

| AUGUST CLAIMS |             |                                                              |
|---------------|-------------|--------------------------------------------------------------|
| DATE          | AMOUNT      | DESCRIPTION                                                  |
| 7/27/2022     | \$10,580.26 | SDRMA RENEWAL                                                |
| 7/27/2022     | \$26.70     | COUNTRY MEDIA - AD FOR BOARD POSITION                        |
| 8/2/2022      | \$90.00     | GH OUTREACH - YARD MAINT/DUMP FEE                            |
| 8/2/2022      | \$57.00     | K. RICHARDSON - FINGERPRINT/LIVESCAN                         |
| 8/2/2022      | \$104.71    | MENDES SUPPLY - HOUSEHOLD EXPENSES TOWELS/ISSUES             |
| 8/2/2022      | \$1,125.00  | ROSS JANITORIAL - JANITORIAL SERVICES FOR JULY               |
| 8/2/2022      | \$1,542.66  | VAN WIEREN CONST - REPLACE ALL VENTS D/T RODENT INFESTATION  |
| 8/2/2022      | \$240.32    | US BANK - CANNON IR COPIER LEASE                             |
| 8/5/2022      | \$1,509.51  | US BANK - ZIP BOOKS                                          |
| 8/8/2022      | \$988.92    | US BANK CAL CARD VARIOUS                                     |
| 8/8/2022      | \$91.30     | US BANK DN READS                                             |
| 8/8/2022      | \$40.00     | G H OUTREACH - 7/7/22 PICK UP                                |
| 8/8/2022      | \$44.57     | DEL NORTE OFFICE SUPPLY - INK CARTRIDGE                      |
| 8/15/2022     | \$89.00     | GH OUTREACH - YARD MAINT/DUMP FEE                            |
| 8/15/2022     | \$233.41    | PACIFIC POWER - ELECTRIC SERVICE JUL6 - AUG 5 2022 1,143 kwh |
| 8/15/2022     | \$144.90    | CRESCENT CITY WATER/SEWER - WATER 24.85 / SEWER 52.81        |
| 8/24/2022     | \$1,125.00  | ROSS JANITORIAL - JANITORIAL SERVICES FOR AUGUST             |
| 8/24/2022     | \$110.86    | FRONTIER - BUSINESS LINE- SMITH RIVER BRANCH                 |
| 8/29/2022     | \$306.00    | ADVANCED SECURITY SYSTEMS - YEARLY FEE                       |
| 8/30/2022     | \$1,460.20  | US BANK - CALCARD VARIOUS                                    |
| 8/30/2022     | \$302.96    | MENDES SUPPLY - HOUSEHOLD EXPENSES TOWELS/ISSUES             |
| 8/30/2022     | \$79.00     | TERMINIX - PEST INSPECTION                                   |
| 8/31/2022     | \$1,641.19  | US BANK - ZIP BOOKS                                          |
| 8/31/2022     | \$112.03    | FRONTIER - DN READS                                          |
| TOTAL         | \$22,045.50 |                                                              |

## Board 8/8-9-12

|                       |     |
|-----------------------|-----|
| tutor/learner pairs   | 13  |
| Tutoring hours        | ≈43 |
| Learners to be paired | 1   |
| Available tutors      | 6   |

- One computer student met his goals this month
- New HISET student paired with new tutor
- Continued delivering books for our Lunch @ the Library program
- Two ESL Webinars and one on naturalization
- Three Americorps Sessions
- Attended 3Reads23 meeting and had a personal meeting with Barbrabrowning
- Met with Daphne Cortese-Lambert, head role with Del Norte Mission Possible
- Spoke with representative of North Coast Children's Services
- Attended CLLS Statewide Conversation (rebuilding)
- Three big works in progress
  - Recruiting Americorps Members
  - Recovered VolunteerMatch account (Smithriver→Main Branch, Reads)
  - Family Literacy Component...

# **Director Report August 2022**

## **GRANTS**

Building forward grant: no new information available at this time. No suggestions on property for sale.

Received \$2,500 from PacifiCorp Foundation for Library beautification.

## **WEBSITE MAINTENANCE**

New items list is added to the website every month for the main branch and Smith River.

## **FACILITY MAINTENANCE**

There has been an outbreak of fleas. Terminix was out of the solution to treat the carpets. As soon as they have the solution they will treat the carpets and the outside of the building. We have posted a sign on the door that service animals are welcome but pets are not allowed.

## **DONATIONS**

We are not accepting donations at this time. Our back room is overstocked.

## **Other Items**

Wednesday, August 25, 2022 one of our staff, John Taylor was assaulted by a patron high on Meth. The patron was arrested and was held on \$50,000 bail. John was not seriously injured. I will be sharing information that I learned from the art of verbal judo 8 hour training that I attended to help the staff recognize and successfully verbally de-escalate patrons.

On August 24th a patron tried to slash my tire. I had to pay \$269 for a new tire and I would like to be reimbursed \$100 because a patron sliced my tire.

