

CLAIMS FOR September 2023						
DATE	AMOUNT	DESCRIPTION				
9/5	80.00	GH Outreach recycle pickup				
9/5	149.93	Mendes Supply bathroom supplies				
9/5	225.19	US Bank Copier Lease				
9/12	77.05	American Express final payment for Zip Books				
9/12	64.35	Del Norte Office Supply copy paper				
9/14	90.00	Terminix monthly extermination				
9/18	104.26	Crescent City water/sewer				
9/18	96.26	Recology monthly trash pickup				
9/18	2,187.00	DN Reads Rent for October, November and December				
9/20	138.25	Frontier DN Reads phone line				
9/20	217.98	Moore Heating and Air duct maintenance				
9/20	344.33	Pacific Power				
9/25	2,250.00	Ross Janitorial two months of janitor service				
9/25	80.00	Terminix monthly extermination				
9/26	2,781.64	US Bank Cal Card				
9/27	114.65	Mendes Supply bathroom supplies				
<b>Total</b>	<b>9,000.89</b>					

DEPARTMENT CLAIM FORM - REQUEST FOR PAYMENT

Vendor ID: 18096

PAY TO THE ORDER OF

US BANK CORPORATE PAYMENT SYSTEMS  
PO BOX 790428  
ST LOUIS, MO 63179-0428

Fiscal Year 2023-2024

TOTAL CLAIM \$ 2,781.64

COUNTY OF DEL NORTE  
Auditor - Controller

AUDITOR USE ONLY

PAGE 1 of 4

Special Warrant Routing

DISTRIBUTION

Account (Fund-Dept-Line-Proj)	Amount	Invoice	Description
414-070-20284-003	20.56	1584243	Zip Book
414-070-20284-003	-20.30	6576205	Refund - Zip Book
414-070-20284-003	-9.48	4073018	Refund - Zip Book
414-070-20284-003	37.88	1177044	Zip Book
414-371-20283	2172.71	7000993535	Books - ESL
414-371-20283	128.17	70001121877	Books - ESL
414-070-20244	21.64	7533014	Epson Ink Cartridge
414-070-20228	239.23	7001089424	Books
414-070-20224	44.33	7916269	Epson Ink Cartridge Combo Pack
414-070-20224	21.10	8540201	Epson Ink Cartridge
414-070-20224	22.68	7313036	Epson Color Combo Pack
414-070-20224	49.23	1603443	Brother Toner Cartridge
414-070-20227	9.57		Craft Supplies
414-070-20224	44.32	6305054	Epson Ink Cartridge

I hereby certify the articles or services described on the attached invoices were necessary for use by the department and have been received, and that no prior claim for same has been submitted.

*Hylin Boudell*  
Signature or Department Head / Authorized Deputy

9/26/23

Date

DEPARTMENT CLAIM FORM - REQUEST FOR PAYMENT

Vendor ID: 18096

PAY TO THE ORDER OF

US BANK CORPORATE PAYMENT SYSTEMS  
PO BOX 790428  
ST LOUIS, MO 63179-0428

Fiscal Year 2023-2024

TOTAL CLAIM \$ 282.04

COUNTY OF DEL NORTE  
Auditor - Controller

AUDITOR USE ONLY

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Special Warrant Routing

**DISTRIBUTION**

Account (Fund-Dept-Line-Proj)	Amount	Invoice	Description
414-070-20140	4.32		Key Replacement
414-070-20140	19.29	6767437	Air Freshener
414-070-20224	7.88	8509861	Matte Black Tape
414-070-20140	6.64	7314643	Dishwashing Liquid
414-070-20240	7.50	10554826	Triplicate Subscription
414-070-20200	15.99		Zoom
414-070-20140	10.31	7314643	Sponges, Toilet Cleaner
414-070-20294	100.00		Storage Unit for Giveaway Books
414-070-20284-004	24.84	9174661	Munson
414-070-20284-004	14.06	1785042	Munson
414-070-20228	18.51		Digital Download - Multilingual
414-070-20140	7.49	4238637	Disposable Gloves
414-070-20227	29.00	7588255	Crafting Foam
414-070-20140	16.21	3946603	Lysol Wipes

I hereby certify the articles or services described on the attached invoices were necessary for use by the department and have been received, and that no prior claim for same has been submitted.

