**Maine Public Library Annual Report
Yearly Expenditures and Revenue
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**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Public Library**

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|  | **Jan** | **Feb** | **Mar** | **Apr** | **May** | **Jun** | **Jul** | **Aug** | **Sept** | **Oct** | **Nov** | **Dec** | **Total** |
| **Collection Expenditures** |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Print Materials (3.14)**Books, magazines, newspapers, and other print materials |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **E-Materials (3.15)E**lectronic books, serials, audio, and video materials, research databases, online learning platforms, etc.  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Other Materials (3.16)A**udio and video physical units, DVD, circulating portable electronic devices, and any other physical materials added to the collection |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **Other Expenditures (3.18)**Include all other expenditures other than those for salaries and collection | **Jan** | **Feb** | **Mar** | **Apr** | **May** | **Jun** | **Jul** | **Aug** | **Sept** | **Oct** | **Nov** | **Dec** | **Total** |
| **Supplies**Include supplies for office, book mending and processing, cleaning,etc. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Programs** Include costs for speakers, craft materials, promotional materials, etc.  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Technology**Include costs of internet, computer hardware and software, repair or replacement of existing furniture/equipment, etc.  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **All Other Miscellaneous**Include all other costs such as postage, building maintenance, cleaning services, etc. |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **Other Operating Revenue (3.6)** | **Jan** | **Feb** | **Mar** | **Apr** | **May** | **Jun** | **Jul** | **Aug** | **Sept** | **Oct** | **Nov** | **Dec** |  |
| **Library Fees**Late fines, photocopying, nonresident card fees, etc.  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Monetary Donations**monetary donations or gifts |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Fundraising** grants, book sales, raffles, silent auctions, bake sales, etc.  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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