

**Illinois Heartland Library System**  
Disbursement Summary Report  
From 01/01/2023 Through 01/31/2023

Attachment 4.1

Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Description	Transaction Amount
				Code			
1/6/2023	ACHIL20230106	No	Illinois Department of Revenue	10		IL Payroll Tax Deposit - PD 01/06/2023	4,052.46
1/6/2023		No	Illinois Department of Revenue	27		IL Payroll Tax Deposit - PD 01/06/2023	744.27
1/6/2023		No	Illinois Department of Revenue	31		IL Payroll Tax Deposit - PD 01/06/2023	147.37
1/6/2023		No	Illinois Department of Revenue	32		IL Payroll Tax Deposit - PD 01/06/2023	191.69
1/6/2023		No	Illinois Department of Revenue	85		IL Payroll Tax Deposit - PD 01/06/2023	1,619.50
1/6/2023	ACHIRS20230106	No	Department of the Treasury	10		IRS Payroll Tax Deposit-PD 01/06/2023	22,130.85
1/6/2023		No	Department of the Treasury	27		IRS Payroll Tax Deposit-PD 01/06/2023	3,514.24
1/6/2023		No	Department of the Treasury	31		IRS Payroll Tax Deposit-PD 01/06/2023	699.16
1/6/2023		No	Department of the Treasury	32		IRS Payroll Tax Deposit-PD 01/06/2023	1,032.92
1/6/2023		No	Department of the Treasury	85		IRS Payroll Tax Deposit-PD 01/06/2023	8,404.30
1/12/2023	23930	No	AAIM EA Training and Consulting LLC	27		Pre-employment Drug Screen-CHA-CMC Cataloger	33.00
1/12/2023	23931	No	Ameren Illinois	10		CHA:Gas 12/01/2022-01/01/2023	220.67
1/12/2023	23932	No	Ameren Illinois	10		EDW:Gas 12/01/2022-01/01/2023	270.93
1/12/2023	23933	No	Ameren Illinois	10		EDW:Electric & Lighting Srvcs 12/01/2022-01/01/2023	932.83
1/12/2023	23934	No	American Pest Control	10		CHA:Monthly Extermination 01/06/2023	35.00
1/12/2023	23935	No	Jonathan Becker	10		Mileage Reimb-Becker, John-Trvl to CHA for Training 11/21-11/23/2022	59.22
1/12/2023		No	Jonathan Becker	10		Mileage Reimb-Becker, John-Trvl to Chicago RAILS for Trng 12/15-12/16/2022	80.86
1/12/2023		No	Jonathan Becker	10		Reimbursements	548.85
1/12/2023	23936	No	Bibliotheca LLC	85		eBooks Subscription Purchases 12/01-12/31/2022	12,767.77 <b>A</b>
1/12/2023	23937	No	Busey	10		Busey Credit Card Stmt Ending 1/3/2023	7,735.82
1/12/2023		No	Busey	27		Busey Credit Card Stmt Ending 1/3/2023	150.15
1/12/2023		No	Busey	31		Busey Credit Card Stmt Ending 1/3/2023	92.00
1/12/2023		No	Busey	32		Busey Credit Card Stmt Ending 1/3/2023	90.72
1/12/2023		No	Busey	85		Busey Credit Card Stmt Ending 1/3/2023	4,897.75
1/12/2023	23938	No	Constellation NewEnergy - Gas Division	10		Gas Supply 12/01-12/31/2022	763.38
1/12/2023	23939	No	Edwardsville/Glen Carbon Chamber of	10		EDW/GC Chamber of Commerce Membership Dues	229.00 <b>B</b>
1/12/2023	23940	No	Enterprise FM Trust	10		Monthly Leasing 01/01-01/31/2023	5,058.03