*Alvin Goodwill*  
Signature or Department Head / Authorized Deputy

9/26/23  
Date

DEPARTMENT CLAIM FORM - REQUEST FOR PAYMENT

Vendor ID: 18096

PAY TO THE ORDER OF

US BANK CORPORATE PAYMENT SYSTEMS  
PO BOX 790428  
ST LOUIS, MO 63179-0428

Fiscal Year 2023-2024

TOTAL CLAIM \$ 246.43

COUNTY OF DEL NORTE  
Auditor - Controller

AUDITOR USE ONLY

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Special Warrant Routing

DISTRIBUTION

Account (Fund-Dept-Line-Proj)	Amount	Invoice	Description
414-070-20227	37.12	9860227	Acrylic Paint
414-070-20227	14.60	3713068	Acrylic Paint
414-070-20121	23.00		Constant Contact Subscription
414-070-20228	48.71		Book Collection Sets
414-070-20228	44.70		Book Collection Sets
414-371-20283	-85.37	3285029	Refund - Books ESL
414-371-20283	-38.80	3285029	Refund - Books ESL
414-371-20283	-8.65	3285029	Refund - Books ESL
414-070-20121	15.99	217399899	Zoom Subscription - Sept 2 - Oct 1
414-070-20224	23.80	2974659	Deodorizing Pouch
414-371-20283	-104.94	3285029	Refund - Books ESL
414-371-20283	200.74	6317062	Books - ESL
414-070-20224	32.25	6784216	Cardstock, Office Chair Support Pillow
414-371-20283	43.28	5920237	Books - ESL

I hereby certify the articles or services described on the attached invoices were necessary for use by the department and have been received, and that no prior claim for same has been submitted.

*Kyleis Goodill*  
Signature of Department Head / Authorized Deputy

9/26/23

Date

DEPARTMENT CLAIM FORM - REQUEST FOR PAYMENT

Vendor ID: 18096

PAY TO THE ORDER OF

US BANK CORPORATE PAYMENT SYSTEMS  
 PO BOX 790428  
 ST LOUIS, MO 63179-0428

Fiscal Year 2023-2024



TOTAL CLAIM \$ 889.56

COUNTY OF DEL NORTE  
 Auditor - Controller

AUDITOR USE ONLY

PAGE 4 of 4 Total: 4199.67

Special Warrant Routing

DISTRIBUTION

Account (Fund-Dept-Line-Proj)	Amount	Invoice	Description
414-070-20284-004	25.89	6382608	Munson
414-070-20228	249.30	726461390	Halloween Party Items
414-070-20228	614.37	30695507	Childrens Books

I hereby certify the articles or services described on the attached invoices were necessary for use by the department and have been received, and that no prior claim for same has been submitted.

