

FEBRUARY 2023 CLAIMS

DATE	AMOUNT	DESCRIPTION
1/3/2023	\$524.22	US Bank - Cannon IR Copier Lease
1/9/0203	\$74.00	General Pest Inspection
1/10/2023	\$243.84	Advanced Security Systems- on site visit install trnsmitters
1/11/2023	\$244.71	D N Office Supplies - Case of paper & envelopes
1/18/2023	\$134.48	Utility bill Crescent City Water \$ 22.49/ Sewer \$ 44.75
1/18/2023	\$1,216.91	Utility bill Pacific Power / 8571 kwh
1/18/2023	\$25.00	NCLC Membership for DN Reads
1/23/2023	\$54.91	Frontier - Business line
1/24/2023	\$53.05	Country Media- Advertising
1/24/2023	\$1,125.00	Ross Janitorial - Janitorial services for January 2023
1/25/2023	\$9.17	Jacqueline Martin mileage reimbursement
1/25/2023	\$124.04	Frontiier- DN Reads Unlimited phone line
TOTAL	\$3,829.33	

D.N. County Library District
Balance Sheet
January 31, 2023

Unaudited

ASSETS

414 010 00000	Cash DN Co Library Dist	422,413.98
414 010 00300	Imprest Cash	300.00
414 010 03200	Land	33,777.00
414 010 03300	Buildings and Improvements	479,878.00
414 010 03400	Equipment	60,238.00
414 010 03700	Less Accum Depr Building	(368,853.00)
414 010 03800	Less Accum Depr Equip	(52,244.00)
	Total Assets	<u>575,509.98</u>

LIABILITIES AND FUND EQUITY

414 010 05105	Sales Tax payable	7.67
414 010 05120	Salaries Payable	16,772.86
414 010 05300	Tax Liability Federal	3,282.06
414 010 05310	Tax Liability State	15.65
414 010 05320	PERS Liability	(159,784.49)
414 010 05355	Unemployment Insurance	392.56
414 010 07100	Fund Balance	78,244.25
414 010 07101	Fund Balance Literacy	24,659.05
414 010 07102	Fund Balance Building Major Repairs & Improvem	40,997.82
414 010 07103	Fund Balance New Building	351,056.00
414 010 07104	Fund Balance Munson Trust	25,000.00
414 010 09600	Investment in Fixed Assets	152,796.00
	Revenue	257,187.30
	Expenditure	(215,116.75)
	Total Liabilities and Fund Equity	<u>575,509.98</u>

G/L Transactions Listing - In Functional Currency (GLPTLS1)

Include Accounts With No Activity [No]
 Include Balances and Net Changes [Yes]
 Include Posting Seq. and Batch-Entry [Yes]
 Include Trans. Optional Fields [No]
 From Year - Period [2023 - 07] To [2023 - 07]
 Sort By [Dept]
 Sort Transactions By Date [No]
 From Dept [070] To [070]
 From Account Group [] To [ZZZZZZZZZZ]
 Last Year Closed 2022
 Last Posting Sequence 27166
 Use Rolled Up Amounts [No]
 Date Doc. Date

Account
Number/

Year/ Prd.	Source	Doc. Date	Description/ Reference	Posting Seq.	Batch-Entry	Debits	Credits	Net Change	Balance
414-070-10010			Payroll						28,285.84
2023									
07	GL-JE	1/31/2023	Journ No: 27621 LIBRARY PAYROLL 1/23	26998	29175-1	4,852.38			
			Net Change and Ending Balance for Fiscal Period 07:					4,852.38	33,138.22
			Totals: Payroll 2023			4,852.38	0.00	4,852.38	33,138.22
									59,776.25
414-070-10015			Parttime/Temporary						
2023									
07	GL-JE	1/31/2023	Journ No: 27621 LIBRARY PAYROLL 1/23	26998	29175-1	10,934.64			
			Net Change and Ending Balance for Fiscal Period 07:					10,934.64	70,710.89
			Totals: Parttime/Temporary 2023			10,934.64	0.00	10,934.64	70,710.89
									10,939.20
414-070-10020			Retirement						
2023									
07	GL-JE	1/31/2023	Journ No: 27621 LIBRARY PAYROLL 1/23	26998	29175-1	1,570.16			
07	GL-JE	1/31/2023	Journ No: 27621 LIBRARY PAYROLL 1/23	26998	29175-1		327.54		
			Net Change and Ending Balance for Fiscal Period 07:					1,242.62	12,181.82
			Totals: Retirement 2023			1,570.16	327.54	1,242.62	12,181.82
									681.32
414-070-10030			Employee Benefits						

