136.40	\$14,000.00	\$1,066.14	\$12,688.30	\$1,311.70	\$0.00	100%
1-01-605-000	B-5 - PUBLIC RELATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-605-040	PR - Mailing	\$5.27	\$1,000.00	\$0.00	\$1,200.00	\$0.00	-\$200.00	120%
1-01-605-060	PR - Materials	\$0.00	\$1,000.00	\$0.00	\$572.89	\$400.00	\$27.11	97%
1-01-605-070	Staff/Volunteer Recognition	\$0.00	\$1,000.00	\$0.00	\$827.11	\$0.00	\$172.89	83%
	Program 605 Total	\$5.27	\$3,000.00	\$0.00	\$2,600.00	\$400.00	\$0.00	100%
1-01-606-000	B- 6 - STAFF DEVELOPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-606-010	Staff Development	\$0.00	\$3,600.00	\$0.00	\$3,008.58	\$0.00	\$591.42	84%
1-01-606-030	Reimb.Exp. (milg, lodg, meals)	\$0.00	\$400.00	\$0.00	\$25.00	\$0.00	\$375.00	6%
1-01-606-040	Professional Dues	\$0.00	\$1,500.00	\$1,007.00	\$2,010.00	\$240.00	-\$750.00	150%
1-01-606-050	Conference Travel	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,010.00	\$490.00	80%
	Program 606 Total	\$0.00	\$8,000.00	\$1,007.00	\$5,043.58	\$2,250.00	\$706.42	91%
1-01-607-000	B-7 - UTILITIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-607-010	Utilities - Electric	\$3,563.34	\$57,500.00	\$0.00	\$17,727.35	\$0.00	\$39,772.65	31%
1-01-607-030	Utilities - Gas	\$2,148.60	\$15,000.00	\$2,137.30	\$14,786.91	\$0.00	\$213.09	99%

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

11/2/2022
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<u>Budget Account</u>	<u>Description</u>	<u>Prior Yr Budget</u>	<u>Budgeted</u>	<u>Curr Budget</u>	<u>YTD Budget</u>	<u>Encumbered</u>	<u>Balance</u>	<u>% Expd</u>
1-01-607-040	Utilities - Telephone	\$1,002.96	\$6,000.00	\$554.18	\$6,717.98	\$0.00	-\$717.98	112%
1-01-607-050	Internet Provider	\$184.94	\$2,500.00	\$184.94	\$2,034.34	\$0.00	\$465.66	81%
	Program 607 Total	\$6,899.84	\$81,000.00	\$2,876.42	\$41,266.58	\$0.00	\$39,733.42	51%
1-01-608-000	B-8 - PHYSICAL PLANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-608-010	Plant - Repairs, Bldgs,Grounds	\$0.00	\$21,600.00	\$0.00	\$14,311.61	\$2,503.79	\$4,784.60	78%
1-01-608-030	Plant - Cleaning/Maintenance	\$2,516.72	\$34,400.00	\$2,516.72	\$34,736.25	\$0.00	-\$336.25	101%
1-01-608-040	Plant - Fire/Burglery Alarm	\$0.00	\$3,000.00	\$0.00	\$1,500.00	\$280.00	\$1,220.00	59%
1-01-608-050	Plant - HVAC Maintenance	\$0.00	\$16,000.00	\$0.00	\$8,108.00	\$4,054.00	\$3,838.00	76%
1-01-608-060	Plant - Lawn Sprinklers Maint	\$0.00	\$3,000.00	\$0.00	\$2,724.71	\$0.00	\$275.29	91%
1-01-608-090	Plant -Telephone Equipment	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
1-01-608-100	Plant - Records Retention/Destruction	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
1-01-608-110	Plant - Repairs HVAC	\$0.00	\$18,000.00	\$0.00	\$16,720.58	\$0.00	\$1,279.42	93%
1-01-608-120	Plant - Carpet Cleaning	\$0.00	\$2,100.00	\$0.00	\$439.00	\$0.00	\$1,661.00	21%
1-01-608-130	Plant - Window Cleaning	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-608-140	Plant - Landscape Maintenance	\$0.00	\$2,000.00	\$0.00	\$2,019.00	\$0.00	-\$19.00	101%
1-01-608-150	Plant - Concrete Repairs	\$0.00	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0%
	Program 608 Total	\$2,516.72	\$108,600.00	\$2,516.72	\$80,559.15	\$6,837.79	\$21,203.06	80%
1-01-609-000	B-9 - EQUIPMENT/MAINTENANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-609-030	EM RFID Equipment	\$0.00	\$12,000.00	\$0.00	\$11,225.41	\$0.00	\$774.59	94%
1-01-609-050	EM - Copiers	\$966.31	\$2,000.00	\$724.44	\$1,479.84	\$0.00	\$520.16	74%
1-01-609-070	Computer Software	\$0.00	\$2,000.00	\$626.64	\$1,051.64	\$2,599.00	-\$1,650.64	183%
1-01-609-075	Edmunds Software	\$0.00	\$4,500.00	\$0.00	\$4,532.00	\$0.00	-\$32.00	101%
1-01-609-080	EM - Audio/Visual	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
1-01-609-090	EM - Piano Tuning	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0%
1-01-609-100	EM - Postage Meter	\$0.00	\$800.00	\$0.00	\$680.16	\$170.04	-\$50.20	106%
1-01-609-110	Envisionware Annual Contract	\$822.60	\$1,100.00	\$822.60	\$822.60	\$0.00	\$277.40	75%
	Program 609 Total	\$1,788.91	\$23,100.00	\$2,173.68	\$19,791.65	\$2,769.04	\$539.31	98%
1-01-610-000	B-10 - EXPENSED EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-610-010	Color Copy Usage	\$1,608.51	\$3,500.00	\$0.00	\$194.33	\$3,305.67	\$0.00	100%

