



Ballston Community Public Library

Abstract (less Early Pays)

As of February 28, 2025

DATE	NUM	MEMO/DESCRIPTION	AMOUNT	TRANSACTION TYPE	DUE DATE
Ace Pest Control Specialists, Inc. (518) 377-3897					
02/12/2025	21793053	Feb 2025 svc	50.00	Bill	02/26/2025
Total for Ace Pest Control Specialists, Inc.			\$50.00		
Alarm & Suppression, Inc. 518-399-5110					
12/12/2024	INV 67780	Smoke Detector Replacement 16 2W-B Smoke Detectors + Labor	2,395.00	Bill	02/26/2025
Total for Alarm & Suppression, Inc.			\$2,395.00		
Alyssa Harvey					
01/28/2025	012825	mileage reimb to/from East Glenville Preschool	9.80	Bill	02/26/2025
Total for Alyssa Harvey			\$9.80		
Amazon-pay by invoice					
02/15/2025	1XM3-G61L-VG47	Misc. see invoices	264.07	Bill	02/26/2025
Total for Amazon-pay by invoice			\$264.07		
Baker & Taylor 800-340-5370					
01/07/2025	5019276568	21 books	312.36	Bill	02/26/2025
01/13/2025	5019291231	29 books	395.75	Bill	02/26/2025
01/20/2025	5019305218	27 books	354.22	Bill	02/26/2025
01/27/2025	5019315295	19 books	247.83	Bill	02/26/2025
01/30/2025	5019320941	39 books	603.14	Bill	02/26/2025
02/04/2025	5019332200	49 books	695.22	Bill	02/26/2025
02/10/2025	5019340164	24 books	291.83	Bill	02/26/2025
01/23/2025	509313129	48 books	862.16	Bill	02/26/2025
Total for Baker & Taylor			\$3,762.51		
CDPHP					
02/10/2025	250410026308	MAR 2025 prem Health/Dental (AH), Dental (JK), Health/Dental (KC), Health/Dental (DL)	3,022.68	Bill	02/26/2025
Total for CDPHP			\$3,022.68		
Cengage Learning Inc. / Gale 248-699-4253					
01/23/2025	86505223	2 books	53.98	Bill	02/26/2025
01/23/2025	86505297	2 books	54.73	Bill	02/26/2025
01/27/2025	86592382	9 books	205.48	Bill	02/26/2025
02/04/2025	86743460	9 books	254.16	Bill	02/26/2025
02/05/2025	86762230	6 books	176.94	Bill	02/26/2025
02/07/2025	86792161	2 books	53.98	Bill	02/26/2025
02/07/2025	86793092	5 books	129.70	Bill	02/26/2025
Total for Cengage Learning Inc. / Gale			\$928.97		
Demco Inc. (800) 752-7614					
02/11/2025	7602753	60 wire easels for book display	153.00	Bill	02/26/2025
Total for Demco Inc.			\$153.00		
Highmark BlueShield of Northeastern New York					
02/06/2025	2502063900689290	MAR 2025 prem medical J Kaplan	198.00	Bill	02/26/2025
Total for Highmark BlueShield of Northeastern New York			\$198.00		
Kristi Chadwick					
02/14/2025	02142025	mileage reimb JAN-FEB (town and BHBL BPA meetings) +	103.14	Bill	02/26/2025