G/L Transactions Listing - In Functional Currency (GLPTLS1)

Account Number/ Year/ Prd.	Source	Doc. Date	Description/ Reference	Posting Seq.	Batch-Entry	Debits	Credits	Net Change	Balance
2023									
07	GL-JE	1/31/2023	Journ No: 27621 LIBRARY PAYROLL 1/23	26998	29175-1	304.40			
			Net Change and Ending Balance for Fiscal Period 07:					304.40	985.72
			Totals: Employee Benefits 2023			304.40	0.00	304.40	985.72
414-070-20121			Communications						1,350.00
2023									
07	GL-AP	1/9/2023	U.S. BANK 2025807: 424604700159	26791	28963-1	40.00			
07	GL-AP	1/6/2023	FRONTIER 338973: 7074878047040	26792	28964-1	54.48			
07	GL-AP	1/20/2023	CHARTER COMMUNICATIONS 339203: 0002080010323	26900	29074-1	137.96			
07	GL-AP	1/20/2023	CHARTER COMMUNICATIONS 339203: 0002080010323	26900	29074-1	64.99			
			Net Change and Ending Balance for Fiscal Period 07:					297.43	1,647.43
			Totals: Communications 2023			297.43	0.00	297.43	1,647.43
414-070-20140			Household Expense						1,496.33
2023									
07	GL-AP	1/9/2023	U.S. BANK 2025807: 424604700159	26791	28963-1	5.55			
07	GL-AP	1/9/2023	U.S. BANK 2025807: 424604700159	26791	28963-1	5.40			
07	GL-AP	1/9/2023	U.S. BANK 2025807: 424604700159	26791	28963-1	21.64			
07	GL-AP	1/9/2023	U.S. BANK 2025807: 424604700159	26791	28963-1	16.16			
			Net Change and Ending Balance for Fiscal Period 07:					48.75	1,545.08
			Totals: Household Expense 2023			48.75	0.00	48.75	1,545.08
414-070-20141			COVID 19 PPE						65.70
414-070-20150			Insurance						10,580.26
414-070-20180			Building Maintenance						6,423.50
2023									
07	GL-AP	1/13/2023	PELREN, PHILLIP	26855	29029-1	702.74			