1/12/2023	23941	No	Ford & Harrison LLP	10		Legal Counsel re:Analysis of Handbook & Recent Revisions 12/29/2022	840.00
1/12/2023	23942	No	Leah Gregory	10		Mileage Reimb-Gregory, Leah-Trvl to School Lib Censorship Summit 01/09/23	41.88
1/12/2023	23943	No	i3 Broadband - CU	10		CHA:Internet 01/01-01/31/2023	11.67
1/12/2023		No	i3 Broadband - CU	27		CHA:Internet 01/01-01/31/2023	11.66
1/12/2023		No	i3 Broadband - CU	85		CHA:Internet 01/01-01/31/2023	11.66
1/12/2023	23944	No	Illinois American Water	10		CHA:Water 11/30-12/27/2022	49.41
1/12/2023	23945	No	Illini Janitorial	10		CHA:Janitorial Srvcs December 2022	525.00
1/12/2023	23946	No	Innovative Interfaces Inc	85		Polaris Off Hours Upgrade	3,000.00 <b>C</b>
1/12/2023	23947	No	LIMRiCC Unemployment Compensation Group Account	10		4 Qtr 2022 Unemployment Ins	282.68
1/12/2023		No	LIMRiCC Unemployment Compensation Group Account	27		4 Qtr 2022 Unemployment Ins	49.57
1/12/2023		No	LIMRiCC Unemployment Compensation Group Account	31		4 Qtr 2022 Unemployment Ins	24.96
1/12/2023		No	LIMRiCC Unemployment Compensation Group Account	85		4 Qtr 2022 Unemployment Ins	29.05
1/12/2023	23948	No	Mountain Valley Water of Carbondale	10		CAR:5 Gallon Purified Water Bottle (1)	7.50
1/12/2023		No	Mountain Valley Water of Carbondale	10		CAR:5 Gallon Purified Water Bottle (1)	7.50
1/12/2023	23949	No	Myler Automotive Repair Inc	10		U35100 - Replace Fuel Door Hinge Assembly	218.79
1/12/2023	23950	No	Nextgen Solutions	10		CAR:Usage Chrg 12/01-12/31/2022	10.67
1/12/2023	23951	No	SIUC Research Park Inc	10		CAR:Office Leasing, Electric & Lighting Srvcs & Fiber Internet	8,660.81
1/12/2023		No	SIUC Research Park Inc	85		CAR:Office Leasing, Electric & Lighting Srvcs & Fiber Internet	10.00
1/12/2023	23952	No	Speed Lube # 14	10		U29922 - Change Oil/Filter	73.45
1/12/2023		No	Speed Lube # 14	10		U32276 - Change Oil/Filter	73.45
1/12/2023		No	Speed Lube # 14	10		U33167 - Change Oil/Filter	73.45
1/12/2023	23953	No	Stutz Excavating Inc	10		EDW:Snow Removal & Salt Parking Lot 12/22-12/25/2022	1,325.00
1/12/2023	23954	No	Today's Technology Auto Repair, LLC	10		U33056 - Repair Driver Door Window	47.03
1/12/2023		No	Today's Technology Auto Repair, LLC	10		U33806 - Change Oil/Filter, Tire Rotation & Brake Repair	176.61
1/12/2023	23955	No	Verizon	10		GPS Tracking & Roadside Assistance (22 Units) 12/01-12/31/2022	416.90
1/20/2023	ACHIL20230120	No	Illinois Department of Revenue	10		IL Payroll Tax Deposit - PD 01/20/2023	4,110.56
1/20/2023		No	Illinois Department of Revenue	27		IL Payroll Tax Deposit - PD 01/20/2023	745.03
1/20/2023		No	Illinois Department of Revenue	31		IL Payroll Tax Deposit - PD 01/20/2023	147.37
1/20/2023		No	Illinois Department of Revenue	32		IL Payroll Tax Deposit - PD 01/20/2023	189.70

