



Administration

414.302.8501

Circulation

414.302.8503

Reference

414.302.8500

Children's

414.302.8502

CLAIMS AND FINANCE REPORT-SEPTEMBER 2021

Appropriation January 2021	\$1,872,182.00
Expenditures to date	<u>\$1,026,493.02</u>
Balance	\$845,688.98
Deposits to date	\$1,560.66
Deposit-August 2021	<u>\$10.80</u>
Balance	\$847,260.44

The staff recommends the allowance of
Claim Numbers 6614 to 6637 amounting to \$121,460.81
Less Library Book Fund - \$99.51

BALANCE \$725,899.14

BOARD AUTHORIZATION

Motion: _____

Second: _____

September 22, 2021

CITY OF WEST ALLIS

7525 W. Greenfield Avenue – West Allis, Wisconsin 53214
Date Filed September 22, 2021
Date Paid _____
Library Board

Vendor ID #	Name	Library Claim #	Purchase Order #	Purpose	Amount	Voucher
	Amazon	6614	P-Card Purchases	Books, Library Supplies, Program Supplies	\$713.05	
	Baker & Taylor	6615	P-Card Purchases	Books, DVD's, CD's, etc.	\$7376.42	
	Barnes and Noble	6616	P-Card Purchase	Book	\$22.85	
	Brodart	6617	P-Card Purchase	Cataloging Supplies	\$38.15	
	Cavendish Square	6618	FPO #F46046	Children's Books	\$177.93	
	Cengage Learning	6619	FPO #'s F45940, F46048, F46113	Large-Type Books	\$354.29	
	Center Point Large Print	6620	FPO #'s F46047, F45837	Large-Type Books	\$88.68	
	Dollar Tree	6621	P-Card Purchase	Program Supplies	\$32.99	
	Elliott ACE Hardware	6622	P-Card Purchase	Custodial Supplies	\$35.24	
	EnvisionWare	6623	P-Card Purchase	Public Computer Software	\$2995.00	
	HGTV Magazine	6624	P-Card Purchase	Subscription Renewal	\$34.97	
	Manufacturer's News, Inc.	6625	FPO #F45838	Reference Materials	\$173.90	
	Midwest Tape	6626	FPO #'s F46043, F45939, F46114	Adult and Children's Audiobooks	\$1522.63	
	Nassco	6627	P-Card Purchase	Custodial Supplies	\$457.29	
	Office Depot	6628	P-Card Purchases	Library Supplies	\$247.14	
	Oriental Trading	6629	P-Card Purchase	Program Supplies	\$156.54	
	Pick 'n Save	6630	P-Card Purchase	Program Supplies	\$10.55	
	Scholastic	6631	FPO #F45941	Books for Children's Program	\$90.60	
	Target	6632	P-Card Purchases	Program Supplies	\$14.66	
	USPS	6633	P-Card Purchase	Postage	\$5.50	
	WE Energies	6634		Gas/Electric Services	\$4925.86	
	Wisconsin Library Association	6635	P-Card Purchase	Membership Renewal	\$255.00	
	Zoom	6636	P-Card Purchase	Service Subscription	\$14.99	

LIBRARY BOARD

President

Secretary

Financial Report 9-21-21

	<u>Annual Appropriation</u>	<u>Spent/Encumbered</u>	<u>Balance</u>
Salaries (Regular)	\$1,214,344.00	\$719,241.00	\$495,103.00
Salaries (Other)	145,654.00	113,299.00	32,355.00
Overtime	11,141.00	1,454.00	9,687.00
Office Equipment/Repair	1,000.00	-	1,000.00
Auto Repair/Maint	1,000.00	-	1,000.00
Shop Equipment Repair	250.00	-	250.00
Other Equipment Repair	2,700.00	705.00	1,995.00
Postage	2,500.00	809.00	1,691.00
Office Supplies	19,500.00	12,798.00	6,702.00
Materials Fund	254,438.00	168,708.00	85,730.00
Memberships	500.00	255.00	245.00
Travel Expense	1,500.00	8.00	1,492.00
Training	1,000.00	-	1,000.00
Photographic Supplies	200.00	-	200.00
Custodial Supplies	7,500.00	6,507.00	993.00
Fuel (Gas-Auto)	650.00	127.00	523.00
Oils, Fluids, Lubs	28.00	-	28.00
Landscape Materials	250.00	-	250.00
Other Materials/Supplies	4,800.00	4,154.00	661.00
Maintenance Contracts	112,000.00	70,519.00	41,481.00
Other Services	4,815.00	5,468.00	-668.00
Office Furniture/Equip	13,500.00	10,526.00	2,974.00
Gas	16,000.00	7,340.00	8,660.00
Electricity	52,000.00	30,008.00	21,992.00
Water	9,300.00	6,078.00	3,222.00
Safety Glasses	50.00	-	50.00
TOTAL	1,876,620.00	\$1,158,004.00	\$718,616.00

Unaudited--does not include adjustments, transfers, close-outs.
Includes carry-overs.

Materials Fund includes gifts, lost and paid, damages, carry-overs.