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Account Number/ Year/ Prd.	Source	Doc. Date	Description/ Reference	Posting Seq.	Batch-Entry	Debits	Credits	Net Change	Balance
			339118: 819267 819266					702.74	7,126.24
			Net Change and Ending Balance for Fiscal Period 07:						
			Totals: Building Maintenance 2023			702.74	0.00	702.74	7,126.24
414-070-20200			Membership						2,426.02
414-070-20223			Postage						1.68
414-070-20224			Office Supplies						635.44
2023									
07	GL-AP	1/20/2023	DEL NORTE OFFICE SUPPLY	26900	29074-1	244.71			
			339225: 669945, 47 LIB					244.71	880.15
			Net Change and Ending Balance for Fiscal Period 07:						
			Totals: Office Supplies 2023			244.71	0.00	244.71	880.15
414-070-20230			Professional Services						8,067.20
2023									
07	GL-AP	1/6/2023	ROSS, MATTHEW L.	26792	28964-1	1,125.00			
			339003: 0462						
07	GL-AP	1/20/2023	TERMINIX COMMERCIAL	26900	29074-1	74.00			
			339296: 20947894 13402						
07	GL-AP	1/20/2023	ADVANCED SECURITY SYSTEMS	26900	29074-1	243.84			
			339178: 633932					1,442.84	9,510.04
			Net Change and Ending Balance for Fiscal Period 07:						
			Totals: Professional Services 2023			1,442.84	0.00	1,442.84	9,510.04
414-070-20231			Prof Serv-Election						225.00
414-070-20232			Data Processing - Software						2,911.00
414-070-20233			Prof Svcs-County						15,011.00
414-070-20234			Audit Services						5,725.00
414-070-20236			Office Supplies-SR Branch						123.92
414-070-20240			Publications-Advertising						66.69
414-070-20250			Rents & Leases-Equipment						1,674.93
2023									
07	GL-AP	1/13/2023	U.S. BANK OFFICE EQUIPMENT FIN	26855	29029-1	524.22			
			339149: 490362688 1137					524.22	2,199.15
			Net Change and Ending Balance for Fiscal Period 07:						
			Totals: Rents & Leases-Equipment 2023			524.22	0.00	524.22	2,199.15

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Account Number/ Year/ Prd.	Source	Doc. Date	Description/ Reference	Posting Seq.	Batch-Entry	Debits	Credits	Net Change	Balance
414-070-20278 2023			Team Building						286.45
07	GL-AP	1/9/2023	U.S. BANK 2025807: 424604700159	26791	28963-1	74.39			
07	GL-JE	1/31/2023	Journ No: 27632 US BANK-MICHAELS	27008	29186-1	6.14			
			Net Change and Ending Balance for Fiscal Period 07:					80.53	366.98
			Totals: Team Building 2023			80.53	0.00	80.53	366.98
414-070-20279 2023			Summer Reading Prg Awards/Incentive						4,192.58
414-070-20280 2023			Spec Dept Expense						541.56
07	GL-AP	1/9/2023	U.S. BANK 2025807: 424604700159	26791	28963-1	131.53			
07	GL-AP	1/9/2023	U.S. BANK 2025807: 424604700159	26791	28963-1		3.66		
07	GL-AP	1/9/2023	U.S. BANK 2025807: 424604700159	26791	28963-1	34.16			
07	GL-AP	1/9/2023	U.S. BANK 2025807: 424604700159	26791	28963-1	16.98			
07	GL-JE	1/31/2023	Journ No: 27632 US BANK-EBAY	27008	29186-1	1.53			
			Net Change and Ending Balance for Fiscal Period 07:					180.54	722.10
			Totals: Spec Dept Expense 2023			184.20	3.66	180.54	722.10
414-070-20282 2023			Magazines/Newspapers						84.50
414-070-20284 2023			Books 18yrs-up						0.00
07	GL-AP	1/9/2023	U.S. BANK 2025807: 424604700159	26791	28963-1	54.54			
			Net Change and Ending Balance for Fiscal Period 07:					54.54	54.54
			Totals: Books 18yrs-up 2023			54.54	0.00	54.54	54.54
414-070-20284-003 2023			Zip Book Payments						3,594.70
414-070-20284-004 2023			Munson Books						378.75
07	GL-AP	1/9/2023	U.S. BANK	26791	28963-1	32.12			

