

**Illinois Heartland Library System**  
 Disbursement Summary Report  
 From 02/01/2023 Through 02/28/2023

Attachment 6.1

Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Description	Transaction Amount
				Code			
2/3/2023	ACHIL20230203	No	Illinois Department of Revenue	10		IL Payroll Tax Deposit - PD 02/03/2023	3,613.64
2/3/2023		No	Illinois Department of Revenue	27		IL Payroll Tax Deposit - PD 02/03/2023	806.24
2/3/2023		No	Illinois Department of Revenue	31		IL Payroll Tax Deposit - PD 02/03/2023	147.18
2/3/2023		No	Illinois Department of Revenue	32		IL Payroll Tax Deposit - PD 02/03/2023	189.48
2/3/2023		No	Illinois Department of Revenue	85		IL Payroll Tax Deposit - PD 02/03/2023	1,619.10
2/3/2023	ACHIRS20230203	No	Department of the Treasury	10		IRS Payroll Tax Deposit-PD 02/03/2023	18,471.55
2/3/2023		No	Department of the Treasury	27		IRS Payroll Tax Deposit-PD 02/03/2023	3,792.04
2/3/2023		No	Department of the Treasury	31		IRS Payroll Tax Deposit-PD 02/03/2023	682.32
2/3/2023		No	Department of the Treasury	32		IRS Payroll Tax Deposit-PD 02/03/2023	999.53
2/3/2023		No	Department of the Treasury	85		IRS Payroll Tax Deposit-PD 02/03/2023	8,266.21
2/14/2023	23984	No	AAIM EA Training and Consulting LLC	10		Pre-employment Background Check	417.86
2/14/2023	23985	No	Ameren Illinois	10		CHA:Gas 01/01-02/01/2023	242.83
2/14/2023	23986	No	Ameren Illinois	10		EDW:Gas 01/01-02/01/2023	228.41
2/14/2023	23987	No	Ameren Illinois	10		EDW:Electric & Lighting Srvcs 01/01-02/01/2023	911.96
2/14/2023	23988	No	American Pest Control	10		CHA:Monthly Extermination 02/03/2023	35.00
2/14/2023	23989	No	Jonathan Becker	10		Mileage Reimb-Becker, John-Trvl to CAR for Interviews 01/12/2023	33.97
2/14/2023		No	Jonathan Becker	10		Mileage Reimb-Becker, John-Trvl to CHA for Training 02/05-02/10/2023	226.63
2/14/2023		No	Jonathan Becker	10		Mileage Reimb-Becker, John-Trvl to Color Art & Carbondale 02/02/2023	163.75
2/14/2023	23990	No	Leslie M Bednar	10		Mileage Reimb-Bednar, Leslie - Trvl to ISLAC Meeting 01/26/2023	30.20
2/14/2023		No	Leslie M Bednar	10		Mileage Reimb-Bednar, Leslie-Trvl to CAR for Meeting 01/23/2023	37.95
2/14/2023	23991	No	Beyond Good Teams LLC	10		Staff Day - Hero Habits Presentation	3,000.00
2/14/2023	23992	No	Bibliotheca LLC	85		eBooks Subscription Purchases 01/01-01/31/2023	14,759.07
2/14/2023	23993	No	Buildingstars Operations Inc	10		EDW:Janitorial Srvcs February 2023	670.00
2/14/2023	23994	No	Busey	10		Busey Credit Card Stmt Ending 2/1/2023	12,641.69
2/14/2023		No	Busey	27		Busey Credit Card Stmt Ending 2/1/2023	278.00
2/14/2023		No	Busey	31		Busey Credit Card Stmt Ending 2/1/2023	3,247.34
2/14/2023		No	Busey	32		Busey Credit Card Stmt Ending 2/1/2023	72.34
2/14/2023		No	Busey	85		Busey Credit Card Stmt Ending 2/1/2023	1,236.26