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As of February 28, 2025

DATE	NUM	MEMO/DESCRIPTION	AMOUNT	TRANSACTION TYPE	DUE DATE
Reimb for ARSL Membership Renewal					
Total for Kristi Chadwick			\$103.14		
Mary Sanders Shartle					
02/13/2025	021325	memoir writing 5 classes - FALL 2024 @ \$80.00 ea.	400.00	Bill	02/26/2025
Total for Mary Sanders Shartle			\$400.00		
Midwest Tape, LLC					
800-875-2785					
01/27/2025	506670651	1 DVD/ADB	26.99	Bill	02/26/2025
01/27/2025	506671164	1 DVD/ADB	26.99	Bill	02/26/2025
02/03/2025	506686262	5 DVD/ADB	175.95	Bill	02/26/2025
01/31/2025	506692659	Hoopla January 2025	1,772.66	Bill	02/26/2025
02/10/2025	506735434	5 DVD/ADB	208.45	Bill	02/26/2025
02/17/2025	506768269	10 DVD/ADB	416.40	Bill	02/26/2025
Total for Midwest Tape, LLC			\$2,627.44		
NightRider Janitorial Services					
(518) 782-9999					
02/01/2025	FEB25073	Feb 2025 svc	2,369.00	Bill	02/26/2025
Total for NightRider Janitorial Services			\$2,369.00		
Repeat Business Systems, Inc.					
(518) 869-8116					
01/28/2025	1060387	February 2025 contract base rate + logistics surcharge	42.80	Bill	02/26/2025
Total for Repeat Business Systems, Inc.			\$42.80		
Richards Library					
01/01/2025	1004	Item list in transfer	45.00	Bill	02/26/2025
Total for Richards Library			\$45.00		
Southern Adirondack Library System					
518-584-7300					
02/03/2025	7645	January 2025 monthly fee/ circulation renewal	2,064.53	Bill	02/26/2025
02/12/2025	7690	Overdrive Contribution 2025	2,880.20	Bill	02/26/2025
02/12/2025	7722	2025 deep freeze maint renewal	102.70	Bill	02/26/2025
Total for Southern Adirondack Library System			\$5,047.43		
Staples					
01/31/2025	6022952063	copy paper -2	57.98	Bill	02/26/2025
Total for Staples			\$57.98		
TOTAL			\$21,476.82		

Ballston Community Public Library
EARLY PAYS
February 1-25, 2025

Date	Transaction Type	Num	Name	Memo/Description	Amount
02/11/2025	Check	1113	VISA	January 2025 VISA 4350 KC	170.54
02/11/2025	Bill Payment (Check)	1114	VISA	January 2025 Acct 2875	99.00
02/11/2025	Bill Payment (Check)	1115	Spectrum Business/Charter Communications	2/10-3/9/25 Service	284.88
02/11/2025	Bill Payment (Check)	1116	Twin Bridges Waste & Recycling, LLC	February 2025 Service	74.75
TOTAL					\$ 629.17

Ballston Community Public Library

Cash Balances per Quickbooks

As of 2/25/25

<u>GL Account</u>	<u>Description</u>	<u>Balance</u>
11000	General Fund (1164)	\$ 281,617.28
11200	\$ moved from 1164 per FDIC	482,612.69
Subtotal		764,229.97 ***
11100	Capital Improv Fund (1643)	84.56
13000	Fund Balance (1567)	110,074.95
	Trustee Fund (1596)	13,396.38
Total Cash Balance		\$ 887,785.86

*** Balance does not include checks dated 2/26/2025 totaling \$21,476.82.
After check run, the subtotal above will be **\$742,753.15**

BALLSTON COMMUNITY PUBLIC LIBRARY

TRUSTEE FUND (1596) SUMMARY

<u>Fund Name</u>	<u>Balance</u>
Richard E. Wittnebel	\$23.55
BH Women's Club	\$154.76
Conklin	\$4,621.88
Asa Kaplan	\$302.90
Tibbitts	\$38.88
McQueen	\$11.26
DeAngelo	\$51.04
Carol Brower	\$345.00
Ruth Glasser	\$57.40
Undesignated	\$7,789.71
TOTAL	\$13,396.38