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

<i>Budget Account</i>	<i>Description</i>	<i>Prior Yr Budget</i>	<i>Budgeted</i>	<i>Curr Budget</i>	<i>YTD Budget</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
1-01-610-020	Copier Usage B&W	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	100%
	Program 610 Total	\$1,608.51	\$5,500.00	\$0.00	\$194.33	\$5,305.67	\$0.00	100%
1-01-611-000	B-11 - PROFESSIONAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-611-010	Audit	\$0.00	\$5,000.00	\$5,500.00	\$5,500.00	\$0.00	-\$500.00	110%
1-01-611-020	Accounting Fees	\$916.74	\$11,000.00	\$916.74	\$11,000.00	\$0.00	\$0.00	100%
1-01-611-030	MAIN Assessment	\$0.00	\$53,000.00	\$0.00	\$52,524.56	\$0.00	\$475.44	99%
1-01-611-070	Computer Support & Service	\$0.00	\$6,500.00	\$297.00	\$2,512.77	\$500.00	\$3,487.23	46%
1-01-611-100	Web Site Maintenaec	\$15.99	\$500.00	\$0.00	\$76.32	\$0.00	\$423.68	15%
1-01-611-150	Legal	\$0.00	\$2,500.00	\$0.00	\$150.00	\$0.00	\$2,350.00	6%
1-01-611-250	Board Secretary	\$250.00	\$3,000.00	\$250.00	\$3,000.00	\$0.00	\$0.00	100%
1-01-611-260	Payroll Service Fee	\$611.96	\$8,000.00	\$646.85	\$8,061.93	\$0.00	-\$61.93	101%
1-01-611-320	Other Professional Services	\$0.00	\$800.00	\$0.00	\$3,109.20	\$400.00	-\$2,709.20	439%
1-01-611-340	QPA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
	Program 611 Total	\$1,794.69	\$90,300.00	\$7,610.59	\$85,934.78	\$900.00	\$3,465.22	96%
1-01-612-000	B-12 OTHER EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-612-010	Township In-Kind Services	\$0.00	\$50,400.00	\$0.00	\$47,047.48	\$0.00	\$3,352.52	93%
1-01-612-020	Township Insurances	\$0.00	\$28,500.00	\$0.00	\$27,171.52	\$0.00	\$1,328.48	95%
1-01-612-030	O/E- Contingencies	\$275.07	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0%
1-01-612-040	O/E - Licenses & Fees	\$0.00	\$600.00	\$0.00	\$512.00	\$0.00	\$88.00	85%
1-01-612-060	O/E - Board Misc	\$542.67	\$1,800.00	\$122.23	\$1,514.80	\$0.00	\$285.20	84%
1-01-612-065	Delivery	\$0.00	\$900.00	\$0.00	\$200.92	\$699.08	\$0.00	100%
	Program 612 Total	\$817.74	\$92,200.00	\$122.23	\$76,446.72	\$699.08	\$15,054.20	84%
1-01-613-000	B-13 - GRANT EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-613-017	Founding Era Grant	\$0.00	\$800.00	\$0.00	\$800.00	\$0.00	\$0.00	100%
1-01-613-019	Grow With Google Grant	\$0.00	\$1,900.00	\$0.00	\$645.00	\$0.00	\$1,255.00	34%
1-01-613-021	American Rescue Plan Act 2021	\$0.00	\$5,000.00	\$0.00	\$2,485.54	\$0.00	\$2,514.46	50%
	Program 613 Total	\$0.00	\$7,700.00	\$0.00	\$3,930.54	\$0.00	\$3,769.46	51%
	Budget Total	\$88,366.65	\$1,668,600.00	\$93,419.11	\$1,426,302.09	\$36,349.85	\$205,948.06	88%