2/14/2023	23995	No	The Cincinnati Insurance Company	10		Treasurer Bond 01/24/2023-01/23/2024	1,851.00
2/14/2023	23996	No	City of Edwardsville	10		EDW:Water & Sewer 11/07/2022-01/09/2023	161.25
2/14/2023	23997	No	Commercial Collision of Champaign	10		U35065 - Install Wireless Liftgate Control	255.00
2/14/2023	23998	No	Constellation NewEnergy - Gas Division	10		Gas Supply 01/01-01/31/2023	724.86
2/14/2023	23999	No	Decatur Public Library	10		Donation-Sympathy-Moreland, Terry	50.00
2/14/2023	24000	No	Dobbs Tire & Auto Centers	10		U32277 - Tire Repair	26.95
2/14/2023		No	Dobbs Tire & Auto Centers	10		U33020 - Change Oil/Filter	78.31
2/14/2023		No	Dobbs Tire & Auto Centers	10		U33807 - Change Oil/Filter & Tire Rotation	103.26
2/14/2023		No	Dobbs Tire & Auto Centers	10		U33849 - Change Oil/Filter & Tire Rotation	96.55
2/14/2023	24001	No	Lorachelle Eck	10		Mileage Reimb-Eck, Lorachelle-AMH Tour 02/03/2023	150.65
2/14/2023	24002	No	Energage LLC	10		Energage Insights Consulting	3,000.00
2/14/2023	24003	No	Enterprise FM Trust	10		Monthly Leasing 02/01-02/28/2023	5,058.03
2/14/2023	24004	No	Ford & Harrison LLP	10		Legal Counsel re:Employee Handbook Updates 01/05-01/11/2023 6.2 hrs	2,852.00
2/14/2023	24005	No	Gateway Occupational Health	10		Pre-employment Drug Screen-EDW-Web/IT Admin & Sorter	100.00
2/14/2023		No	Gateway Occupational Health	10		Pre-employment Fit for Duty Exam - EDW-Sorter	58.00
2/14/2023	24006	No	Leah Gregory	10		Mileage Reimb-Gregory, Leah-Site Visit East Alton/WR HS 01/24/2023	4.52
2/14/2023		No	Leah Gregory	10		Mileage Reimb-Gregory, Leah-Site Visit Roxana HS 01/31/2023	4.58
2/14/2023	24007	No	i3 Broadband - CU	10		CHA:Internet 02/01-02/28/2023	11.67
2/14/2023		No	i3 Broadband - CU	27		CHA:Internet 02/01-02/28/2023	11.66
2/14/2023		No	i3 Broadband - CU	85		CHA:Internet 02/01-02/28/2023	11.66
2/14/2023	24008	No	Illinois American Water	10		CHA:Water 12/28/2022-01/23/2023	40.45
2/14/2023	24009	No	Illini Janitorial	10		CHA:Janitorial Srvcs January 2023	525.00
2/14/2023	24010	No	John's Custom Lawn Care LLC	10		EDW:Salt Parking Lot 01/30-01/31/2023	357.50
2/14/2023		No	John's Custom Lawn Care LLC	10		EDW:Salt Parking Lot 01/30/2023	509.20
2/14/2023		No	John's Custom Lawn Care LLC	10		EDW:Snow Removal & Salt Parking Lot 01/25/2023	350.00
2/14/2023	24011	No	Midwest Turf Management Inc	10		EDW:Weed Control & Fertilizer - Spring, Summer & Fall Application	311.60
2/14/2023	24012	No	Mountain Valley Water of Carbondale	10		CAR:5 Gallon Purified Water Bottle (2)	15.00
2/14/2023	24013	No	Nextgen Solutions	10		CAR:Usage Chrg 01/01-01/31/2023	21.36
2/14/2023	24014	No	Ron And Sons Auto	10		U35061 - Deductible on Insurance Claim #CA0019617857	500.00
2/14/2023	24015	No	S & G Custom Mowing	10		CHA:Snow Removal & Salt Parking Lot 12/26/2022 & 01/25/2023	660.00
2/14/2023	24016	No	Shred-it USA	10		EDW:Shredding 01/25/2023	72.65