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## DEPARTMENT CLAIM FORM - REQUEST FOR PAYMENT

COUNTY OF DEL NORTE  
Auditor - Controller

Vendor ID: 18096

Fiscal Year 2022-2023



## PAY TO THE ORDER OF

US BANK NATIONAL ASSOCIATION  
P.O. BOX 6335  
FARGO, ND 58125-6335

TOTAL CLAIM \$ 538.16

AUDITOR USE ONLY

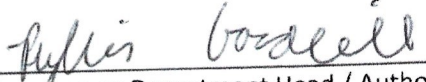
Page 1 of 2

Special Warrant Routing

## DISTRIBUTION

| Account (Fund-Dept-Line-Proj) | Amount    | Invoice | Description                             |
|-------------------------------|-----------|---------|-----------------------------------------|
| 414-70-20223                  | \$ 7.76   |         | USPS- Mailing                           |
| 414-70-20279                  | \$ 47.47  |         | Amazon - Books                          |
| 414-70-20279                  | \$ 32.30  |         | Amazon - Books                          |
| 414-70-20279                  | \$ 5.05   |         | Wal Mart - Vegetables and seeds         |
| 414-70-20279                  | \$ 29.07  |         | Amazon - Books                          |
| 414-70-20279                  | \$ 8.77   |         | Amazon - Books                          |
| 414-70-20279                  | \$ 133.10 |         | Amazon - Books                          |
| 414-70-20290                  | \$ 16.60  |         | Expedia - Hotel Booking protection      |
| 414-70-20121                  | \$ 20.00  |         | Constant Contact                        |
| 414-70-20270                  | \$ 51.95  |         | Amazon - Light bulbs for projector      |
| 414-70-20280                  | \$ 125.00 |         | Ocean Air Farms - Tasty boxes           |
| 414-70-20280                  | \$ 19.96  |         | Grocery Outlet - 4th of July candy      |
| 414-70-20280                  | \$ 21.66  |         | Wal Mart - 4th of July candy & T-shirts |
| 414-70-20280                  | \$ 19.47  |         | Amazon - Posters                        |

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.

  
Signature or Department Head / Authorized Deputy

08/08/2022

Date



## DEPARTMENT CLAIM FORM - REQUEST FOR PAYMENT

COUNTY OF DEL NORTE

Auditor - Controller

Vendor ID: 18096

Fiscal Year 2022-2023

## PAY TO THE ORDER OF

US BANK NATIONAL ASSOCIATION  
P.O. BOX 6335  
FARGO, ND 58125-6335

TOTAL CLAIM \$ 450.76

AUDITOR USE ONLY

Page 2 of 2

Special Warrant Routing

## DISTRIBUTION

| Account (Fund-Dept-Line-Proj) | Amount    | Invoice | Description                        |
|-------------------------------|-----------|---------|------------------------------------|
| 414-70-20282                  | \$ 6.50   |         | Country Media, INC- Triplicate     |
| 414-70-20224                  | \$ 32.02  |         | Amazon - replacement ink cartridge |
| 414-70-20279                  | -\$ 64.93 |         | Amazon- Refund                     |
| 414-70-20270                  | \$ 160.20 |         | Amazon - Bookcase for SR           |
| 414-70-20292                  | \$ 39.00  |         | Coursea subscription               |
| 414-70-20224                  | \$ 23.80  |         | Amazon-Ring binders                |
| 414-70-20279                  | \$ 254.17 |         | Amazon- 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.

*Kyleis Goodell*  
Signature or Department Head / Authorized Deputy

08/08/2022

Date

## DEPARTMENT CLAIM FORM - REQUEST FOR PAYMENT

Vendor ID: 18096

COUNTY OF DEL NORTE  
Auditor - Controller

## PAY TO THE ORDER OF

Fiscal Year 2022-2023

US BANK NATIONAL ASSOCIATION  
P.O. BOX 6335  
FARGO, ND 58125-6335

TOTAL CLAIM \$ 91.30

AUDITOR USE ONLY

## Special Warrant Routing

## DISTRIBUTION

| Account (Fund-Dept-Line-Proj) | Amount   | Invoice | Description                  |
|-------------------------------|----------|---------|------------------------------|
| 414-371-20240                 | \$ 86.30 |         | Walmart healthy snacks       |
| 414-371-20290                 | \$ 5.00  |         | Parking Meter-IPS Santa Rosa |
|                               |          |         |                              |
|                               |          |         |                              |
|                               |          |         |                              |
|                               |          |         |                              |
|                               |          |         |                              |
|                               |          |         |                              |
|                               |          |         |                              |
|                               |          |         |                              |
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|                               |          |         |                              |
|                               |          |         |                              |
|                               |          |         |                              |
|                               |          |         |                              |

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.

Kyllis Goodell  
Signature or Department Head / Authorized Deputy

08/08/2022

Date

D.N. County Library District  
**Balance Sheet**  
July 31, 2022

**Unaudited**

**ASSETS**

|               |                            |                   |
|---------------|----------------------------|-------------------|
| 414 010 00000 | Cash DN Co Library Dist    | 386,096.95        |
| 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>539,192.95</u> |

**LIABILITIES AND FUND EQUITY**

|               |                                                |                   |
|---------------|------------------------------------------------|-------------------|
| 414 010 05100 | Accounts Payable                               | 5,634.50          |
| 414 010 05120 | Salaries Payable                               | 13,156.60         |
| 414 010 05300 | Tax Liability Federal                          | 2,546.18          |
| 414 010 05310 | Tax Liability State                            | 10.86             |
| 414 010 05320 | PERS Liability                                 | (157,877.80)      |
| 414 010 05355 | Unemployment Insurance                         | 108.57            |
| 414 010 07100 | Fund Balance                                   | 79,371.97         |
| 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                                        | 26,265.00         |
|               | Expenditure                                    | (24,531.80)       |
|               | Total Liabilities and Fund Equity              | <u>539,192.95</u> |