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

<u>Budget Account</u>	<u>Description</u>	<u>Prior Yr Budget</u>	<u>Budgeted</u>	<u>Curr Budget</u>	<u>YTD Budget</u>	<u>Encumbered</u>	<u>Balance</u>	<u>% Expd</u>
01			<u>Prior</u>	<u>Current</u>	<u>YTD</u>			
	Revenue:	\$138,161.35	\$143,042.16	\$1,710,864.98				
	Expended:	\$88,366.65	\$93,419.11	\$1,426,302.09				
	Net Income:	\$49,794.70	\$49,623.05	\$284,562.89				

<u>Budget Account</u>	<u>Description</u>	<u>Prior Yr Budget</u>	<u>Budgeted</u>	<u>Curr Budget</u>	<u>YTD Budget</u>	<u>Encumbered</u>	<u>Balance</u>	<u>% Expd</u>
1-02-801-000	CAPITAL BUDGET	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-02-802-020	Display Shelving	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	100%
1-02-802-030	New Soft Seating	\$0.00	\$7,500.00	\$0.00	\$0.00	\$1,400.00	\$6,100.00	19%
1-02-802-185	Tables - Pio Costa	\$0.00	\$5,000.00	\$0.00	\$331.16	\$0.00	\$4,668.84	7%
1-02-802-195	Tables - Adult Section	\$0.00	\$2,800.00	\$0.00	\$0.00	\$0.00	\$2,800.00	0%
	Program 802 Total	\$0.00	\$17,800.00	\$0.00	\$331.16	\$3,900.00	\$13,568.84	24%
1-02-803-000	PROPERTY & PLANT IMPROVEMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-02-803-170	Landscaping	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%
1-02-803-210	Chiller	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-02-803-230	Boiler Controls & HVAC Interface	\$0.00	\$47,929.00	\$0.00	\$0.00	\$47,929.00	\$0.00	100%
1-02-803-250	Architect	\$0.00	\$15,000.00	\$0.00	\$11,210.12	\$3,789.88	\$0.00	100%
1-02-803-270	Security Cameras - Auditorium	\$0.00	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	0%
	Program 803 Total	\$0.00	\$67,429.00	\$0.00	\$11,210.12	\$51,718.88	\$4,500.00	93%
1-02-804-000	COMPUTER & RELATED EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-02-804-010	Computer Equipment	\$0.00	\$12,800.00	\$3,056.10	\$6,943.15	\$5,059.21	\$797.64	94%
1-02-804-015	Computer Related Equipment	\$563.34	\$5,100.00	\$80.84	\$1,415.22	\$1,549.96	\$2,134.82	58%
	Program 804 Total	\$563.34	\$17,900.00	\$3,136.94	\$8,358.37	\$6,609.17	\$2,932.46	84%
1-02-805-000	OTHER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-02-805-030	Capital Contingency	\$0.00	\$9,500.00	\$0.00	\$7,138.65	\$233.94	\$2,127.41	78%
	Program 805 Total	\$0.00	\$9,500.00	\$0.00	\$7,138.65	\$233.94	\$2,127.41	78%
	CAPITAL BUDGET Budget Total	\$563.34	\$112,629.00	\$3,136.94	\$27,038.30	\$62,461.99	\$23,128.71	79%

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

<u>Budget Account</u>	<u>Description</u>	<u>Prior Yr Budget</u>	<u>Budgeted</u>	<u>Curr Budget</u>	<u>YTD Budget</u>	<u>Encumbered</u>	<u>Balance</u>	<u>% Expd</u>
02	CAPITAL BUDGET		<u>Prior</u>	<u>Current</u>	<u>YTD</u>			
	Revenue:		\$0.00	\$0.00	\$0.00			
	Expended:		\$563.34	\$3,136.94	\$27,038.30			
	Net Income:		-\$563.34	-\$3,136.94	-\$27,038.30			

Grand Totals

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenue:	\$138,161.35	\$143,042.16	\$1,710,864.98
Expended:	\$88,929.99	\$96,556.05	\$1,552,152.23
Net Income:	\$49,231.36	\$46,486.11	\$158,712.75