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Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Description	Transaction Amount
				Code			
2/14/2023	24017	No	SIUC Research Park Inc	10		CAR:Office Leasing, Electric & Lighting Srvc & Fiber Internet	7,615.74
2/14/2023		No	SIUC Research Park Inc	85		CAR:Office Leasing, Electric & Lighting Srvc & Fiber Internet	10.00
2/14/2023	24018	No	Speed Lube # 11	10		U35100 - Change Oil/Filter	73.45
2/14/2023	24019	No	Speed Lube # 14	10		U32274 - Change Oil/Filter & Replace Wiper Blades	121.85
2/14/2023		No	Speed Lube # 14	10		U32276 - Change Oil/Filter & Add Coolant	81.45
2/14/2023		No	Speed Lube # 14	10		U35767 - Change Oil/Filter	75.95
2/14/2023	24020	No	Cassandra Thompson	85		Mileage Reimb-Thompson, Cassie-Trvl to Medium Pubs Networking Mtg 01/31/23	39.54
2/14/2023		No	Cassandra Thompson	85		Mileage Reimb-Thompson, Cassie-Trvl to Small Pubs Networking Mtg 02/07/23	78.24
2/14/2023	24021	No	Tire Choice #390	10		U30423 - Replace TPMS Sensor & Wiper Blades	138.55
2/14/2023	24022	No	Verizon	10		GPS Tracking & Roadside Assistance (22 Units) 01/01-01/31/2023	416.90
2/14/2023	24023	No	Verizon Wireless	10		Cellphone Srvc, MIFI, Router & After Hrs Line 12/24/2022-01/23/2023	577.84
2/14/2023		No	Verizon Wireless	32		Cellphone Srvc, MIFI, Router & After Hrs Line 12/24/2022-01/23/2023	8.34
2/14/2023		No	Verizon Wireless	85		Cellphone Srvc, MIFI, Router & After Hrs Line 12/24/2022-01/23/2023	331.02
2/14/2023	24024	No	Sandra West	10		Mileage Reimb-West, Sandra-AMH Tour 02/03/2023	94.32
2/14/2023	24025	No	Xerox Financial Services	10		Base & Usage Chrg 12/30/2022-01/29/2023	250.71
2/14/2023		No	Xerox Financial Services	27		Base & Usage Chrg 12/30/2022-01/29/2023	122.89
2/14/2023		No	Xerox Financial Services	32		Base & Usage Chrg 12/30/2022-01/29/2023	216.58
2/14/2023		No	Xerox Financial Services	85		Base & Usage Chrg 12/30/2022-01/29/2023	122.87
2/14/2023	24026	No	Xerox Financial Services	10		CAR:Base Chrg February 2023	120.40
2/14/2023		No	Xerox Financial Services	85		CAR:Base Chrg February 2023	85.28
2/17/2023	ACHIL20230217	No	Illinois Department of Revenue	10		IL Payroll Tax Deposit - PD 02/17/2023	3,839.42
2/17/2023		No	Illinois Department of Revenue	27		IL Payroll Tax Deposit - PD 02/17/2023	824.29
2/17/2023		No	Illinois Department of Revenue	31		IL Payroll Tax Deposit - PD 02/17/2023	147.18
2/17/2023		No	Illinois Department of Revenue	32		IL Payroll Tax Deposit - PD 02/17/2023	189.30
2/17/2023		No	Illinois Department of Revenue	85		IL Payroll Tax Deposit - PD 02/17/2023	1,613.73
2/17/2023	ACHIRS20230217	No	Department of the Treasury	10		IRS Payroll Tax Deposit-PD 02/17/2023	19,550.71
2/17/2023		No	Department of the Treasury	27		IRS Payroll Tax Deposit-PD 02/17/2023	4,003.93