## D.N. County Library District

Statement of Revenues and Expenditures  
1 Months Ended 7/31/2022

|                                           |                                      | CURRENT<br>MONTH<br>ACTUAL | YTD<br>ACTUAL    | YTD<br>BUDGET      | YTD<br>VARIANCE     | %<br>EXPENDED |
|-------------------------------------------|--------------------------------------|----------------------------|------------------|--------------------|---------------------|---------------|
| <b>Revenues:</b>                          |                                      |                            |                  |                    |                     |               |
| 414-070-90010                             | Property Tx-Current Sec              | 0.00                       | 0.00             | 214,000.00         | (214,000.00)        | 0.00%         |
| 414-070-90011                             | Prop Tax-Sec Supplemental            | 0.00                       | 0.00             | 3,225.00           | (3,225.00)          | 0.00%         |
| 414-070-90020                             | Property tx-Current Unse             | 0.00                       | 0.00             | 4,300.00           | (4,300.00)          | 0.00%         |
| 414-070-90091                             | Yield Tax                            | 0.00                       | 0.00             | 6,400.00           | (6,400.00)          | 0.00%         |
| 414-070-90300                             | Interest - DN Library                | 0.00                       | 0.00             | 2,000.00           | (2,000.00)          | 0.00%         |
| 414-070-90601                             | Hoptr-Secured/Unsecured              | 0.00                       | 0.00             | 3,200.00           | (3,200.00)          | 0.00%         |
| 414-070-90623                             | State Grants                         | 20,000.00                  | 20,000.00        | 20,000.00          | 0.00                | 100.00%       |
| 414-070-90624                             | Northnet Library Grant               | 0.00                       | 0.00             | 8,429.00           | (8,429.00)          | 0.00%         |
| 414-070-90741                             | Redevelopment Pass Thru              | 0.00                       | 0.00             | 18,000.00          | (18,000.00)         | 0.00%         |
| 414-070-91040                             | Book Fines                           | 0.00                       | 0.00             | 300.00             | (300.00)            | 0.00%         |
| 414-070-91042                             | Lost Book Reimbursement              | 0.00                       | 0.00             | 50.00              | (50.00)             | 0.00%         |
| 414-070-91060                             | Photo Copies                         | 0.00                       | 0.00             | 500.00             | (500.00)            | 0.00%         |
| 414-070-91124                             | Gifts - Unspecified                  | 265.00                     | 265.00           | 500.00             | (235.00)            | 53.00%        |
| 414-070-91127                             | Friends of DNL                       | 6,000.00                   | 6,000.00         | 0.00               | 6,000.00            | 0.00%         |
| 414-070-91129                             | Misc Revenue                         | 0.00                       | 0.00             | 300.00             | (300.00)            | 0.00%         |
| 414-070-91132                             | Donation/New Building                | 0.00                       | 0.00             | 100.00             | (100.00)            | 0.00%         |
| 414-070-91124-002                         | Gifts - Specified                    | 0.00                       | 0.00             | 500.00             | (500.00)            | 0.00%         |
| <b>Total Revenues</b>                     |                                      | <b>26,265.00</b>           | <b>26,265.00</b> | <b>281,804.00</b>  | <b>(255,539.00)</b> | <b>9.32%</b>  |
| <b>Expenses:</b>                          |                                      |                            |                  |                    |                     |               |
| 414-070-10010                             | Payroll                              | 4,826.16                   | 4,826.16         | 54,000.00          | 49,173.84           | 8.94%         |
| 414-070-10015                             | Parttime/Temporary                   | 9,037.00                   | 9,037.00         | 115,000.00         | 105,963.00          | 7.86%         |
| 414-070-10020                             | Retirement                           | 5,094.02                   | 5,094.02         | 19,439.00          | 14,344.98           | 26.21%        |
| 414-070-10030                             | Employee Benefits                    | 87.00                      | 87.00            | 2,500.00           | 2,413.00            | 3.48%         |
| 414-070-10040                             | Workers Comp                         | 0.00                       | 0.00             | 1,200.00           | 1,200.00            | 0.00%         |
| <b>Total Salaries and Benefits</b>        |                                      | <b>19,044.18</b>           | <b>19,044.18</b> | <b>192,139.00</b>  | <b>173,094.82</b>   | <b>9.91%</b>  |
| 414-070-20121                             | Communications                       | 0.00                       | 0.00             | 2,580.00           | 2,580.00            | 0.00%         |
| 414-070-20140                             | Household Expense                    | 0.00                       | 0.00             | 1,500.00           | 1,500.00            | 0.00%         |
| 414-070-20141                             | COVID 19 PPE                         | 0.00                       | 0.00             | 100.00             | 100.00              | 0.00%         |
| 414-070-20150                             | Insurance                            | 0.00                       | 0.00             | 10,000.00          | 10,000.00           | 0.00%         |
| 414-070-20180                             | Building Maintenance                 | 0.00                       | 0.00             | 5,000.00           | 5,000.00            | 0.00%         |