Ballston Community Public Library Trustee Fund (1596) Register

Date	Check Number	Description	Fund	With- drawal Amount	Deposit Amount	Account Balance
2024 Beginning Balance						\$12,092.92
1.31.2024		interest earned	UNDESIGNATED		\$2.05	\$12,094.97
2.29.2024		interest earned	UNDESIGNATED		\$1.92	\$12,096.89
3.31.2024		interest earned	UNDESIGNATED		\$2.05	\$12,098.94
4.30.2024		interest earned	UNDESIGNATED		\$1.98	\$12,100.92
5.13.2024	714	Spring 2024 FOL book sale	UNDESIGNATED		\$526.63	\$12,627.55
5.31.2024		interest earned	UNDESIGNATED		\$2.10	\$12,629.65
6.30.2024		interest earned	UNDESIGNATED		\$2.07	\$12,631.72
7.31.2024		interest earned	UNDESIGNATED		\$2.14	\$12,633.86
8.31.2024		interest earned	UNDESIGNATED		\$2.14	\$12,636.00
9.30.2024		interest earned	UNDESIGNATED		\$2.07	\$12,638.07
10.4.2024	733	Fall 2024 FOL book sales	UNDESIGNATED		\$669.37	\$13,307.44
10.31.2024		interest earned	UNDESIGNATED		\$2.24	\$13,309.68
11.29.24		interest earned	UNDESIGNATED		\$2.18	\$13,311.86
12.31.24		interest earned	UNDESIGNATED		\$2.26	\$13,314.12
1.31.25		interest earned	UNDESIGNATED		\$2.26	\$13,316.38
2.18.25		DONATION	Burnt Hills Womens Club		\$80.00	\$13,396.38

Ballston Community Public Library
Cap Imp, Fund Bal & Trustee Rev/Exp Activity
 January - December 2025

	CAP IMP (1643) History Rm	FUND BALANCE (1567)	TRUSTEE FUND (1596)
Revenue			
BALLSTON TAXES			
17.1001.41.000.0.000 Real Property Taxes			
Total BALLSTON TAXES	\$ 0.00	\$ 0.00	\$ 0.00
LIBRARY CHARGES			
17.2082.41.004.0.000 LIBRARY CHARGES - Copier Fees			
17.2082.41.005.0.000 LIBRARY CHARGES - Fines			
17.2082.41.006.0.000 LIBRARY CHARGE - Lost Materials BUR			
17.2082.41.007.0.000 LIBRARY CHARGE - Lost Materials NON-BUR			
Total LIBRARY CHARGES	\$ 0.00	\$ 0.00	\$ 0.00
MISC REVENUE			
17.2401.41.000.0.000 INTEREST & EARNINGS		18.69	2.26
17.2705.41.000.0.000 Gifts / Donations / Reimbursements			80.00
Total MISC REVENUE	\$ 0.00	\$ 18.69	\$ 82.26
Total Revenue	\$ 0.00	\$ 18.69	\$ 82.26
Gross Profit	\$ 0.00	\$ 18.69	\$ 82.26
Expenditures			
BENEFITS			
17.9010.58.000.0.000 NYSLRS ER CONTRIBUTION			
17.9055.58.000.0.000 DISABILITY, PFL, Wkr Comp INS (EE/ER cost)			
17.9060.58.052.0.000 HSA (ER Contribution)			
17.9060.58.053.0.000 MEDICAL BENEFITS - Retirees (ER costs)			
17.9060.58.059.0.000 HEALTH/DENTAL INS (ER & EE share)			
Total BENEFITS	\$ 0.00	\$ 0.00	\$ 0.00
LIBRARY MATERIALS			
17.7410.54.034.0.000 LIBRARY MATERIALS - Print			
17.7410.54.035.0.000 LIBRARY MATERIALS - Periodicals			
17.7410.54.036.0.000 LIBRARY MATERIALS - Newspapers			
17.7410.54.037.0.000 LIBRARY MATERIALS - E-books			
17.7410.54.038.0.000 LIBRARY MATERIALS - Digital Databases			
17.7410.54.078.0.000 LIBRARY MATERIALS - NYS Other Materials			
Total LIBRARY MATERIALS	\$ 0.00	\$ 0.00	\$ 0.00

Ballston Community Public Library
Cap Imp, Fund Bal & Trustee Rev/Exp Activity
 January - December 2025

