



414.302.8501

Signature
414.302.8503

Reference
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CLAIMS AND FINANCE REPORT-SEPTEMBER 2019

Appropriation January 2019	\$1,877,227.00
Expenditures to date	<u>984,190.89</u>
Balance	\$893,036.11
Deposits to date	<u>17,952.14</u>
Balance	\$910,988.25
Deposits, August 2019	<u>329.00</u>
Balance	\$911,317.25
The staff recommends the allowance of	
Claim Numbers 6019 to 6037 amounting to \$ 160,549.49	
Less Friends Bag Sales (July/August)	<u>- 60.32</u>
BALANCE	\$750,828.08

BOARD AUTHORIZATION

Motion: _____

Second: _____

September 25, 2019

CITY OF WEST ALLIS

7525 W. Greenfield Avenue – West Allis, Wisconsin 53214 Date Filed September 25, 2019_ SCHEDULE OF VOUCHERS Library Board

Date Paid _____

Vendor ID #	Name	Library Claim #	Purchase Order #	Purpose	Amount	Voucher
	Amazon	6019	P-Card Purchases	Library and Program Supplies	\$159.95	
	Baker & Taylor	6020	P-Card Purchases	Books, DVD's, CD's, etc.	\$11,641.73	
	Center Point Large Print	6021	FPO #F40121	Large-Type Books	\$44.34	
	CivicPlus	6022	FPO #F40243	Annual Fees	\$1125.00	
	Demco	6023	P-Card Purchases	Cataloging Supplies	\$558.56	
	Fairytale Birthday Company	6024	FPO #F40239	Deposit for 1/21/20	\$128.50	
	Friends of WAPL	6025	FPO #F40153	Bag Sales July/August 2019	\$60.32	
	Impact Acquisitions LLC	6026	Purchase Order #143122	Computer Paper	\$1199.60	
	Marco's Pizza	6027	P-Card Purchase	Teen Program	\$17.98	
	Midwest Tape	6028	FPO #'s F40154, F40006	Audiobooks and CD's	\$843.96	
	Mikos, Susan	6029	FPO #F40235	Leisure Learners 9/9/19	\$70.00	
	Office Depot	6030	P-Card Purchases	Library Supplies	\$179.17	
	Oriental Trading	6031	P-Card Purchases	Program Supplies	\$128.78	
	Pick 'n Save	6032	P-Card Purchases	Program and Staff Incentive Supplies	\$283.61	
	Target	6033	P-Card Purchases	DVD's	\$147.77	
	Three Points Publishing	6034	FPO #F40122	Adult Book	\$18.99	
	WE Energies	6035		Gas and Electric Services	\$53.07	
	Wisconsin Academy	6036	P-Card Purchase	Subscription	\$30.00	
	Payroll	6037			\$143,858.16	
				Total	\$160,549.49	
	August 2 nd , 2019					
	Regulars \$39,980.19					
	Provisionals 8,278.07					
	Overtime 2,062.54					
	\$50,320.80					

LIBRARY BOARD

President

Secretary

OUCHERS
Library Board

Date Paid _____

[illegible]

LIBRARY BOARD

President

Secretary

Financial Report 9-24-19

	<u>Annual Appropriation</u>	<u>Spent/Encumbered</u>	<u>Balance</u>
Salaries (Regular)	\$1,098,836.00	\$694,528.00	\$404,308.00
Salaries (Other)	212,678.00	119,093.00	93,585.00
Shift Differential	0.00	-	0.00
Overtime	10,000.00	7,233.00	2,767.00
Out-of-Class	0.00	-	0.00
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	25.00	975.00
Shop Equipment Repair	250.00	-	250.00
Other Equipment Repair	2,700.00	1,556.00	1,144.00
Postage	3,500.00	972.00	2,528.00
Office Supplies	32,000.00	11,905.00	20,095.00
Printing	0.00	-	0.00
Materials Fund	293,060.00	154,660.00	138,400.00
Memberships	500.00	-	500.00
Travel Expense	1,500.00	59.00	1,441.00
Car Allowance	480.00	-	480.00
Training	1,000.00	-	1,000.00
Photographic Supplies	200.00	-	200.00
Custodial Supplies	7,500.00	3,814.00	3,686.00
Fuel (Gas-Auto)	650.00	220.00	430.00
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	8,011.00	-3,211.00
Cleaning/Laundry	3,800.00	-	3,800.00
Rentals	0.00	-	0.00
Maintenance Contracts	111,300.00	95,579.00	15,721.00
Other Services	14,815.00	6,254.00	8,561.00
Office Furniture/Equip	13,500.00	6,191.00	7,309.00
Gas	16,000.00	7,923.00	8,077.00
Electricity	52,000.00	26,592.00	25,408.00
Water	9,300.00	17,671.00	-8,371.00
Safety Glasses	350.00	-	350.00
Telephone	100.00	1.00	99.00
TOTAL	1,893,297.00	\$1,162,287.00	\$731,010.00

Unaudited--does not include adjustments, transfers, close-outs.

Includes carry-overs.

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