| 414-070-20200                             | Membership                           | 0.00                       | 0.00             | 1,700.00           | 1,700.00            | 0.00%         |
| 414-070-20223                             | Postage                              | 0.00                       | 0.00             | 50.00              | 50.00               | 0.00%         |
| 414-070-20224                             | Office Supplies                      | 0.00                       | 0.00             | 2,500.00           | 2,500.00            | 0.00%         |
| 414-070-20230                             | Professional Services                | 0.00                       | 0.00             | 20,000.00          | 20,000.00           | 0.00%         |
| 414-070-20231                             | Prof Serv-Election                   | 0.00                       | 0.00             | 700.00             | 700.00              | 0.00%         |
| 414-070-20232                             | Data Processing - Software           | 0.00                       | 0.00             | 3,000.00           | 3,000.00            | 0.00%         |
| 414-070-20233                             | Prof Svcs-County                     | 0.00                       | 0.00             | 25,000.00          | 25,000.00           | 0.00%         |
| 414-070-20234                             | Audit Services                       | 0.00                       | 0.00             | 4,500.00           | 4,500.00            | 0.00%         |
| 414-070-20240                             | Publications-Advertising             | 0.00                       | 0.00             | 500.00             | 500.00              | 0.00%         |
| 414-070-20250                             | Rents & Leases-Equipment             | 0.00                       | 0.00             | 4,000.00           | 4,000.00            | 0.00%         |
| 414-070-20270                             | Minor Equipment                      | 0.00                       | 0.00             | 500.00             | 500.00              | 0.00%         |
| 414-070-20278                             | Team Building                        | 0.00                       | 0.00             | 1,200.00           | 1,200.00            | 0.00%         |
| 414-070-20279                             | Summer Reading Prg Awards/Incentive  | 1,940.55                   | 1,940.55         | 2,000.00           | 59.45               | 97.03%        |
| 414-070-20280                             | Spec Dept Expense                    | 0.00                       | 0.00             | 2,500.00           | 2,500.00            | 0.00%         |
| 414-070-20281                             | Volunteer Program                    | 0.00                       | 0.00             | 200.00             | 200.00              | 0.00%         |
| 414-070-20282                             | Magazines/Newspapers                 | 0.00                       | 0.00             | 500.00             | 500.00              | 0.00%         |
| 414-070-20286                             | Spec Dept Exp - Employee Recognition | 0.00                       | 0.00             | 600.00             | 600.00              | 0.00%         |
| 414-070-20288                             | Cataloging                           | 0.00                       | 0.00             | 2,000.00           | 2,000.00            | 0.00%         |
| 414-070-20290                             | Travel & Training                    | 0.00                       | 0.00             | 700.00             | 700.00              | 0.00%         |
| 414-070-20292                             | Training/Education                   | 0.00                       | 0.00             | 1,000.00           | 1,000.00            | 0.00%         |
| 414-070-20300                             | Utilities                            | 0.00                       | 0.00             | 23,822.00          | 23,822.00           | 0.00%         |
| 414-070-20284-003                         | Zip Book Payments                    | 0.00                       | 0.00             | 12,000.00          | 12,000.00           | 0.00%         |
| 414-070-20284-004                         | Munson Books                         | 0.00                       | 0.00             | 7,500.00           | 7,500.00            | 0.00%         |
| <b>Total Services and Supplies</b>        |                                      | <b>1,940.55</b>            | <b>1,940.55</b>  | <b>135,652.00</b>  | <b>133,711.45</b>   | <b>1.43%</b>  |
| <b>Total Other Charges</b>                |                                      | <b>0.00</b>                | <b>0.00</b>      | <b>0.00</b>        | <b>0.00</b>         | <b>0.00%</b>  |
| 414-070-40610                             | Building & Improvements              | 0.00                       | 0.00             | 1,000.00           | 1,000.00            | 0.00%         |
| <b>Total Fixed Assets</b>                 |                                      | <b>0.00</b>                | <b>0.00</b>      | <b>1,000.00</b>    | <b>1,000.00</b>     | <b>0.00%</b>  |
| 414-070-70901                             | Intrafund Trans Out DN Reads (371)   | 0.00                       | 0.00             | 18,000.00          | 18,000.00           | 0.00%         |
| 414-070-81000                             | Contingency                          | 0.00                       | 0.00             | 3,000.00           | 3,000.00            | 0.00%         |
| <b>Total Intrafund Transfers</b>          |                                      | <b>0.00</b>                | <b>0.00</b>      | <b>21,000.00</b>   | <b>21,000.00</b>    | <b>0.00%</b>  |
| <b>Total Expenses</b>                     |                                      | <b>20,984.73</b>           | <b>20,984.73</b> | <b>349,791.00</b>  | <b>328,806.27</b>   | <b>6.00%</b>  |
| <b>Revenues Over (Under) Expenditures</b> |                                      | <b>5,280.27</b>            | <b>5,280.27</b>  | <b>(67,987.00)</b> | <b>73,267.27</b>    | <b>-7.77%</b> |

8/22/2022 11:16 AM

## 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 - 01] To [2023 - 01]  
 Sort By [Fund]  
 Sort Transactions By Date [No]  
 From Fund [414] To [414]  
 From Account Group [ ] To [ZZZZZZZZZZ]  
 Last Year Closed 2022  
 Last Posting Sequence 26346  
 Use Rolled Up Amounts [No]  
 Date Doc. Date

