WHAT ARE OTHER LIBRARIES SUBMITTING TO GATEWAY?

WE TALKED TO SOME OF THE LIBRARIES THAT HAVE BEEN USING OUR SOFTWARE A LONG TIME AND ASKED WHAT REPORTS THEY SUBMIT TO GATEWAY….HERE IS WHAT THEY SAID.

SBOA List	AVC report
Year-end Investment Statements and Register of Investments, General Form 350 (for County Treasurers)	Statements from bank
Excel Data Capture/Data Dump (no longer optional)	Export to Excel - V and Export to Excel -R
Detail of Receipts by fund and account (if Data Capture not available)	Quick Receipt register
Detail of Disbursements by fund and account (if Data Capture not available)	Register by Date
Current year Salary Ordinance (or Schedule) and Amendments (except Schools)	Not AVC - generally board resolution
Annual Vendor History Report	Vendor report
Annual Payroll History Report without social security numbers	Complete check listing
Annual Funds Ledger summarizing year-to-date total receipts, year-to-date disbursements, and beginning and ending balances by fund	financial report
Accounts Payable/Accounts Receivable Schedule support	not AVC - would suggest spreadsheet of things you owe that you haven't created a voucher for and who owes the library money
Direct Federal Grant Agreements/Award Letters and Amendments initiated during the year	Fund audit report for all federal grants
Agreements for Subawards made to Subrecipients for all Federal Grants initiated during the year	These could be ARPA grants and would be fund audit report