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Account Number/ Year/ Prd.	Source	Doc. Date	Description/ Reference	Posting Seq.	Batch-Entry	Debits	Credits	Net Change	Balance
			2025807: 424604700159						
			Net Change and Ending Balance for Fiscal Period 07:					32.12	410.87
			Totals: Munson Books 2023			32.12	0.00	32.12	410.87
414-070-20290			Travel & Training						544.90
414-070-20292			Training/Education						880.08
414-070-20300			Utilities						2,544.21
2023									
07	GL-AP	1/27/2023	CRESCENT CITY WATER DEPT.	26954	29132-1	134.48			
			339380: 9583-000						
07	GL-AP	1/27/2023	PACIFIC POWER & LIGHT CO.	26954	29132-1	1,216.91			
			339411: 61601611-0283						
			Net Change and Ending Balance for Fiscal Period 07:					1,351.39	3,895.60
			Totals: Utilities 2023			1,351.39	0.00	1,351.39	3,895.60
414-070-70901			Intrafund Trans Out DN Reads (371)						18,000.00
414-070-90010			Property Tx-Current Sec						-118,337.30
414-070-90011			Prop Tax-Sec Supplemental						-5,108.84
414-070-90020			Property tx-Current Unse						-5,090.40
414-070-90091			Yield Tax						-4,196.29
414-070-90300			Interest - DN Library						-941.86
2023									
07	GL-TR	1/30/2023	Trans No: 35386	26992	29169-1		1,557.22		
			2ND QTR INTEREST 22/23						
			Net Change and Ending Balance for Fiscal Period 07:					-1,557.22	-2,499.08
			Totals: Interest - DN Library 2023			0.00	1,557.22	-1,557.22	-2,499.08
414-070-90601			Hoptr-Secured/Unsecured						-1,593.40
414-070-90623			State Grants						-20,000.00
414-070-90624			Northnet Library Grant						0.00
2023									
07	GL-CR	1/31/2023	Auth No: 86859	27023	29202-1		6,740.00		
			Net Change and Ending Balance for Fiscal Period 07:					-6,740.00	-6,740.00
			Totals: Northnet Library Grant 2023			0.00	6,740.00	-6,740.00	-6,740.00
414-070-90741			Redevelopment Pass Thru						-11,566.51

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Account Number/ Year/ Prd.	Source	Doc. Date	Description/ Reference	Posting Seq.	Batch-Entry	Debits	Credits	Net Change	Balance
414-070-91040			Book Fines						-344.53
2023									
07	GL-CR	1/3/2023	Auth No: 86680	26798	28970-1		70.45		
			Net Change and Ending Balance for Fiscal Period 07:					-70.45	-414.98
			Totals: Book Fines 2023			0.00	70.45	-70.45	-414.98
414-070-91043			Postal Reserve						-1.75
414-070-91060			Photo Copies						-753.60
2023									
07	GL-CR	1/3/2023	Auth No: 86680	26798	28970-1		103.20		
			Net Change and Ending Balance for Fiscal Period 07:					-103.20	-856.80
			Totals: Photo Copies 2023			0.00	103.20	-103.20	-856.80
414-070-91124			Gifts - Unspecified						-3,091.86
2023									
07	GL-CR	1/3/2023	Auth No: 86680	26798	28970-1		17.91		
			Net Change and Ending Balance for Fiscal Period 07:					-17.91	-3,109.77
			Totals: Gifts - Unspecified 2023			0.00	17.91	-17.91	-3,109.77
414-070-91124-002			Gifts - Specified						-536.15
414-070-91124-003			Zip Book Program						-9,728.00
414-070-91125			Travel Reimbursements						-1,500.00
414-070-91127			Friends of DNL						-6,042.60
414-070-91128			DNC Library Foundation						-800.00
414-070-91129			Misc Revenue						-479.96
414-070-91132			Donation/New Building						-16.87
2023									
07	GL-CR	1/3/2023	Auth No: 86680	26798	28970-1		0.60		
			Net Change and Ending Balance for Fiscal Period 07:					-0.60	-17.47
			Totals: Donation/New Building 2023			0.00	0.60	-0.60	-17.47
414-070-91133			Wild Rivers Foundation-SR Branch						-3,525.00
			Report Totals:			22,625.05	8,820.58	13,804.47	7,663.56

G/L Transactions Listing - In Functional Currency (GLPTLS1)