Account  
Number/

| Year/<br>Prd. | Source | Doc. Date | Description/<br>Reference                 | Posting<br>Seq. | Batch-Entry | Debits    | Credits   | Net Change | Balance    |
|---------------|--------|-----------|-------------------------------------------|-----------------|-------------|-----------|-----------|------------|------------|
| 414-010-00000 |        |           | Cash - DN Co Library Dist                 |                 |             |           |           |            | 422,344.73 |
| 2023          |        |           |                                           |                 |             |           |           |            |            |
| 01            | GL-CD  | 7/1/2022  | VENDOR WARRANT<br>BATCH 5113              | 26099           | 28251-1     |           | 114.75    |            |            |
| 01            | GL-CD  | 7/8/2022  | VENDOR WARRANT<br>BATCH 5120              | 26115           | 28267-1     |           | 1,385.81  |            |            |
| 01            | GL-CD  | 7/12/2022 | VENDOR WARRANT<br>BATCH 5124              | 26131           | 28283-1     |           | 4,804.00  |            |            |
| 01            | GL-CD  | 7/15/2022 | VENDOR WARRANT<br>BATCH 5125              | 26138           | 28292-1     |           | 586.61    |            |            |
| 01            | GL-CD  | 7/22/2022 | VENDOR WARRANT<br>BATCH 5130              | 26181           | 28334-1     |           | 1,940.55  |            |            |
| 01            | GL-CD  | 7/22/2022 | VENDOR WARRANT<br>BATCH 5129              | 26185           | 28337-1     |           | 138.50    |            |            |
| 01            | GL-CD  | 7/29/2022 | VENDOR WARRANT<br>BATCH 5135              | 26208           | 28366-1     |           | 1,458.00  |            |            |
| 01            | GL-CR  | 7/1/2022  | DEPOSIT                                   | 26129           | 28281-1     | 6,000.00  |           |            |            |
| 01            | GL-CR  | 7/12/2022 | DEPOSIT                                   | 26198           | 28351-1     | 265.00    |           |            |            |
| 01            | GL-CR  | 7/20/2022 | DEPOSIT                                   | 26206           | 28364-1     | 20,000.00 |           |            |            |
| 01            | GL-JE  | 7/5/2022  | Journ No: 27058<br>LIBRARY PAYDATE 7/5/22 | 26121           | 28273-1     |           | 14,229.33 |            |            |
| 01            | GL-JE  | 7/1/2022  | Journ No: 27085<br>7/5/22 LIBRARY STATE T | 26146           | 28300-1     |           | 367.77    |            |            |
| 01            | GL-JE  | 7/1/2022  | Journ No: 27086                           | 26146           | 28300-1     |           | 2,807.14  |            |            |

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

| Account<br>Number/<br>Year/<br>Prd. | Source | Doc. Date | Description/<br>Reference                                                                                                  | Posting<br>Seq. | Batch-Entry | Debits    | Credits   | Net Change | Balance    |
|-------------------------------------|--------|-----------|----------------------------------------------------------------------------------------------------------------------------|-----------------|-------------|-----------|-----------|------------|------------|
| 01                                  | GL-AP  | 7/22/2022 | 335642:<br>CA DEPT OF TAX & FEE ADMINISTR<br>335834: 027-089403 QTR<br>Net Change and Ending Balance for Fiscal Period 01: | 26185           | 28337-1     | 138.50    |           | 2,225.67   | -5,634.50  |
|                                     |        |           | Totals: Accounts Payable 2023                                                                                              |                 |             | 2,225.67  | 0.00      | 2,225.67   | -5,634.50  |
| 414-010-05120<br>2023               |        |           | Salaries Payable                                                                                                           |                 |             |           |           |            | -14,230.89 |
| 01                                  | GL-JE  | 7/5/2022  | Journ No: 27058<br>LIBRARY PAYDATE 7/5/22                                                                                  | 26121           | 28273-1     | 14,229.33 |           |            |            |
| 01                                  | GL-JE  | 7/31/2022 | Journ No: 27163<br>LIBRARY PAYROLL 7/22<br>Net Change and Ending Balance for Fiscal Period 01:                             | 26249           | 28406-1     |           | 13,155.04 | 1,074.29   | -13,156.60 |
|                                     |        |           | Totals: Salaries Payable 2023                                                                                              |                 |             | 14,229.33 | 13,155.04 | 1,074.29   | -13,156.60 |
| 414-010-05300<br>2023               |        |           | Tax Liability - Federal                                                                                                    |                 |             |           |           |            | -2,807.14  |
| 01                                  | GL-JE  | 7/1/2022  | Journ No: 27086<br>7/5/22 LIB PAYROLL TAX                                                                                  | 26146           | 28300-1     | 2,807.14  |           |            |            |
| 01                                  | GL-JE  | 7/31/2022 | Journ No: 27163<br>LIBRARY PAYROLL 7/22<br>Net Change and Ending Balance for Fiscal Period 01:                             | 26249           | 28406-1     |           | 2,546.18  | 260.96     | -2,546.18  |
|                                     |        |           | Totals: Tax Liability - Federal 2023                                                                                       |                 |             | 2,807.14  | 2,546.18  | 260.96     | -2,546.18  |
| 414-010-05310<br>2023               |        |           | Tax Liability - State                                                                                                      |                 |             |           |           |            | -31.13     |
| 01                                  | GL-JE  | 7/1/2022  | Journ No: 27085<br>7/5/22 LIBRARY SIT TAX                                                                                  | 26146           | 28300-1     | 33.98     |           |            |            |
| 01                                  | GL-JE  | 7/1/2022  | Journ No: 27085<br>7/5/22 LIBRARY SDI TAX                                                                                  | 26146           | 28300-1     | 179.75    |           |            |            |
| 01                                  | GL-JE  | 7/31/2022 | Journ No: 27163<br>LIBRARY PAYROLL 7/22<br>Net Change and Ending Balance for Fiscal Period 01:                             | 26249           | 28406-1     |           | 193.46    | 20.27      | -10.86     |
|                                     |        |           | Totals: Tax Liability - State 2023                                                                                         |                 |             | 213.73    | 193.46    | 20.27      | -10.86     |
| 414-010-05320<br>2023               |        |           | PERS Liability                                                                                                             |                 |             |           |           |            | 123,568.85 |