2/17/2023		No	Department of the Treasury	31		IRS Payroll Tax Deposit-PD 02/17/2023	682.32
2/17/2023		No	Department of the Treasury	32		IRS Payroll Tax Deposit-PD 02/17/2023	998.55
2/17/2023		No	Department of the Treasury	85		IRS Payroll Tax Deposit-PD 02/17/2023	8,252.41
2/24/2023	ACHIMRFFeb2023	No	Illinois Municipal Retirement Fund	10		February 2023 IMRF Payment	8,011.16
2/24/2023		No	Illinois Municipal Retirement Fund	27		February 2023 IMRF Payment	2,039.22
2/24/2023		No	Illinois Municipal Retirement Fund	31		February 2023 IMRF Payment	352.82
2/24/2023		No	Illinois Municipal Retirement Fund	32		February 2023 IMRF Payment	829.59
2/24/2023		No	Illinois Municipal Retirement Fund	85		February 2023 IMRF Payment	4,483.31
2/28/2023	24027	No	Ameren Illinois	10		CHA:Electric & Lighting Srvc 01/18-02/16/2023	700.93
2/28/2023	24028	No	AT&T	10		EDW:Internet 02/10-03/09/2023	210.15
2/28/2023		No	AT&T	27		EDW:Internet 02/10-03/09/2023	90.07
2/28/2023		No	AT&T	32		EDW:Internet 02/10-03/09/2023	90.07
2/28/2023		No	AT&T	85		EDW:Internet 02/10-03/09/2023	210.16
2/28/2023	24029	No	Jennifer Baugh	85		Mileage Reimb-Baugh, Jennifer-Trvl to Freeburg HS for Site Setup 02/16/2023	15.08
2/28/2023	24030	No	Health Care Service Corporation	10		Health Ins 03/01-03/31/2023	22,188.51
2/28/2023		No	Health Care Service Corporation	27		Health Ins 03/01-03/31/2023	6,979.81
2/28/2023		No	Health Care Service Corporation	31		Health Ins 03/01-03/31/2023	447.19
2/28/2023		No	Health Care Service Corporation	32		Health Ins 03/01-03/31/2023	1,538.11
2/28/2023		No	Health Care Service Corporation	85		Health Ins 03/01-03/31/2023	13,665.95
2/28/2023	24031	No	DP Supply Inc	10		CHA:Paper Towels, Bath Tissue & Hand Soap	297.61
2/28/2023	24032	No	Deaconess IL Specialty Clinic -	10		Pre-employment Drug Screen & Fit for Duty Exam-CAR-Courier	115.00
2/28/2023	24033	No	Dobbs Tire & Auto Centers	10		U32517 - Change Oil/Filter & Tire Rotation	96.55
2/28/2023		No	Dobbs Tire & Auto Centers	10		U35059 - Change Oil/Filter & Tire Rotation	81.33
2/28/2023		No	Dobbs Tire & Auto Centers	10		U35060 - Change Oil/Filter & Tire Rotation	86.33
2/28/2023	24034	No	Edwardsville Plumbing & Heating Inc	10		EDW:Srvc Call for Upstairs Water Heater/Reset of WRR Wall Hung Water Closet	537.74
2/28/2023	24035	No	Leanne Furby	31		Reimb for Working Lunch-5 Staff	115.56
2/28/2023	24036	No	Guardian	10		Dental, AD&D, Life & Vision Ins 03/01-03/31/2023	3,959.48
2/28/2023		No	Guardian	27		Dental, AD&D, Life & Vision Ins 03/01-03/31/2023	458.77
2/28/2023		No	Guardian	31		Dental, AD&D, Life & Vision Ins 03/01-03/31/2023	171.21
2/28/2023		No	Guardian	32		Dental, AD&D, Life & Vision Ins 03/01-03/31/2023	123.43