*Regina Goodill*  
 Signature or Department Head / Authorized Deputy

9/26/23  
 \_\_\_\_\_  
 Date

Statement of Revenues and Expenditures

Printed on: 10/6/2023 1:20:55 PM

Fund: 414 D.N. County Library District  
 Dept: 070 D.N. County Library District

Statement of Month Ended: 8/31/2023

Line	Proj	Description	Month Actual	YTD Actual	YTD Budget	YTD Variance	% Exp
<b>Revenues</b>							
90010		Property Tx-Current Sec	0.00	0.00	214,500.00	-214,500.00	0
90011		Prop Tax-Sec Supplemental	0.00	0.00	7,000.00	-7,000.00	0
90020		Property tx-Current Unse	0.00	0.00	6,000.00	-6,000.00	0
90091		Yield Tax	0.00	0.00	5,035.00	-5,035.00	0
90300		Interest - DN Library	0.00	0.00	5,592.00	-5,592.00	0
90601		Hoptr-Secured/Unsecured	0.00	0.00	3,300.00	-3,300.00	0
90622		Library Outreach Grant	19,420.00	19,420.00	0.00	19,420.00	0
90623		State Grants	0.00	0.00	25,000.00	-25,000.00	0
90624		Northnet Library Grant	0.00	0.00	6,740.00	-6,740.00	0
91040		Book Fines	0.00	0.00	500.00	-500.00	0
91042		Lost Book Reimbursement	0.00	0.00	70.00	-70.00	0
91060		Photo Copies	0.00	0.00	1,500.00	-1,500.00	0
91124		Gifts - Unspecified	1,200.00	1,264.00	5,000.00	-3,736.00	25.3
91124	002	Gifts - Specified	14,533.00	14,533.00	500.00	14,033.00	2906.6
91124	003	Zip Book Program	0.00	0.00	11,500.00	-11,500.00	0
91125		Travel Reimbursements	0.00	617.26	1,500.00	-882.74	41.2
91127		Friends of DNL	0.00	400.00	6,000.00	-5,600.00	6.7
91128		DNC Library Foundation	0.00	0.00	500.00	-500.00	0
91129		Misc Revenue	0.00	0.00	500.00	-500.00	0
91132		Donation/New Building	0.00	0.00	40.00	-40.00	0
91133		Wild Rivers Foundation-SR Branch	0.00	0.00	100.00	-100.00	0
91134		Cancelled Prior Year Expenses	52.00	52.00	0.00	52.00	0
<b>Total Revenues</b>			<b>35,205.00</b>	<b>36,286.26</b>	<b>300,877.00</b>	<b>-264,590.74</b>	<b>12.06</b>
10010		Payroll	-5,539.88	-10,615.63	-67,000.00	56,384.37	15.8
10015		Parttime/Temporary	-9,768.28	-18,514.18	-120,185.00	101,670.82	15.4
10020		Retirement	-1,167.23	-2,221.13	-15,356.00	13,134.87	14.5
10022		Retirement - CalPERS Unfunded Liability	0.00	-3,400.00	-3,400.00	0.00	100
10030		Employee Benefits	-88.81	-155.86	-2,100.00	1,944.14	7.4
10040		Workers Comp	0.00	0.00	-1,000.00	1,000.00	0
<b>Total Salaries &amp; Benefits</b>			<b>16,564.20</b>	<b>34,906.80</b>	<b>209,041.00</b>	<b>174,134.20</b>	<b>16.70</b>
20121		Communications	-248.33	-248.33	-3,343.00	3,094.67	7.4
20140		Household Expense	-1,649.66	-1,649.66	-2,000.00	350.34	82.5
20150		Insurance	0.00	0.00	-10,600.00	10,600.00	0
20180		Building Maintenance	0.00	-2,575.00	-5,000.00	2,425.00	51.5
20200		Membership	-18.99	-700.99	-3,000.00	2,299.01	23.4
20223		Postage	0.00	0.00	-35.00	35.00	0
20224		Office Supplies	-101.73	-101.73	-2,930.00	2,828.27	3.5
20227		Craft Supplies	-325.99	-325.99	0.00	-325.99	0
20228		Promotional items	-67.36	-67.36	0.00	-67.36	0
20230		Professional Services	-891.94	-1,602.94	-18,000.00	16,397.06	8.9
20231		Prof Serv-Election	0.00	0.00	275.00	-275.00	0
20232		Data Processing - Software	0.00	0.00	-3,850.00	3,850.00	0

## Statement of Revenues and Expenditures

Printed on: 10/6/2023 1:20:55 PM

Fund: 414 D.N. County Library District  
Dept: 070 D.N. County Library District

Statement of Month Ended: 8/31/2023

Line	Proj	Description	Month Actual	YTD Actual	YTD Budget	YTD Variance	% Exp
20233		Prof Svcs-County	0.00	0.00	-15,100.00	15,100.00	0
20234		Audit Services	0.00	0.00	-10,000.00	10,000.00	0
20236		Office Supplies-SR Branch	0.00	0.00	-300.00	300.00	0
20240		Publications-Advertising	0.00	0.00	-250.00	250.00	0
20250		Rents & Leases-Equipment	-242.95	-242.95	-4,000.00	3,757.05	6.1
20278		Team Building	0.00	-127.37	-500.00	372.63	25.5
20279		Summer Reading Prg Awards/Incentive	0.00	0.00	-20,000.00	20,000.00	0
20280		Spec Dept Expense	-100.00	-100.00	-5,500.00	5,400.00	1.8
20282		Magazines/Newspapers	-15.00	-15.00	-250.00	235.00	6.0
20284	003	Zip Book Payments	-659.93	-659.93	-12,800.00	12,140.07	5.2
20284	004	Munson Books	-99.06	-99.06	-9,000.00	8,900.94	1.1
20288		Cataloging	0.00	0.00	-1,500.00	1,500.00	0
20290		Travel & Training	0.00	-68.38	-2,734.00	2,665.62	2.5
20292		Training/Education	0.00	0.00	-2,000.00	2,000.00	0
20300		Utilities	-51.19	-51.19	-10,500.00	10,448.81	0.5
<b>Total Services &amp; Supplies</b>			<b>4,472.13</b>	<b>8,635.88</b>	<b>142,917.00</b>	<b>134,281.12</b>	<b>6.04</b>
70901		Intrafund Trans Out DN Reads (371)	-18,000.00	-18,000.00	-18,000.00	0.00	100
<b>Total Intra/Inter Fund Transfers</b>			<b>18,000.00</b>	<b>18,000.00</b>	<b>18,000.00</b>	<b>0.00</b>	<b>100.00</b>
81000		Contingency	0.00	0.00	-3,000.00	3,000.00	0
<b>Total Other Charges</b>			<b>0.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>3,000.00</b>	<b>0.00</b>
<b>Total Expenditures</b>			<b>39,036.33</b>	<b>61,542.68</b>	<b>372,958.00</b>	<b>311,415.32</b>	<b>16.50</b>
<b>Net Cost</b>			<b>-3,831.33</b>	<b>-25,256.42</b>	<b>-72,081.00</b>	<b>46,824.58</b>	