	CAP IMP (1643) History Rm	FUND BALANCE (1567)	TRUSTEE FUND (1596)
LIBRARY PERSONNEL SERVICES			
17.7410.51.030.0.000 CERTIFIED LIBRARIANS			
17.7410.51.031.0.000 CLERICAL STAFF			
17.7410.51.032.0.000 PAGES			
17.9060.58.055.0.000 SOC SEC, MEDI, FUTA (ER taxes)			
Total LIBRARY PERSONNEL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00
OFFICE EXPENSES			
17.7410.54.001.0.000 OFFICE SUPPLIES & MATERIALS			
17.7410.54.022.0.000 PHONE / COMMUNICATIONS COSTS			
17.7410.54.044.0.000 LIBRARY PROGRAM DELIVERY COSTS			
Total OFFICE EXPENSES	\$ 0.00	\$ 0.00	\$ 0.00
OPERATION EXPENSE			
17.1620.54.011.0.000 Professional Services - SNOW REMOVAL			
17.1620.54.073.0.000 BUILDING REPAIRS & MAINTENANCE			
17.7410.51.033.0.000 Professional Services - PAYROLL Processing			
17.7410.54.002.0.000 UTILITIES (Electric, Gas, Water, etc.)			
17.7410.54.010.0.000 Professional Services - IT (SALS)			
17.7410.54.018.0.000 SOFTWARE LICENSES / SUBSCRIPTIONS			
17.7410.54.019.0.000 PROFESSIONAL DEVELOPMENT / TRAINING			
17.7410.54.025.0.000 DUES / SUBSCRIPTIONS (non-software)			
17.7410.54.039.0.000 CUSTODIAL SERVICES			
17.7410.54.040.0.000 CUSTODIAL SUPPLIES			
17.7410.54.046.0.000 MILEAGE REIMBURSEMENT			
17.7410.54.047.0.000 MAINTENANCE CONTRACTS - OFFICE EQUIPMENT			
17.7410.54.048.0.000 MAINTENANCE CONTRACTS - Building O&M			
17.7410.54.049.0.000 Uncategorized Expenditure	6.00		
17.7410.54.077.0.000 TRASH REMOVAL SERVICES			
Total OPERATION EXPENSE	\$ 6.00	\$ 0.00	\$ 0.00
SPECIAL ITEMS			
17.1320.54.007.0.000 Professional Services - AUDITOR & CPA			
17.1910.54.023.0.000 UNALLOCATED INSURANCE - Library			
Total SPECIAL ITEMS	\$ 0.00	\$ 0.00	\$ 0.00
Total Expenditures	\$ 6.00	\$ 0.00	\$ 0.00
Net Operating Revenue	-\$ 6.00	\$ 18.69	\$ 82.26
Net Revenue	-\$ 6.00	\$ 18.69	\$ 82.26