**Illinois Heartland Library System**  
Disbursement Summary Report  
From 01/01/2023 Through 01/31/2023

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
1/20/2023		No	Illinois Department of Revenue	85	IL Payroll Tax Deposit - PD 01/20/2023	1,625.00
1/20/2023	ACHIRS20230120	No	Department of the Treasury	10	IRS Payroll Tax Deposit-PD 01/20/2023	22,188.19
1/20/2023		No	Department of the Treasury	27	IRS Payroll Tax Deposit-PD 01/20/2023	3,516.60
1/20/2023		No	Department of the Treasury	31	IRS Payroll Tax Deposit-PD 01/20/2023	699.16
1/20/2023		No	Department of the Treasury	32	IRS Payroll Tax Deposit-PD 01/20/2023	1,022.99
1/20/2023		No	Department of the Treasury	85	IRS Payroll Tax Deposit-PD 01/20/2023	8,425.29
1/26/2023	23956	No	A&R Mechanical Contractors Inc	66	CHA:Architectural Drawings & Permits for CARLI Leasing Space	975.00 <b>D</b>
1/26/2023		No	A&R Mechanical Contractors Inc	66	CHA:Build Wall, Install ADA Handicap Door & Power for CARLI Leasing Space	19,431.80
1/26/2023		No	A&R Mechanical Contractors Inc	66	CHA:Relocate Office Door	7,440.98
1/26/2023	23957	No	Ameren Illinois	10	CHA:Electric & Lighting Srvcs 12/15/22-01/18/23	739.09
1/26/2023	23958	No	Angela Hummel Consulting LLC	10	Training-Leading in Today's Workplace	300.00 <b>E</b>
1/26/2023	23959	No	AT&T	10	EDW: Internet 01/10/2023-02/09/2023	215.96
1/26/2023		No	AT&T	27	EDW: Internet 01/10/2023-02/09/2023	92.55
1/26/2023		No	AT&T	32	EDW: Internet 01/10/2023-02/09/2023	92.55
1/26/2023		No	AT&T	85	EDW: Internet 01/10/2023-02/09/2023	215.96
1/26/2023	23960	No	Health Care Service Corporation	10	Health Ins 02/01-02/28/2023	19,282.03
1/26/2023		No	Health Care Service Corporation	27	Health Ins 02/01-02/28/2023	5,136.94
1/26/2023		No	Health Care Service Corporation	31	Health Ins 02/01-02/28/2023	447.19
1/26/2023		No	Health Care Service Corporation	32	Health Ins 02/01-02/28/2023	1,538.11
1/26/2023		No	Health Care Service Corporation	85	Health Ins 02/01-02/28/2023	14,024.65
1/26/2023	23961	No	Beaumont Tire & Auto Repair	10	U29922 - Wheel Alignment	130.00
1/26/2023	23962	No	Buildingstars Operations Inc	10	EDW:Janitorial Srvcs January 2023	670.00
1/26/2023	23963	No	Commercial Collision of Champaign	10	U35065 - Repair Liftgate	360.78
1/26/2023	23964	No	George Alarm	10	CHA:Troubleshoot & Fix Sensor Issue 11/21/2022	105.00
1/26/2023	23965	No	Guardian	10	Dental, AD&D, Life & Vision Ins 02/01-02/28/2023	3,509.48
1/26/2023		No	Guardian	27	Dental, AD&D, Life & Vision Ins 02/01-02/28/2023	458.54
1/26/2023		No	Guardian	31	Dental, AD&D, Life & Vision Ins 02/01-02/28/2023	171.21
1/26/2023		No	Guardian	32	Dental, AD&D, Life & Vision Ins 02/01-02/28/2023	123.43
1/26/2023		No	Guardian	85	Dental, AD&D, Life & Vision Ins 02/01-02/28/2023	973.23