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

| Account<br>Number/<br>Year/<br>Prd. | Source | Doc. Date | Description/<br>Reference                           | Posting<br>Seq. | Batch-Entry | Debits    | Credits | Net Change | Balance     |
|-------------------------------------|--------|-----------|-----------------------------------------------------|-----------------|-------------|-----------|---------|------------|-------------|
| 01                                  | GL-JE  | 7/1/2022  | Journ No: 27087<br>6/22 LIBRARY PERS                | 26146           | 28300-1     | 727.52    |         |            |             |
| 01                                  | GL-JE  | 7/13/2022 | CONSOLIDATED POSTING<br>CONSOLIDATED POSTING        | 26169           | Cnsld       | 33,929.00 |         |            |             |
| 01                                  | GL-JE  | 7/31/2022 | Journ No: 27163<br>LIBRARY PAYROLL 7/22             | 26249           | 28406-1     |           | 347.57  |            |             |
|                                     |        |           | Net Change and Ending Balance for Fiscal Period 01: |                 |             |           |         | 34,308.95  | 157,877.80  |
|                                     |        |           | Totals: PERS Liability 2023                         |                 |             | 34,656.52 | 347.57  | 34,308.95  | 157,877.80  |
| 414-010-05355<br>2023               |        |           | Unemployment Insurance                              |                 |             |           |         |            | -175.61     |
| 01                                  | GL-JE  | 7/1/2022  | Journ No: 27085<br>7/5/22 LIBRARY SUTA TA           | 26146           | 28300-1     | 154.04    |         |            |             |
| 01                                  | GL-JE  | 7/31/2022 | Journ No: 27163<br>LIBRARY PAYROLL 7/22             | 26249           | 28406-1     |           | 87.00   |            |             |
|                                     |        |           | Net Change and Ending Balance for Fiscal Period 01: |                 |             |           |         | 67.04      | -108.57     |
|                                     |        |           | Totals: Unemployment Insurance 2023                 |                 |             | 154.04    | 87.00   | 67.04      | -108.57     |
| 414-010-07100                       |        |           | Fund Balance                                        |                 |             |           |         |            | -79,371.97  |
| 414-010-07101                       |        |           | Fund Balance - Literacy                             |                 |             |           |         |            | -24,659.05  |
| 414-010-07102                       |        |           | Fund Balance - Building - Major Repairs & Impr      |                 |             |           |         |            | -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 |
| 414-070-10010<br>2023               |        |           | Payroll                                             |                 |             |           |         |            | 0.00        |
| 01                                  | GL-JE  | 7/31/2022 | Journ No: 27163<br>LIBRARY PAYROLL 7/22             | 26249           | 28406-1     | 4,826.16  |         |            |             |
|                                     |        |           | Net Change and Ending Balance for Fiscal Period 01: |                 |             |           |         | 4,826.16   | 4,826.16    |
|                                     |        |           | Totals: Payroll 2023                                |                 |             | 4,826.16  | 0.00    | 4,826.16   | 4,826.16    |
| 414-070-10015<br>2023               |        |           | Parttime/Temporary                                  |                 |             |           |         |            | 0.00        |
| 01                                  | GL-JE  | 7/31/2022 | Journ No: 27163<br>LIBRARY PAYROLL 7/22             | 26249           | 28406-1     | 9,037.00  |         |            |             |
|                                     |        |           | Net Change and Ending Balance for Fiscal Period 01: |                 |             |           |         | 9,037.00   | 9,037.00    |