Statement of Revenues and Expenditures

Printed on: 10/6/2023 1:21:49 PM

Fund: 414 D.N. County Library District  
 Dept: 371 Library District

Statement of Month Ended: 8/31/2023

Line	Proj	Description	Month Actual	YTD Actual	YTD Budget	YTD Variance	% Exp
<b>Revenues</b>							
90622		CLLS Grant	0.00	0.00	50,000.00	-50,000.00	0
<b>Total Revenues</b>			<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>-50,000.00</b>	<b>0.00</b>
10015		Part-time/Temporary	-3,920.80	-7,421.28	-52,000.00	44,578.72	14.3
10020		Retirement	-299.94	-567.72	-3,000.00	2,432.28	18.9
10030		Employee Benefits	0.00	0.00	-500.00	500.00	0
<b>Total Salaries &amp; Benefits</b>			<b>4,220.74</b>	<b>7,989.00</b>	<b>55,500.00</b>	<b>47,511.00</b>	<b>14.39</b>
20121		Communications	-135.66	-135.66	-1,000.00	864.34	13.6
20200		Memberships	-84.94	-84.94	-500.00	415.06	17.0
20224		Office Supplies	-5.50	-5.50	-1,000.00	994.50	0.6
20225		Craft Supplies	-155.71	-155.71	-3,000.00	2,844.29	5.2
20236		Services - Americorps	0.00	0.00	-1,000.00	1,000.00	0
20240		Advertising/Publications	0.00	0.00	-3,000.00	3,000.00	0
20250		Rent	0.00	-2,187.00	-8,823.00	6,636.00	24.8
20280		Special Department Expense	0.00	0.00	-200.00	200.00	0
20283		Books-ESL	0.00	0.00	-4,000.00	4,000.00	0
20284		Books	0.00	0.00	-4,000.00	4,000.00	0
20285		Manipulatives & Software	-12.54	-12.54	-997.00	984.46	1.3
20286		Books-Family Literacy	-14.50	-14.50	-4,500.00	4,485.50	0.3
20287		Promotional items	0.00	0.00	-4,500.00	4,500.00	0
20288		Educational Workbooks	0.00	0.00	-1,000.00	1,000.00	0
20290		Travel & Training	0.00	0.00	-2,000.00	2,000.00	0
<b>Total Services &amp; Supplies</b>			<b>408.85</b>	<b>2,595.85</b>	<b>39,520.00</b>	<b>36,924.15</b>	<b>6.57</b>
70901		Intrafund Trans In Library District (070)	18,000.00	18,000.00	18,000.00	0.00	100
<b>Total Intra/Inter Fund Transfers</b>			<b>-18,000.00</b>	<b>-18,000.00</b>	<b>-18,000.00</b>	<b>0.00</b>	<b>100.00</b>
<b>Total Expenditures</b>			<b>-13,370.41</b>	<b>-7,415.15</b>	<b>77,020.00</b>	<b>84,435.15</b>	<b>-9.63</b>
<b>Net Cost</b>			<b>13,370.41</b>	<b>7,415.15</b>	<b>-27,020.00</b>	<b>34,435.15</b>	