1/26/2023	23966	No	Heyl Royster	85	Legal Counsel - re:SHARE Procedures	460.00
1/26/2023	23967	No	HR Source	10	Salary Position Benchmarking-Operations Coordinator	275.00 <b>F</b>
1/26/2023	23968	No	Technology Management Rev Fund	85	CAR:Bandwidth 12/01-12/31/222	270.00
1/26/2023	23969	No	Marketview Car Wash	10	U33167 & U29922 - Van Washes	20.00
1/26/2023	23970	No	Midwest Automotive & Diesel	10	U35065 - Change Oil/Filter	79.50
1/26/2023	23971	No	NCPERS Group Life Ins	10	Supp Life Ins 02/01-02/28/2023	180.00
1/26/2023		No	NCPERS Group Life Ins	27	Supp Life Ins 02/01-02/28/2023	48.00
1/26/2023		No	NCPERS Group Life Ins	31	Supp Life Ins 02/01-02/28/2023	20.00
1/26/2023		No	NCPERS Group Life Ins	32	Supp Life Ins 02/01-02/28/2023	24.00
1/26/2023		No	NCPERS Group Life Ins	85	Supp Life Ins 02/01-02/28/2023	144.00
1/26/2023	23972	No	Republic Services # 729	10	CHA:Trash & Recycling Removal 02/01-02/28/2023	198.53
1/26/2023	23973	No	Republic Services # 350	10	EDW:Trash & Recycling Removal 02/01-02/28/2023	314.45
1/26/2023	23974	No	Scheffel Boyle	10	Bank Confirmations for Audit	42.67 <b>G</b>
1/26/2023		No	Scheffel Boyle	32	Bank Confirmations for Audit	42.67
1/26/2023		No	Scheffel Boyle	85	Bank Confirmations for Audit	42.66
1/26/2023	23975	No	Today's Technology Auto Repair, LLC	10	U33023 - Change Oil/Filter, Tire Rotation & Replace License Plate Bulb	78.17
1/26/2023	23976	No	Uline	10	Slanted Wire Shelving for Delivery (6) & Wheel Replacement	2,342.16
1/26/2023	23977	No	Urbana & Champaign Sanitary District	10	CHA:Sewer 10/27-12/27/2022	103.88
1/26/2023	23978	No	Village of Glen Carbon	10	Donation-Sympathy-Shrewsberry, Tim	50.00
1/26/2023	23979	No	Wex Bank	10	Fuel Charges 12/23/2022-01/22/2023	13,532.35
1/26/2023		No	Wex Bank	85	Fuel Charges 12/23/2022-01/22/2023	65.69
1/26/2023	23980	No	WSIU Public Broadcasting	10	Sponsorship:PBS 24/7 Kids - Quarterly Installment 01/12-04/11/2023	390.00
1/26/2023	23981	No	Xerox Financial Services	10	Base & Usage Chrg 11/30-12/29/2022	229.22
1/26/2023		No	Xerox Financial Services	27	Base & Usage Chrg 11/30-12/29/2022	119.67
1/26/2023		No	Xerox Financial Services	32	Base & Usage Chrg 11/30-12/29/2022	217.87
1/26/2023		No	Xerox Financial Services	85	Base & Usage Chrg 11/30-12/29/2022	119.65
1/26/2023	23982	No	Xerox Financial Services	10	CAR:Base Chrg January 2023	120.39
1/26/2023		No	Xerox Financial Services	85	CAR:Base Chrg January 2023	85.29
1/26/2023	23983	No	Lesley Zavediuk	10	Grant Services January 2023	2,900.00
1/31/2023	ACHIMRFJan2023	No	Illinois Municipal Retirement Fund	10	January 2023 IMRF Payment	9,543.06
1/31/2023		No	Illinois Municipal Retirement Fund	27	January 2023 IMRF Payment	1,852.86