**Illinois Heartland Library System**  
 Disbursement Summary Report  
 From 02/01/2023 Through 02/28/2023

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
2/28/2023		No	Guardian	85	Dental, AD&D, Life & Vision Ins 03/01-03/31/2023	1,245.23
2/28/2023	24037	No	Heyl Royster	10	Legal Counsel re:Accident Claims 01/05/2023	300.00
2/28/2023	24038	No	Illinois American Water	10	CHA:Water 01/27-02/23/2023	40.69
2/28/2023	24039	No	Jack Schmitt Ford	10	U31660 - Change Oil/Filter	143.07
2/28/2023	24040	No	NCPERS Group Life Ins	10	Supp Life Ins 03/01-03/31/2023	148.00
2/28/2023		No	NCPERS Group Life Ins	27	Supp Life Ins 03/01-03/31/2023	32.00
2/28/2023		No	NCPERS Group Life Ins	31	Supp Life Ins 03/01-03/31/2023	20.00
2/28/2023		No	NCPERS Group Life Ins	32	Supp Life Ins 03/01-03/31/2023	24.00
2/28/2023		No	NCPERS Group Life Ins	85	Supp Life Ins 03/01-03/31/2023	112.00
2/28/2023	24041	No	Republic Services # 729	10	CHA:Trash & Recycling Srvc 03/01-03/31/2023	198.73
2/28/2023	24042	No	Republic Services # 350	10	EDW:Trash & Recycling Removal 03/01-03/31/2023	241.42
2/28/2023	24043	No	Kathryn Roberts	27	ALA Conf:Reimb for Trainfare-Roberts, Katie	26.00
2/28/2023	24044	No	Ron And Sons Auto	10	U33021 - Deductible on Insurance Claim #CA0019652159	500.00
2/28/2023	24045	No	Speed Lube # 14	10	U33167 - Change Oil/Filter	75.95
2/28/2023		No	Speed Lube # 14	10	U35062 - Change Oil/Filter	149.40
2/28/2023	24046	No	Uline	10	CHA:Zip Ties (6)	226.17
2/28/2023	24047	No	Verizon Wireless	10	Cellphone Srvc, MIFI, Router & After Hrs Line 01/24-02/23/2023	647.20
2/28/2023		No	Verizon Wireless	32	Cellphone Srvc, MIFI, Router & After Hrs Line 01/24-02/23/2023	8.34
2/28/2023		No	Verizon Wireless	85	Cellphone Srvc, MIFI, Router & After Hrs Line 01/24-02/23/2023	344.50
2/28/2023	24048	No	Wex Bank	10	Fuel Charges 1/23-02/22/2023	18,276.44
2/28/2023		No	Wex Bank	85	Fuel Charges 1/23-02/22/2023	72.59
2/28/2023	24049	No	Lesley Zavediuk	10	Grant Services February 2023	<u>2,900.00</u>

