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### CLAIMS AND FINANCE REPORT-SEPTEMBER 2020

Appropriation January 2020	\$1,826,681.00
Expenditures to date	<u>\$962,348.37</u>
Balance	\$864,332.63
Deposits to date	\$147.58
Deposits, August 2020	<u>\$31.95</u>
Balance	\$864,512.16

The staff recommends the allowance of	
Claim Numbers 6299 to 6316 amounting to	\$ 112,097.94
Less Elaine Strike Fund	- \$44.07
Less COVID-19 Response	<u>-\$1,354.26</u>
	BALANCE \$753,812.55

### BOARD AUTHORIZATION

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

August 26, 2020

## Financial Report 9-22-20

	<u>Annual Appropriation</u>	<u>Spent/Encumbered</u>	<u>Balance</u>
Salaries (Regular)	\$1,134,692.00	\$698,105.00	\$436,587.00
Salaries (Other)	206,690.00	74,438.00	132,252.00
Shift Differential	0.00	-	0.00
Overtime	5,759.00	2,350.00	3,409.00
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	0.00	-	0.00
Auto Repair/Maint	1,000.00	-	1,000.00
Shop Equipment Repair	250.00	-	250.00
Other Equipment Repair	2,700.00	45.00	2,655.00
Postage	3,500.00	275.00	3,225.00
Office Supplies	23,500.00	12,777.00	10,723.00
Printing	0.00	-	0.00
Materials Fund	252,210.00	155,592.00	96,618.00
Memberships	500.00	-	500.00
Travel Expense	1,500.00	43.00	1,457.00
Car Allowance	480.00	-	480.00
Training	1,000.00	-	1,000.00
Photographic Supplies	200.00	-	200.00
Custodial Supplies	7,500.00	7,276.00	224.00
Fuel (Gas-Auto)	650.00	95.00	555.00
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	6,104.00	-1,304.00
Cleaning/Laundry	3,800.00	-	3,800.00
Rentals	0.00	-	0.00
Maintenance Contracts	112,000.00	93,026.00	18,974.00
Other Services	14,815.00	1,542.00	13,273.00
Office Furniture/Equip	13,500.00	-	13,500.00
Gas	16,000.00	6,291.00	9,709.00
Electricity	52,000.00	24,698.00	27,302.00
Water	9,300.00	6,105.00	3,195.00
Safety Glasses	50.00	-	50.00
Telephone	0.00	-	0.00
<b>TOTAL</b>	<b>1,869,674.00</b>	<b>\$1,088,762.00</b>	<b>\$780,912.00</b>

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

Includes carry-overs.

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

# CITY OF WEST ALLIS

7525 W. Greenfield Avenue – West Allis, Wisconsin 53214

Date Filed September 23, 2020  
Date Paid  
Library Board

SCHEDULE OF VOUCHERS

Vendor ID #	Name	Library Claim #	Purchase Order #	Purpose	Amount	Voucher
	Amazon	6299	P-Card Purchases	Program Supplies and Prizes	\$143.36	
	Baker & Taylor	6300	P-Card Purchases	Books, DVD's, CD's, etc.	\$9455.49	
	Cengage Learning Inc.	6301	FPPO #'s F43228, F43355, F43252	Large-Type Books	\$204.75	
	Center Point Large Print	6302	FPPO #F43288	Large-Type Books	44.34	
	Demco	6303	P-Card Purchase	Cataloging Supplies	\$261.67	
	Elliott ACE Hardware	6304	P-Card Purchases	Custodial Supplies	\$152.35	
	Etsy	6305	P-Card Purchase	Prizes	\$46.95	
	Koszalka, Michael	6306	FPPO #F42030	Petty Cash	\$89.58	
	Midwest Tape	6307	FPPO #'s F43354, F43229	Audiobooks	\$314.92	
	Nasco	6308	FPPO #F43227	Custodial Supplies	\$1249.32	
	Office Depot	6309	P-Card Purchases	Library and COVID Supplies	\$548.25	
	Oriental Trading	6310	P-Card Purchase	Children's Program Supplies	\$221.64	
	Pick 'N Save	6311	P-Card Purchases	Summer Reading Prizes	\$75.00	
	Target	6312	P-Card Purchases	Custodial Supplies and Summer Reading Prizes	\$205.15	
	USPS	6313	P-Card Purchase	Postage	\$6.13	
	Webstaurant Store	6314	P-Card Purchases	Custodial Supplies	\$181.52	
	WE Energies	6315		Gas/Electric Services	\$4042.59	
	Payroll	6316			\$94,854.93	
				Total	\$112,097.94	
	August 14 <sup>th</sup> , 2020					
	Regulars \$42,076.43					
	Provisionals \$5,564.95					
	\$47,641.38					

## LIBRARY BOARD

President

Secretary

Date Filed September 23, 2020 SCHEDULE OF VOUCHERS

7525 W. Greenfield Avenue – West Allis, Wisconsin 53214

Date Paid \_\_\_\_\_

Library Board

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## LIBRARY BOARD

President

Secretary