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 From 01/01/2023 Through 01/31/2023

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
1/31/2023		No	Illinois Municipal Retirement Fund	31	January 2023 IMRF Payment	352.82
1/31/2023		No	Illinois Municipal Retirement Fund	32	January 2023 IMRF Payment	833.00
1/31/2023		No	Illinois Municipal Retirement Fund	85	January 2023 IMRF Payment	<u>4,476.41</u>

**Total Disbursed**

**251,159.78**

**Non-routine Bill Payments Explanations**

- A-** Purchase of eBooks from 12/01-12/31/22 & eBooks purchases to be reimbursed by participating libraries.
- B-** Annual membership fee for Edwardsville/Glen Carbon Chamber of Commerce.
- C-** Polaris Off Hours Upgrade service to version 7.3 performed on December 10, 2022.
- D-** Architectural drawings, permits, and construction cost for improvements to the leased space at the Champaign office. The tenants have been invoiced for their requested improvements and payment has been received.
- E-** Facilitation fees for IHLS staff leadership training "Leading in Today's Workplace".
- F-** Services for salary position benchmarking for the Operations Coordinator position.
- G-** Bank confirmation charges from the 2022 audit work. This is due to the requirement from the banks to use Confirmation.com.

**Illinois Heartland Library System**  
 Credit Card Transactions  
 From 12/02/2022 Through 01/03/2023

Credit Card							Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code	
1/3/2023	4695 2640-Petty Linda	12/2/2022	VIOC	U8313 - Change Oil/Filter 12/2022	57.98	10	5210	01	10	
1/3/2023	4695 2640-Petty Linda	12/3/2022	AMAZON	EDW:Desk Calendar 12/2022	12.21	10	5365	01	20	
1/3/2023	4695 2640-Petty Linda	12/4/2022	FINISH LINE	U18520 - Car Wash 12/2022	17.99	10	5210	04	10	
1/3/2023	4695 2640-Petty Linda	12/6/2022	AMAZON	EDW:Route Bags (14) 12/2022	33.99	10	5385	01	20	
1/3/2023	4695 2640-Petty Linda	12/7/2022	AMAZON	EDW:Replacement Water Fountain Filters (3) 12/2022	156.07	10	5180	01	10	
1/3/2023	4695 2640-Petty Linda	12/7/2022	AUTO BODY SHOP	U33849 - Replace Driver Side Mirror 12/2022	699.65	10	5210	01	20	
1/3/2023	4695 2640-Petty Linda	12/7/2022	AUTO BODY SHOP	U31660 - Repair/Replace Headlight/Blinker & Reattach License Plate 12/2022	864.12	10	5210	01	22	
1/3/2023	4695 2640-Petty Linda	12/7/2022	FINISH LINE	U33806 - Van Wash 12/2022	17.99	10	5210	04	20	
1/3/2023	4695 2640-Petty Linda	12/10/2022	AMAZON	EDW:Ring Light 12/2022	18.99	10	5365	01	10	
1/3/2023	4695 2640-Petty Linda	12/14/2022	AMAZON	CAR:Cabin Air Filters for Vans (6) 12/2022	89.82	10	5210	04	20	