Ballston Community Public Library Budget vs. Actuals: 2025 BUDGET

January - December 2025

Gen. Checking (1164) Rev/Exp				
	Actual	Budget	Remaining	%
			Remaining	Remaining
Revenue				
BALLSTON TAXES				
17.1001.41.000.0.000 Real Property Taxes	750,398.24	750,398.00	-0.24	0.00%
Total BALLSTON TAXES	\$ 750,398.24	\$ 750,398.00	-\$ 0.24	0.00%
CHARLTON LIBRARY SVCS				
17.2360.41.000.0.000 Library Services to Other Governments	0.00	51,000.00	51,000.00	100.00%
Total CHARLTON LIBRARY SVCS	\$ 0.00	\$ 51,000.00	\$ 51,000.00	100.00%
DASNY Grants				
	0.00	0.00	0.00	
LIBRARY CHARGES				
17.2082.41.004.0.000 LIBRARY CHARGES - Copier Fees	845.69	3,000.00	2,154.31	71.81%
17.2082.41.005.0.000 LIBRARY CHARGES - Fines	4.60	0.00	-4.60	
17.2082.41.006.0.000 LIBRARY CHARGE - Lost Materials BUR	243.81	2,000.00	1,756.19	87.81%
17.2082.41.007.0.000 LIBRARY CHARGE - Lost Materials NON-BUR	-14.06	0.00	14.06	
Total LIBRARY CHARGES	\$ 1,080.04	\$ 5,000.00	\$ 3,919.96	78.40%
LIBRARY SYSTEM GRANTS				
17.2760.41.001.0.000 Library System Grants - LLSA	0.00	3,194.00	3,194.00	100.00%
Total LIBRARY SYSTEM GRANTS	\$ 0.00	\$ 3,194.00	\$ 3,194.00	100.00%
MISC REVENUE				
17.2401.41.000.0.000 INTEREST & EARNINGS	0.00	0.00	0.00	
17.2705.41.000.0.000 Gifts / Donations / Reimbursements	209.28	10,000.00	9,790.72	97.91%
17.9999.41.000.0.000 Budget Fund Balance Draw	0.00	0.00	0.00	
Total MISC REVENUE	\$ 209.28	\$ 10,000.00	\$ 9,790.72	97.91%
Total Revenue	\$ 751,687.56	\$ 819,592.00	\$ 67,904.44	8.29%
Gross Profit	\$ 751,687.56	\$ 819,592.00	\$ 67,904.44	8.29%
Expenditures				
BENEFITS				
17.9010.58.000.0.000 NYSLRS ER CONTRIBUTION	9,524.50	38,358.00	28,833.50	75.17%
17.9055.58.000.0.000 DISABILITY, PFL, Wkr Comp INS (EE/ER cost)	1,967.87	4,000.00	2,032.13	50.80%
17.9060.58.052.0.000 HSA (ER Contribution)	3,400.00	7,425.00	4,025.00	54.21%
17.9060.58.053.0.000 MEDICAL BENEFITS - Retirees (ER costs)	594.00	5,728.00	5,134.00	89.63%
17.9060.58.054.0.000 HEALTH INS OPT OUT	0.00	1,800.00	1,800.00	100.00%
17.9060.58.059.0.000 HEALTH/DENTAL INS (ER & EE share)	7,688.84	32,598.00	24,909.16	76.41%
Total BENEFITS	\$ 23,175.21	\$ 89,909.00	\$ 66,733.79	74.22%
LIBRARY EQUIPMENT & CAPITAL OUTLAY				
17.7410.52.021.0.000 LIBRARY COMPUTER / PRINTER PURCHASES	0.00	9,000.00	9,000.00	100.00%
17.7410.52.033.0.000 LIBRARY FURNITURE PURCHASES	0.00	0.00	0.00	
17.7997.52.000.0.000 LIBRARY BUILDING & EQUIPMENT CAPITAL OUTLAYS	0.00	0.00	0.00	
Total LIBRARY EQUIPMENT & CAPITAL OUTLAY	\$ 0.00	\$ 9,000.00	\$ 9,000.00	100.00%
LIBRARY MATERIALS				
17.7410.54.034.0.000 LIBRARY MATERIALS - Print	5,756.68	61,000.00	55,243.32	90.56%
17.7410.54.035.0.000 LIBRARY MATERIALS - Periodicals	1,411.00	1,800.00	389.00	21.61%
17.7410.54.036.0.000 LIBRARY MATERIALS - Newspapers	1,702.18	2,800.00	1,097.82	39.21%
17.7410.54.037.0.000 LIBRARY MATERIALS - E-books	2,880.20	3,000.00	119.80	3.99%
17.7410.54.038.0.000 LIBRARY MATERIALS - Digital Databases	1,772.66	17,000.00	15,227.34	89.57%
17.7410.54.078.0.000 LIBRARY MATERIALS - NYS Other Materials	1,079.70	13,000.00	11,920.30	91.69%
Total LIBRARY MATERIALS	\$ 14,602.42	\$ 98,600.00	\$ 83,997.58	85.19%