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

| Account<br>Number/<br>Year/<br>Prd.                 | Source | Doc. Date | Description/<br>Reference               | Posting<br>Seq. | Batch-Entry | Debits   | Credits | Net Change | Balance  |
|-----------------------------------------------------|--------|-----------|-----------------------------------------|-----------------|-------------|----------|---------|------------|----------|
| Totals: Parttime/Temporary 2023                     |        |           |                                         |                 |             | 9,037.00 | 0.00    | 9,037.00   | 9,037.00 |
| 414-371-10015<br>2023                               |        |           | Part-time/Temporary                     |                 |             |          |         |            | 0.00     |
| 01                                                  | GL-JE  | 7/31/2022 | Journ No: 27163<br>LIBRARY PAYROLL 7/22 | 26249           | 28406-1     | 1,193.75 |         |            |          |
| Net Change and Ending Balance for Fiscal Period 01: |        |           |                                         |                 |             |          |         | 1,193.75   | 1,193.75 |
| Totals: Part-time/Temporary 2023                    |        |           |                                         |                 |             | 1,193.75 | 0.00    | 1,193.75   | 1,193.75 |
| 414-070-10020<br>2023                               |        |           | Retirement                              |                 |             |          |         |            | 0.00     |
| 01                                                  | GL-AP  | 7/12/2022 | NORTHNET LIBRARY<br>335538: 2038        | 26131           | 28283-1     | 4,000.00 |         |            |          |
| 01                                                  | GL-JE  | 7/31/2022 | Journ No: 27163<br>LIBRARY PAYROLL 7/22 | 26249           | 28406-1     | 1,408.09 |         |            |          |
| 01                                                  | GL-JE  | 7/31/2022 | Journ No: 27163<br>LIBRARY PAYROLL 7/22 | 26249           | 28406-1     |          | 314.07  |            |          |
| Net Change and Ending Balance for Fiscal Period 01: |        |           |                                         |                 |             |          |         | 5,094.02   | 5,094.02 |
| Totals: Retirement 2023                             |        |           |                                         |                 |             | 5,408.09 | 314.07  | 5,094.02   | 5,094.02 |
| 414-371-10020<br>2023                               |        |           | Retirement                              |                 |             |          |         |            | 0.00     |
| 01                                                  | GL-JE  | 7/31/2022 | Journ No: 27163<br>LIBRARY PAYROLL 7/22 | 26249           | 28406-1     | 91.32    |         |            |          |
| Net Change and Ending Balance for Fiscal Period 01: |        |           |                                         |                 |             |          |         | 91.32      | 91.32    |
| Totals: Retirement 2023                             |        |           |                                         |                 |             | 91.32    | 0.00    | 91.32      | 91.32    |
| 414-070-10030<br>2023                               |        |           | Employee Benefits                       |                 |             |          |         |            | 0.00     |
| 01                                                  | GL-JE  | 7/31/2022 | Journ No: 27163<br>LIBRARY PAYROLL 7/22 | 26249           | 28406-1     | 87.00    |         |            |          |
| Net Change and Ending Balance for Fiscal Period 01: |        |           |                                         |                 |             |          |         | 87.00      | 87.00    |
| Totals: Employee Benefits 2023                      |        |           |                                         |                 |             | 87.00    | 0.00    | 87.00      | 87.00    |
| 414-371-20250<br>2023                               |        |           | Rent                                    |                 |             |          |         |            | 0.00     |
| 01                                                  | GL-AP  | 7/12/2022 | TAB & ASSOCIATES                        | 26131           | 28283-1     | 804.00   |         |            |          |

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

| Account<br>Number/<br>Year/<br>Prd. | Source | Doc. Date | Description/<br>Reference                                                                                                   | Posting<br>Seq. | Batch-Entry | Debits     | Credits    | Net Change | Balance    |
|-------------------------------------|--------|-----------|-----------------------------------------------------------------------------------------------------------------------------|-----------------|-------------|------------|------------|------------|------------|
| 01                                  | GL-AP  | 7/29/2022 | 335563: JULY RENT/LATE<br>TAB & ASSOCIATES<br>336001: RENT AUG & SEP<br>Net Change and Ending Balance for Fiscal Period 01: | 26208           | 28366-1     | 1,458.00   |            | 2,262.00   | 2,262.00   |
|                                     |        |           | Totals: Rent 2023                                                                                                           |                 |             | 2,262.00   | 0.00       | 2,262.00   | 2,262.00   |
| 414-070-20279<br>2023               |        |           | Summer Reading Prg Awards/Incentive                                                                                         |                 |             |            |            |            | 0.00       |
| 01                                  | GL-AP  | 7/22/2022 | CHILDREN'S PLUS INC.<br>335768: 214844<br>Net Change and Ending Balance for Fiscal Period 01:                               | 26181           | 28334-1     | 1,940.55   |            | 1,940.55   | 1,940.55   |
|                                     |        |           | Totals: Summer Reading Prg Awards/Incentive 2023                                                                            |                 |             | 1,940.55   | 0.00       | 1,940.55   | 1,940.55   |
| 414-070-90623<br>2023               |        |           | State Grants                                                                                                                |                 |             |            |            |            | 0.00       |
| 01                                  | GL-CR  | 7/20/2022 | Auth No: 85517<br>ALA<br>Net Change and Ending Balance for Fiscal Period 01:                                                | 26206           | 28364-1     |            | 20,000.00  | -20,000.00 | -20,000.00 |
|                                     |        |           | Totals: State Grants 2023                                                                                                   |                 |             | 0.00       | 20,000.00  | -20,000.00 | -20,000.00 |
| 414-070-91124<br>2023               |        |           | Gifts - Unspecified                                                                                                         |                 |             |            |            |            | 0.00       |
| 01                                  | GL-CR  | 7/12/2022 | Auth No: 85462<br>Net Change and Ending Balance for Fiscal Period 01:                                                       | 26198           | 28351-1     |            | 265.00     | -265.00    | -265.00    |
|                                     |        |           | Totals: Gifts - Unspecified 2023                                                                                            |                 |             | 0.00       | 265.00     | -265.00    | -265.00    |
| 414-070-91127<br>2023               |        |           | Friends of DNL                                                                                                              |                 |             |            |            |            | 0.00       |
| 01                                  | GL-CR  | 7/1/2022  | Auth No: 85431<br>Net Change and Ending Balance for Fiscal Period 01:                                                       | 26129           | 28281-1     |            | 6,000.00   | -6,000.00  | -6,000.00  |
|                                     |        |           | Totals: Friends of DNL 2023                                                                                                 |                 |             | 0.00       | 6,000.00   | -6,000.00  | -6,000.00  |
|                                     |        |           | Report Totals:                                                                                                              |                 |             | 105,397.30 | 105,397.30 | 0.00       | 23.80      |