1/3/2023	4695 2640-Petty Linda	12/15/2022	HOME 2 SUITES	CAR Trip:Lodging-Petty, Linda 12/2022	172.50	10	5265	01	20	
1/3/2023	4695 2640-Petty Linda	12/16/2022	FINISH LINE	U33023 - Van Wash 12/2022	17.99	10	5210	04	22	
1/3/2023	4695 2640-Petty Linda	12/18/2022	FINISH LINE	U33056 - Van Wash 12/2022	17.99	10	5210	04	20	
1/3/2023	4695 2640-Petty Linda	12/20/2022	DOMINOS	Delivery Mtg - Pizza 12/2022	51.75	10	5290	01	10	
1/3/2023	4695 2640-Petty Linda	12/22/2022	RAINEDOUT	Rained Out Text Alert System 12/2022	40.00	10	5400	01	10	
1/3/2023	4695 2640-Petty Linda	12/30/2022	FINISH LINE	U25399 - Van Wash 12/2022	17.99	10	5210	04	10	
1/3/2023	4695 2640-Petty Linda	12/30/2022	FINISH LINE	U33021 - Van Wash 12/2022	17.99	10	5210	04	20	
1/3/2023	4695 2640-Petty Linda	12/30/2022	FINISH LINE	U33022 - Van Wash 12/2022	<u>17.99</u>	10	5210	04	20	
	Total 4695 2640-Petty Linda				2,323.01					
1/3/2023	5645 2424-Bushong Stacie L	12/13/2022	GOSHEN POST OFFICE	EDW:Postage 12/2022	<u>3.49</u>	10	5370	01	10	
	Total 5645 2424-Bushong Stacie L				3.49					
1/3/2023	5912 4772-Brown Troy M	44896	GODADDY	Domain Name - illinoisheartland.org (5 yrs) 12/2022	105.85	10	5580	01	10	
1/3/2023	5912 4772-Brown Troy M	44897	MAILCHIMP	Subscription:MailChimp Monthly 12/2022	69.99	10	5550	01	10	
1/3/2023	5912 4772-Brown Troy M	44897	PIPEDRIVE	PipeDrive Monthly Subscription 12/2022	203.00	10	5550	01	10	
1/3/2023	5912 4772-Brown Troy M	44897	PIPEDRIVE	PipeDrive Monthly Subscription 12/2022	203.00	85	5550	01	85	
1/3/2023	5912 4772-Brown Troy M	44898	GODADDY	SSL Renewal for lcls.org 12/2022	99.99	85	5580	01	85	
1/3/2023	5912 4772-Brown Troy M	44899	MICROSOFT	Teams Phone Lines (18) 12/2022	265.00	10	5400	01	10	
1/3/2023	5912 4772-Brown Troy M	44899	MICROSOFT	Refund-Teams Room Subscription-CAR 12/2022	<u>(2.40)</u>	10	5550	01	10	
1/3/2023	5912 4772-Brown Troy M	44899	MICROSOFT	Teams Phone Lines (9) 12/2022	144.00	27	5400	01	27	
1/3/2023	5912 4772-Brown Troy M	44899	MICROSOFT	Teams Phone Lines (2) 12/2022	32.00	31	5400	01	31	
1/3/2023	5912 4772-Brown Troy M	44899	MICROSOFT	Teams Phone Lines (4) 12/2022	64.00	32	5400	01	32	
1/3/2023	5912 4772-Brown Troy M	44899	MICROSOFT	Teams Phone Lines (17)	272.00	85	5400	01	85	
1/3/2023	5912 4772-Brown Troy M	44903	AMAZON	EDW:Replacement Battery Pack 12/2022	199.99	10	5360	01	10	
1/3/2023	5912 4772-Brown Troy M	44903	MICROSOFT	Online Cloud Backup 12/2022	213.70	10	5550	01	10	
1/3/2023	5912 4772-Brown Troy M	44903	MICROSOFT	Online Cloud Backup 12/2022	213.70	85	5550	01	85	
1/3/2023	5912 4772-Brown Troy M	44910	TELCO BILL CENTER	EDW:Elevator & Fax Lines 12/2022	59.48	10	5400	01	10	

