

AGENDA
Leach Library Board of Trustees
Londonderry, New Hampshire 03053

The Financial Ad Hoc Committee of the Leach Library Board of Trustees will be held on **Wednesday, May 27** at 7:00 PM in the **Sunnycrest Conference Room** at Londonderry Town Hall, 268B Mammoth Road, Londonderry NH. The meeting will be recorded for later viewing on the [Londonderry NH Government Access YouTube Channel](#).

1. Call to Order
2. Pledge of Allegiance
3. New Business/Discussion
 - 3.1 2027-2028 Supply and Management Services Budget Lines
 - 3.2 June and July Meeting Dates
4. Old Business/Discussion
 - 4.1 2027-2028 Maintenance and Utilities Budget Lines Research
 - 4.2 Organizing Trustee Donations Research
5. Public Comment
6. Adjournment

Please note: In addition to the items listed on the agenda the Board may consider other matters not on the posted agenda and they may enter a non-public session or convene in a non-meeting session in accordance with RSA 91-A if the need arises.

SAMPLE SPREADSHEET

Transactions posted thru:

(a new date should be entered here each time you update)

Fund Name (example)	Fund or Account # (GL#)	Developm ent ID # (i.e. Raiser's Edge#)	Restriction (P,L or U)	Purpose	year established	Historical Value	Fiscal Year Beginning Balance	Contributions	Income
The Good Fund	31001		P	Mission	12/25/2015	\$ 26,100.00	25,500.00	600.00	1,275.00
<hr/>									
Total with Donor Restrictions									
Board designated Fund	32001		U	Program	6/1/2020	\$ 70,000.00	70,000.00		700.00
<hr/>									

SAMPLE SPREADSHEET

Capital Gains/Loss	Withdrawals	Expenses	Pledge Write offs	FY Ending Balance	Unrealized Gain/Loss (change in MV)	Back out O/S Pledges & Invoices (optional)	Market Value Ending Balance	Investment Amount per G/L
500.00	(1,148.00)	(127.00)	0.00	26,600.00	700.00	0.00	27,300.00	27,173.00
				26,600.00			27,300.00	27,173.00
			(6,000.00)	0.00	64,700.00	0.00	0.00	N/A
			0.00	64,700.00	0.00	0.00	N/A	0.00

SAMPLE SPREADSHEET

This tab will record the history of the fund and keep track of the Principal amount

Purpose of fund:		To use the income to provide for the operations of the mission			
	Fund or				
Fund Name	Account #	Date of gift	Amount of Gift	Donor Name	any Restrictions
(example)					
The Good Fund	31001	1/2/2015	5,000.00	Donor 1	Income only
		6/4/2015	5,000.00	Donor 2	Income only
		7/8/2015	5,000.00	Donor 3	Income only
		12/24/2015	5,000.00	Donor 4	Income only
		12/1/2022	600.00	Donor 5	Income only
total			20,600.00		