30 accounts printed



## Library District

**Statement of Revenues and Expenditures**  
1 Months Ended 7/31/2022

|                                           |                                           | CURRENT<br>MONTH<br>ACTUAL | YTD<br>ACTUAL | YTD<br>BUDGET | YTD<br>VARIANCE | %<br>EXPENDED |
|-------------------------------------------|-------------------------------------------|----------------------------|---------------|---------------|-----------------|---------------|
| <b>Revenues:</b>                          |                                           |                            |               |               |                 |               |
| 414-371-90622                             | CLLS Grant                                | 0.00                       | 0.00          | 30,000.00     | (30,000.00)     | 0.00%         |
| <b>Total Revenues</b>                     |                                           | 0.00                       | 0.00          | 30,000.00     | (30,000.00)     | 0.00%         |
| <b>Expenses:</b>                          |                                           |                            |               |               |                 |               |
| 414-371-10015                             | Part-time/Temporary                       | 1,193.75                   | 1,193.75      | 37,500.00     | 36,306.25       | 3.18%         |
| 414-371-10020                             | Retirement                                | 91.32                      | 91.32         | 3,000.00      | 2,908.68        | 3.04%         |
| 414-371-10030                             | Employee Benefits                         | 0.00                       | 0.00          | 4,000.00      | 4,000.00        | 0.00%         |
| <b>Total Salaries and Benefits</b>        |                                           | 1,285.07                   | 1,285.07      | 44,500.00     | 43,214.93       | 2.89%         |
| 414-371-20121                             | Communications                            | 0.00                       | 0.00          | 1,380.00      | 1,380.00        | 0.00%         |
| 414-371-20200                             | Memberships                               | 0.00                       | 0.00          | 200.00        | 200.00          | 0.00%         |
| 414-371-20221                             | Printing                                  | 0.00                       | 0.00          | 50.00         | 50.00           | 0.00%         |
| 414-371-20223                             | Postage                                   | 0.00                       | 0.00          | 25.00         | 25.00           | 0.00%         |
| 414-371-20224                             | Office Supplies                           | 0.00                       | 0.00          | 800.00        | 800.00          | 0.00%         |
| 414-371-20240                             | Advertising/Publications                  | 0.00                       | 0.00          | 500.00        | 500.00          | 0.00%         |
| 414-371-20250                             | Rent                                      | 2,262.00                   | 2,262.00      | 8,748.00      | 6,486.00        | 25.86%        |
| 414-371-20283                             | Books-ESL                                 | 0.00                       | 0.00          | 1,500.00      | 1,500.00        | 0.00%         |
| 414-371-20284                             | Books                                     | 0.00                       | 0.00          | 2,000.00      | 2,000.00        | 0.00%         |
| 414-371-20285                             | Manipulatives & Software                  | 0.00                       | 0.00          | 200.00        | 200.00          | 0.00%         |
| 414-371-20286                             | Books-Family Literacy                     | 0.00                       | 0.00          | 600.00        | 600.00          | 0.00%         |
| <b>Total Services and Supplies</b>        |                                           | 2,262.00                   | 2,262.00      | 16,003.00     | 13,741.00       | 14.13%        |
| <b>Total Other Charges</b>                |                                           | 0.00                       | 0.00          | 0.00          | 0.00            | 0.00%         |
| <b>Total Fixed Assets</b>                 |                                           | 0.00                       | 0.00          | 0.00          | 0.00            | 0.00%         |
| 414-371-70901                             | Intrafund Trans In Library District (070) | 0.00                       | 0.00          | (18,000.00)   | (18,000.00)     | 0.00%         |
| <b>Total Intrafund Transfers</b>          |                                           | 0.00                       | 0.00          | (18,000.00)   | (18,000.00)     | 0.00%         |
| <b>Total Expenses</b>                     |                                           | 3,547.07                   | 3,547.07      | 42,503.00     | 38,955.93       | 8.35%         |
| <b>Revenues Over (Under) Expenditures</b> |                                           | (3,547.07)                 | (3,547.07)    | (12,503.00)   | 8,955.93        | 28.37%        |

8/22/2022 11:24:30AM

County of Del Norte

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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 - 01] To [2023 - 01]  
Sort By [Fund]  
Sort Transactions By Date [No]  
From Fund [371] To [371]  
From Account Group [ ] To [ZZZZZZZZZZ]  
Last Year Closed  
Last Posting Sequence  
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

Report Totals:

0 accounts printed

0.00

0.00