

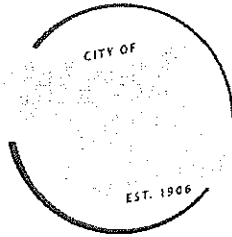
CITY OF WEST ALLIS Date Filed November 28, 2018 **SCHEDULE OF VOUCHERS**
 7525 W. Greenfield Avenue – West Allis, Wisconsin 53214 Date Paid _____ Library Board

Vendor ID #	Name	Library Claim #	Purchase Order #	Purpose	Amount	Voucher
	Amazon	5761	P-Card Purchases	Program and Custodial Supplies	\$161.27	
	Baker & Taylor	5762	P-Card Purchases	Books, DVD's, CD's, etc.	\$6862.43	
	Borderlan Security	5763	P-Card Purchase	Cyber Security Contract	\$2280.00	
	Cengage Learning	5764	FPO #'s F37256, F37300, F37362	Adult Large-Type Books	\$243.93	
	Center Point Large Print	5765	FPO #F37267	Adult Large-Type Books	\$44.34	
	CivicPlus	5766	FPO #F37414	Website Contract	\$2632.50	
	Demco	5767	P-Card Purchases	Library and Cataloging Supplies	\$754.93	
	Dollar Tree	5768	P-Card Purchase	Teen/Tween Program	\$44.00	
	Elliott ACE Hardware	5769	P-Card Purchases	Custodial Supplies	\$53.73	
	ESPN Magazine	5770	P-Card Purchase	Subscription Renewal	\$14.97	
	Friends of WAPL	5771	FPO #F37296	Bag Sales September/October 2018	\$57.10	
	GHA Technologies, Inc.	5772	Purchase Order #142320	Security Cameras	\$1730.32	
	Hobby Lobby	5773	P-Card Purchase	Program Supplies	\$25.80	
	Koszalka, Michael	5774	FPO #F37413	Petty Cash	\$54.86	
	Midwest Tape	5775	FPO #'s F37255, F37301	Adult Audiobooks	\$443.88	
	MyDoorSign	5776	P-Card Purchase	Door Signs	\$85.43	
	Office Depot	5777	P-Card Purchases	Library Supplies	\$208.64	
	Oriental Trading	5778	P-Card Purchase	Program Supplies	\$74.94	
	Pick 'N Save	5779	P-Card Purchases	Program and Board Refreshments	\$14.16	
	Straab, Roy	5780	FPO #F37030	Program Presentation	\$125.00	
	Target	5781	P-Card Purchase	Custodial Supplies	\$80.30	
	Thomson Reuters	5782	FPO #F37266	Adult Reference Books	\$345.00	
	Payroll	5783			\$91,335.26	
				Total	\$107,672.79	

LIBRARY BOARD

President

Secretary



414.302.8501

414.302.8503

Reference
414.302.8500

Children's
414.302.8502

CLAIMS AND FINANCE REPORT-NOVEMBER 2018

Appropriation January 2018	\$1,916,667.00
Library 2017 Carryover	<u>4,000.00</u>
Subtotal	\$1,920,667.00
Deposits to date	<u>10,888.97</u>
Subtotal	\$1,931,555.97
Expenditures to date	<u>1,393,280.75</u>
Balance	\$538,275.22
Deposits, October 2018	<u>1,710.52</u>
Balance	\$539,985.74
The staff recommends the allowance of Claim Numbers 5761 to 5783 amounting to \$107,672.79	
Less Drake-Breskvar Fund	114.96
Less September/October Friends Sales	57.10
Less Terchak Fund	<u>2,632.50</u>
	<u>\$104,868.23</u>
BALANCE	\$435,117.51

BOARD AUTHORIZATION

Motion: _____

Second: _____

November 28, 2018

Financial Report 11-26-18

	<u>Annual Appropriation</u>	<u>Spent/Encumbered</u>	<u>Balance</u>
Salaries (Regular)	\$1,134,526.00	\$810,125.00	\$324,401.00
Salaries (Other)	201,918.00	151,773.00	50,145.00
Shift Differential	0.00	-	0.00
Overtime	10,000.00	4,091.00	5,909.00
Out-of-Class	1,000.00	-	1,000.00
Labor Charges (Other Depts)	0.00	-	0.00
Office Equipment/Repair	1,000.00	-	1,000.00
Furniture Repair/Maint	200.00	-	200.00
Auto Repair/Maint	1,000.00	843.00	157.00
Shop Equipment Repair	250.00	-	250.00
Other Equipment Repair	2,700.00	-	2,700.00
Postage	3,500.00	1,834.00	1,666.00
Office Supplies	32,000.00	20,857.00	11,143.00
Printing	0.00	-	0.00
Materials Fund	292,504.00	197,338.00	95,166.00
Memberships	500.00	355.00	145.00
Travel Expense	1,500.00	112.00	1,388.00
Car Allowance	980.00	-	980.00
Training	1,000.00	476.00	524.00
Photographic Supplies	200.00	-	200.00
Custodial Supplies	7,500.00	5,847.00	1,653.00
Fuel (Gas-Auto)	650.00	263.00	387.00
Oils, Fluids, Lubs	28.00	-	28.00
Electrical Supplies	0.00	-	0.00
Landscape Materials	250.00	-	250.00
Other Materials/Supplies	4,800.00	13,679.00	-8,879.00
Cleaning/Laundry	3,800.00	3,725.00	75.00
Rentals	0.00	-	0.00
Maintenance Contracts	112,000.00	103,922.00	8,078.00
Other Services	14,815.00	17,437.00	-2,622.00
Office Furniture/Equip	13,500.00	12,032.00	1,468.00
Gas	16,000.00	11,086.00	4,914.00
Electricity	52,000.00	38,206.00	13,794.00
Water	9,300.00	2,128.00	7,172.00
Safety Glasses	350.00	-	350.00
Telephone	100.00	2.00	98.00
TOTAL	1,919,871.00	\$1,396,131.00	\$523,740.00

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

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