**Illinois Heartland Library System**  
 Credit Card Transactions  
 From 12/02/2022 Through 01/03/2023

Credit Card						Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
1/3/2023	5912 4772-Brown Troy M	44910	TELCO BILL CENTER	EDW:Fax Lines 12/2022	16.68	32	5400	01	32
1/3/2023	5912 4772-Brown Troy M	44910	TELCO BILL CENTER	EDW:Elevator & Fax Lines 12/2022	59.48	85	5400	01	85
1/3/2023	5912 4772-Brown Troy M	44914	AMAZON	EDW:Portable Hard Drives (2) 12/2022	299.98	10	5360	01	10
1/3/2023	5912 4772-Brown Troy M	44924	ACCESSIBE	Web Accessibility Annual Fee 12/2022	441.00	10	5550	01	10
1/3/2023	5912 4772-Brown Troy M	44925	DREAMHOST	Domain Name-East Alton Library 12/2022	15.99	10	5840	01	10
1/3/2023	5912 4772-Brown Troy M	44925	INTERSERVER.NET	Helpdesk Web Hosting Software 12/2022	30.00	85	5550	01	85
1/3/2023	5912 4772-Brown Troy M	44928	AMAZON	EDW:Replacement Toner 12/2022	228.89	85	5360	01	85
1/3/2023	5912 4772-Brown Troy M	44928	MAILCHIMP	Subscription:MailChimp Monthly 01/2023	80.00	10	5550	01	10
1/3/2023	5912 4772-Brown Troy M	44928	MICROSOFT	Online Cloud Backup 12/2022	208.66	10	5550	01	10
1/3/2023	5912 4772-Brown Troy M	44928	MICROSOFT	Online Cloud Backup 12/2022	208.66	85	5550	01	85
1/3/2023	5912 4772-Brown Troy M	44928	PIPEDRIVE	PipeDrive Monthly Subscription 01/2023	203.00	10	5550	01	10
1/3/2023	5912 4772-Brown Troy M	44928	PIPEDRIVE	PipeDrive Monthly Subscription 01/2023	<u>203.00</u>	85	5550	01	85
	Total 5912 4772-Brown Troy M				4,138.64				
1/3/2023	6067 4476-Thompson Cassandra	44911	MCALISTERS	Working Lunch-Cassie & Jennifer 12/2022	28.23	85	5290	01	85
1/3/2023	6067 4476-Thompson Cassandra	44924	ALA	ALA & PLA Membership Dues-Thompson, Cassandra 12/2022	<u>321.00</u>	85	5700	01	85
	Total 6067 4476-Thompson Cassandra				349.23				
1/3/2023	6354 1516-Kates Linda	44897	COUNTY MARKET	Holiday Party-Food & Drinks-CHA 12/2022	150.15	10	5057	02	10
1/3/2023	6354 1516-Kates Linda	44910	TOMMY HOUSE TIRE	U32276 - Repair Tire 12/2022	<u>27.18</u>	10	5210	02	20
	Total 6354 1516-Kates Linda				177.33				
1/3/2023	6359 8292-Greve Penrod Shandi	44897	MINUTEMAN PRESS	EDW:SHARE Sticky Notes (3500) 12/2022	2,689.08	85	5365	01	85
1/3/2023	6359 8292-Greve Penrod Shandi	44897	NONPROFIT MARKETERS	Nonprofit Marketers Network Institutional Membership 12/2022	250.00	10	5700	01	10
1/3/2023	6359 8292-Greve Penrod Shandi	44900	PANTONE	PR/Marketing-Pantone Color Match Card & Bridge Guide Set 12/2022	383.93	10	5330	01	10
1/3/2023	6359 8292-Greve Penrod Shandi	44909	CURATOR GROUP	Curator Subscription (1 Month) 12/2022	60.18	10	5330	01	10
1/3/2023	6359 8292-Greve Penrod Shandi	44920	AMERICAN MARKETING ASSOC	AMA Membership Dues-Greve Penrod, Shandi 12/2022	<u>149.00</u>	10	5700	01	10
	Total 6359 8292-Greve Penrod Shandi				3,532.19				
1/3/2023	6613 2453-Bednar Leslie M	44901	SAMS CLUB	EDW:C-Fold Towels, Bath Tissue & Hand Soap 12/2022	134.20	10	5190	01	10
1/3/2023	6613 2453-Bednar Leslie M	44903	AMAZON	EDW:Removable Tape (6) 12/2022	23.19	85	5365	01	85
1/3/2023	6613 2453-Bednar Leslie M	44904	SUNSINGER	Working Lunch-Leslie, Ellen & Monica Harris (RAILS) 12/2022	77.00	10	5290	01	10
1/3/2023	6613 2453-Bednar Leslie M	44908	IL TOLLWAY	ILA Conf:Toll Charges-Bednar, Leslie 12/2022	25.30	10	5255	01	10
1/3/2023	6613 2453-Bednar Leslie M	44909	ILA	Advocacy & Networking-Donation-Joe Natale Retirement (ISL) 12/2022	50.00	10	5330	01	10
1/3/2023	6613 2453-Bednar Leslie M	44916	AMAZON	EDW:Highlighters 12/2022	10.04	32	5365	01	32
1/3/2023	6613 2453-Bednar Leslie M	44917	SAMS CLUB	EDW:Trash Bags & C-Fold Towels 12/2022	164.28	10	5190	01	10
1/3/2023	6613 2453-Bednar Leslie M	44925	AMAZON	EDW:iPad Charger Cables (4) 12/2022	8.99	10	5360	01	20
1/3/2023	6613 2453-Bednar Leslie M	44928	AMAZON	EDW:Tire Pressure Gauge (2) 12/2022	16.98	10	5210	01	20
1/3/2023	6613 2453-Bednar Leslie M	44928	AMAZON	EDW:Coat Hooks, Door Stopper & Wall Organizer 12/2022	93.27	10	5365	01	10