Include Accounts With No Activity [No]
 Include Balances and Net Changes [Yes]
 Include Posting Seq. and Batch-Entry [Yes]
 Include Trans. Optional Fields [No]
 From Year - Period [2023 - 07] To [2023 - 07]
 Sort By [Dept]
 Sort Transactions By Date [No]
 From Dept [371] To [371]
 From Account Group [] To [ZZZZZZZZZZ]
 Last Year Closed 2022
 Last Posting Sequence 27166
 Use Rolled Up Amounts [No]
 Date Doc. Date

Account Number/ Year/ Prd.	Source	Doc. Date	Description/ Reference	Posting Seq.	Batch-Entry	Debits	Credits	Net Change	Balance
414-371-10015			Part-time/Temporary						9,448.48
2023									
07	GL-JE	1/31/2023	Journ No: 27621 LIBRARY PAYROLL 1/23	26998	29175-1	3,329.72			
			Net Change and Ending Balance for Fiscal Period 07:					3,329.72	12,778.20
			Totals: Part-time/Temporary 2023			3,329.72	0.00	3,329.72	12,778.20
									722.80
414-371-10020			Retirement						
2023									
07	GL-JE	1/31/2023	Journ No: 27621 LIBRARY PAYROLL 1/23	26998	29175-1	254.72			
			Net Change and Ending Balance for Fiscal Period 07:					254.72	977.52
			Totals: Retirement 2023			254.72	0.00	254.72	977.52
									40.21
414-371-10030			Employee Benefits						
2023									
07	GL-JE	1/31/2023	Journ No: 27621 LIBRARY PAYROLL 1/23	26998	29175-1	66.59			
			Net Change and Ending Balance for Fiscal Period 07:					66.59	106.80
			Totals: Employee Benefits 2023			66.59	0.00	66.59	106.80
									599.52
414-371-20121			Communications						
2023									
07	GL-AP	1/6/2023	FRONTIER	26792	28964-1	136.89			

G/L Transactions Listing - In Functional Currency (GLPTLS1)

Account Number/ Year/ Prd.	Source	Doc. Date	Description/ Reference	Posting Seq.	Batch-Entry	Debits	Credits	Net Change	Balance
			338972: 7074647072092						
			Net Change and Ending Balance for Fiscal Period 07:					136.89	736.41
			Totals: Communications 2023			136.89	0.00	136.89	736.41
									99.00
414-371-20200 2023 07	GL-AP	1/27/2023	Memberships NCLC 339405: NCLC2022-2023	26954	29132-1	25.00			
			Net Change and Ending Balance for Fiscal Period 07:					25.00	124.00
			Totals: Memberships 2023			25.00	0.00	25.00	124.00
									277.60
414-371-20224			Office Supplies						86.30
414-371-20240			Advertising/Publications						4,449.00
414-371-20250 2023 07	GL-AP	1/6/2023	Rent TAB & ASSOCIATES 339010: 1ST QTR 2023 D	26792	28964-1	2,187.00			
			Net Change and Ending Balance for Fiscal Period 07:					2,187.00	6,636.00
			Totals: Rent 2023			2,187.00	0.00	2,187.00	6,636.00
									192.59
414-371-20280			Special Department Expense						1,357.87
414-371-20284 2023 07	GL-AP	1/9/2023	Books U.S. BANK 2025807: 424604700159	26791	28963-1	16.70			
07	GL-AP	1/9/2023	U.S. BANK 2025807: 424604700159	26791	28963-1	13.90			
			Net Change and Ending Balance for Fiscal Period 07:					30.60	1,388.47
			Totals: Books 2023			30.60	0.00	30.60	1,388.47
									5.00
414-371-20290			Travel & Training						-18,000.00
414-371-70901			Intrafund Trans In Library District (070)						-55,043.00
414-371-90622			CLLS Grant						
			Report Totals:			6,030.52	0.00	6,030.52	-49,734.11