Ballston Community Public Library Budget vs. Actuals: 2025 BUDGET

January - December 2025

Gen. Checking (1164) Rev/Exp				
	Actual	Budget	Remaining	%
LIBRARY PERSONNEL SERVICES				
17.7410.51.030.0.000 CERTIFIED LIBRARIANS	30,835.28	187,082.00	156,246.72	83.52%
17.7410.51.031.0.000 CLERICAL STAFF	23,029.50	191,100.00	168,070.50	87.95%
17.7410.51.032.0.000 PAGES	3,584.51	32,240.00	28,655.49	88.88%
17.9060.58.055.0.000 SOC SEC, MEDI, FUTA (ER taxes)	3,394.38	31,397.00	28,002.62	89.19%
Total LIBRARY PERSONNEL SERVICES	\$ 60,843.67	\$ 441,819.00	\$ 380,975.33	86.23%
OFFICE EXPENSES				
17.7410.54.001.0.000 OFFICE SUPPLIES & MATERIALS	957.60	4,500.00	3,542.40	78.72%
17.7410.54.022.0.000 PHONE / COMMUNICATIONS COSTS	652.59	4,000.00	3,347.41	83.69%
17.7410.54.041.0.000 POSTAGE / MAILINGS	0.00	250.00	250.00	100.00%
17.7410.54.042.0.000 PUBLICITY / Promotion	0.00	1,000.00	1,000.00	100.00%
17.7410.54.044.0.000 LIBRARY PROGRAM DELIVERY COSTS	1,095.58	14,000.00	12,904.42	92.17%
Total OFFICE EXPENSES	\$ 2,705.77	\$ 23,750.00	\$ 21,044.23	88.61%
OPERATION EXPENSE				
17.1620.54.009.0.000 Professional Services - GROUNDS MAINTENANCE	0.00	4,000.00	4,000.00	100.00%
17.1620.54.010.0.000 Professional Services - LEGAL	0.00	4,500.00	4,500.00	100.00%
17.1620.54.011.0.000 Professional Services - SNOW REMOVAL	3,879.00	12,500.00	8,621.00	68.97%
17.1620.54.012.0.000 Professional Services - HUMAN RESOURCES	0.00	300.00	300.00	100.00%
17.1620.54.013.0.000 Professional Services - PR	0.00	4,000.00	4,000.00	100.00%
17.1620.54.073.0.000 BUILDING REPAIRS & MAINTENANCE	287.99	10,000.00	9,712.01	97.12%
17.1620.54.074.0.000 Professional Services - ELECTION EXPENSES	0.00	1,000.00	1,000.00	100.00%
17.7410.51.033.0.000 Professional Services - PAYROLL Processing	702.33	4,000.00	3,297.67	82.44%
17.7410.54.002.0.000 UTILITIES (Electric, Gas, Water, etc.)	495.80	30,000.00	29,504.20	98.35%
17.7410.54.010.0.000 Professional Services - IT (SALS)	2,064.53	24,774.00	22,709.47	91.67%
17.7410.54.018.0.000 SOFTWARE LICENSES / SUBSCRIPTIONS	2,412.56	4,000.00	1,587.44	39.69%
17.7410.54.019.0.000 PROFESSIONAL DEVELOPMENT / TRAINING	75.00	3,000.00	2,925.00	97.50%
17.7410.54.025.0.000 DUES / SUBSCRIPTIONS (non-software)	205.72	500.00	294.28	58.86%
17.7410.54.039.0.000 CUSTODIAL SERVICES	4,738.00	27,540.00	22,802.00	82.80%
17.7410.54.040.0.000 CUSTODIAL SUPPLIES	140.67	2,500.00	2,359.33	94.37%
17.7410.54.046.0.000 MILEAGE REIMBURSEMENT	37.94	300.00	262.06	87.35%
17.7410.54.047.0.000 MAINTENANCE CONTRACTS - OFFICE EQUIPMENT	85.60	500.00	414.40	82.88%
17.7410.54.048.0.000 MAINTENANCE CONTRACTS - Building O&M	1,596.79	5,000.00	3,403.21	68.06%
17.7410.54.077.0.000 TRASH REMOVAL SERVICES	149.50	900.00	750.50	83.39%
Total OPERATION EXPENSE	\$ 16,871.43	\$ 139,314.00	\$ 122,442.57	87.89%
SPECIAL ITEMS				
17.1320.54.007.0.000 Professional Services - AUDITOR & CPA	35.25	5,000.00	4,964.75	99.30%
17.1910.54.023.0.000 UNALLOCATED INSURANCE - Library	11,817.36	11,200.00	-617.36	-5.51%
17.1990.54.000.0.000 CONTINGENCY BUDGETING ACCOUNT - Library	0.00	1,000.00	1,000.00	100.00%
17.3989.54.081.0.000 COVID-19 COSTS (Other Public Safety)	0.00	0.00	0.00	
Total SPECIAL ITEMS	\$ 11,852.61	\$ 17,200.00	\$ 5,347.39	31.09%
Total Expenditures	\$ 130,051.11	\$ 819,592.00	\$ 689,540.89	84.13%
Net Operating Revenue	\$ 621,636.45	\$ 0.00	-\$ 621,636.45	
Net Revenue	\$ 621,636.45	\$ 0.00	-\$ 621,636.45	