**Illinois Heartland Library System**  
 Credit Card Transactions  
 From 12/02/2022 Through 01/03/2023

Credit Card	Bill Date	Employee	Trans Date	Vendor	Description	Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
	1/3/2023	6613 2453-Bednar Leslie M	44928	AMAZON	EDW:Delivery Totes (60) 12/2022	<u>98.99</u>	10	5385	01	20
		Total 6613 2453-Bednar Leslie M				702.24				
	1/3/2023	6666 6914-Knirr John	44907	USPS	EDW:Postage 12/2022	<u>6.15</u>	27	5370	01	27
		Total 6666 6914-Knirr John				6.15				
	1/3/2023	6773 3101-Taylor Sarah	44899	AMAZON	EDW:Tab Dividers 12/2022	6.61	10	5365	01	20
	1/3/2023	6773 3101-Taylor Sarah	44922	AMAZON	EDW:Self-Adhesive Number Stickers for Vans 12/2022	<u>23.97</u>	10	5385	01	20
		Total 6773 3101-Taylor Sarah				30.58				
	1/3/2023	6792 9931-Trevino Jill	44898	DIERBERGS	Holiday Party-Food-EDW 12/2022	288.18	10	5057	01	10
	1/3/2023	6792 9931-Trevino Jill	44900	AMAZON	EDW:Tubs for Interoffice Mail (6) 12/2022	70.82	10	5365	01	10
	1/3/2023	6792 9931-Trevino Jill	44901	AMAZON	EDW:Refund Tubs for Interoffice Mail (3) 12/2022	(35.41)	10	5365	01	10
	1/3/2023	6792 9931-Trevino Jill	44901	HR DIRECT	Labor Law Compliance Posters 12/2022	308.61	10	5057	01	10
	1/3/2023	6792 9931-Trevino Jill	44901	SAMS CLUB	Holiday Party-Supplies-EDW 12/2022	69.48	10	5057	01	10
	1/3/2023	6792 9931-Trevino Jill	44901	TJMAXX	Holiday Party-Supplies-EDW 12/2022	80.31	10	5057	01	10
	1/3/2023	6792 9931-Trevino Jill	44923	DIERBERGS	Retirement Party-Food-Petty, Linda 12/2022	108.53	10	5290	01	10
	1/3/2023	6792 9931-Trevino Jill	44927	INDEED	Job Posting-EDW-Web IT Administrator 12/2022	64.95	10	5070	01	10
	1/3/2023	6792 9931-Trevino Jill	44927	INDEED	Job Posting-EDW-Operations Manager 12/2022	<u>75.00</u>	10	5070	01	20
		Total 6792 9931-Trevino Jill				1,030.47				
	1/3/2023	6820 4888-Parr Casey	44901	FINISH LINE	U35061 - Van Wash 12/2022	<u>17.99</u>	10	5210	04	20
		Total 6820 4888-Parr Casey				17.99				
	1/3/2023	6945 6065-Popit Ellen C	44903	SIMPLY DAVIDS	Holiday Party-Food-CAR 12/2022	<u>186.07</u>	10	5057	04	10
		Total 6945 6065-Popit Ellen C				186.07				
	1/3/2023	6980 5857-Baugh Jennifer	44902	ALA	ALA & PLA Membership Dues-Baugh, Jennifer 12/2022	<u>306.00</u>	85	5700	01	85
		Total 6980 5857-Baugh Jennifer				306.00				
	1/3/2023	7825 3576-Furby Leanne	44909	FREE LOGO SERVICES	LTT Grant Logo Design	<u>60.00</u>	31	5330	01	31
		Total 7825 3576-Furby Leanne				60.00				
	1/3/2023	7895 7549-Becker Jonathan	12/8/2022	BEST WESTERN	CHA Trip:Lodging-Becker, John 12/2022	<u>91.52</u>	10	5265	01	20
		Total 7895 7549-Becker Jonathan				91.52				
	1/3/2023	8961 4023-Cook Jace	44908	USPS	EDW:Postage 12/2022	3.32	85	5370	01	85
	1/3/2023	8961 4023-Cook Jace	44923	AMAZON	EDW:Book Tape 12/2022	<u>8.21</u>	85	5385	01	85
		Total 8961 4023-Cook Jace				11.53				

**Report Transaction Totals**

**12,966.44**

**Illinois Heartland Library System**

Credit Card Transactions

From 12/02/2022 Through 01/03/2023

Credit Card							Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code	Code

**Non-routine Credit Card Transactions Explanations**

*Brown, Troy M - Annual Web accessibility charge for Americans with Disability Act (ADA) compliance on the new IHLS website.*

*Thompson, Cassandra - American Library Association (ALA) and Public Library Association (PLA) membership fee for Cassandra Thompson.*

*Greve Penrod, Shandi - Purchase of (3500) SHARE cataloging note pads.*

*Nonprofit Marketers Organizational annual institutional membership fee for IHLS.*

*Purchase of a Pantone color match card and bridge guide set used as a marketing tool.*

*American Marketing Association (AMA) membership fee for Shandi Greve Penrod.*

*Baugh, Jennifer - American Library Association (ALA) and Public Library Association (PLA) membership fee for Jennifer Baugh.*

*Furby, Leanne - Contracted services for the creation of the draft Library Trustee Training grant logo design.*