**Total Disbursed**

**239,103.89**

**Non-routine Bill Payments Explanations**

- A-** Fees for presenting at the FY2023 IHLS Staff Day.
- B-** Purchase of eBooks from 01/01-01/31/23 & eBooks purchases to be reimbursed by participating libraries.
- C-** Annual premium for the Treasurers Bond for 01/24/2023-01/23/2024.
- D-** Fees for employee engagement survey and consulting services.

**Illinois Heartland Library System**  
 Credit Card Transactions  
 From 01/04/2023 Through 02/01/2023

Credit Card						Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
2/1/2023	4695 2640-Petty Linda	1/4/2023	FINISH LINE	U18520 - Car Wash 01/2023	17.99	10	5210	04	10
2/1/2023	4695 2640-Petty Linda	1/7/2023	FINISH LINE	U33806 - Van Wash 01/2023	17.99	10	5210	04	20
2/1/2023	4695 2640-Petty Linda	1/16/2023	FINISH LINE	U33023 - Van Wash 01/2023	17.99	10	5210	04	22
2/1/2023	4695 2640-Petty Linda	1/18/2023	FINISH LINE	U33056 - Van Wash 01/2023	17.99	10	5210	04	20
2/1/2023	4695 2640-Petty Linda	1/30/2023	FINISH LINE	U25399 - Van Wash 01/2023	17.99	10	5210	04	10
2/1/2023	4695 2640-Petty Linda	1/30/2023	FINISH LINE	U33021 - Van Wash 01/2023	17.99	10	5210	04	20
2/1/2023	4695 2640-Petty Linda	1/30/2023	FINISH LINE	U33022 - Van Wash 01/2023	<u>17.99</u>	10	5210	04	20
	Total 4695 2640-Petty Linda				125.93				
2/1/2023	5003 0265-Scoby Barbera	1/20/2023	MUSIC OCLC USERS GROUP	MOUG Annual Mtg:Registration-Scoby, Barbera 01/023	<u>15.00</u>	27	5290	01	27
	Total 5003 0265-Scoby Barbera				15.00				
2/1/2023	5645 2424-Bushong Stacie L	1/12/2023	PANERA	Leadership Team Mtg-Lunch-6 Staff 01/2023	79.49	10	5290	01	10
2/1/2023	5645 2424-Bushong Stacie L	1/24/2023	DIERBERGS	Advocacy & Networking-CARLI Gift Basket 01/2023	4.00	10	5330	01	10
2/1/2023	5645 2424-Bushong Stacie L	1/24/2023	ROSS	Advocacy & Networking-CARLI Gift Basket 01/2023	22.39	10	5330	01	10
2/1/2023	5645 2424-Bushong Stacie L	1/24/2023	TJ MAXX	Advocacy & Networking-CARLI Gift Basket 01/2023	<u>9.72</u>	10	5330	01	10
	Total 5645 2424-Bushong Stacie L				115.60				
2/1/2023	5650 4231-Hogan Downey Carol	44957	USPS	EDW:Postage 01/2023	<u>9.65</u>	10	5370	01	10
	Total 5650 4231-Hogan Downey Carol				9.65				
2/1/2023	5912 4772-Brown Troy M	44565	DREAMHOST	Domain Name - Fairview Heights Library 01/2023	17.99	10	5840	01	10
2/1/2023	5912 4772-Brown Troy M	44567	AMAZON	EDW:Toner Cartridge 01/2023	247.89	85	5360	01	85
2/1/2023	5912 4772-Brown Troy M	44929	1PASSWORD	1Password Password Manager Annual Renewal 01/2023	487.10	10	5550	01	10
2/1/2023	5912 4772-Brown Troy M	44929	SERGIOS	Working Lunch - Troy & Casey 01/2023	17.72	10	5290	01	10
2/1/2023	5912 4772-Brown Troy M	44930	FREESCOUT	Helpdesk Software Add-On Modules 01/2023	42.46	10	5550	01	10
2/1/2023	5912 4772-Brown Troy M	44930	MICROSOFT	Teams Phone Lines (18) 01/2023	265.00	10	5400	01	10
2/1/2023	5912 4772-Brown Troy M	44930	MICROSOFT	Teams Phone Lines (9) 01/2023	144.00	27	5400	01	27
2/1/2023	5912 4772-Brown Troy M	44930	MICROSOFT	Teams Phone Lines (2) 01/2023	32.00	31	5400	01	31
2/1/2023	5912 4772-Brown Troy M	44930	MICROSOFT	Teams Phone Lines (4) 01/2023	64.00	32	5400	01	32
2/1/2023	5912 4772-Brown Troy M	44930	MICROSOFT	Teams Phone Lines (17) 01/2023	272.00	85	5400	01	85
2/1/2023	5912 4772-Brown Troy M	44932	AMAZON	EDW:Refund Replacement Toner 01/2023	(228.89)	85	5360	01	85
2/1/2023	5912 4772-Brown Troy M	44935	SURVEY MONKEY	Survey Monkey Annual Subscription 01/2023	3,215.34	31	5550	01	31
2/1/2023	5912 4772-Brown Troy M	44936	DREAMHOST	Domain Name - Germantown PL 01/2023	17.99	10	5840	01	10
2/1/2023	5912 4772-Brown Troy M	44936	DREAMHOST	Domain Name - Litchfield PL 01/2023	17.99	10	5840	01	10
2/1/2023	5912 4772-Brown Troy M	44938	ADOBE CREATIVE CLOUD	Adobe Creative Cloud Subscription 01/2023	382.37	10	5550	01	10
2/1/2023	5912 4772-Brown Troy M	44939	DREAMHOST	Domain Name - Staunton PL 01/2023	17.99	10	5840	01	10
2/1/2023	5912 4772-Brown Troy M	44939	FREESCOUT	Helpdesk Software Modules 01/2023	27.61	85	5550	01	85
2/1/2023	5912 4772-Brown Troy M	44940	DREAMHOST	Domain Name - Fairview Heights PL 01/2023	17.99	10	5840	01	10

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 From 01/04/2023 Through 02/01/2023

Credit Card						Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
2/1/2023	5912 4772-Brown Troy M	44940	DREAMHOST	Domain Name - Grand Prairie Library 01/2023	17.99	10	5840	01	10
2/1/2023	5912 4772-Brown Troy M	44940	DREAMHOST	Domain Name - Greenville PL 01/2023	17.99	10	5840	01	10
2/1/2023	5912 4772-Brown Troy M	44942	AMAZON	EDW:Docking Station Dual Monitor (2) 01/2023	175.98	10	5360	01	10
2/1/2023	5912 4772-Brown Troy M	44942	AMAZON	EDW:USB Docking Station Triple Display 01/2023	58.36	10	5360	01	10
2/1/2023	5912 4772-Brown Troy M	44943	POSITIVESSL	Positive SSL DV Wildcard 01/2023	124.50	10	5580	01	10
2/1/2023	5912 4772-Brown Troy M	44943	POSITIVESSL	Positive SSL DV Wildcard 01/2023	124.50	85	5580	01	85
2/1/2023	5912 4772-Brown Troy M	44944	DREAMHOST	Domain Name - Dupo Library 01/2023	17.99	10	5840	01	10
2/1/2023	5912 4772-Brown Troy M	44944	DREAMHOST	Domain Name - Nokomis PL 01/2023	17.99	10	5840	01	10
2/1/2023	5912 4772-Brown Troy M	44945	SURVEY MONKEY	Survey Monkey Additional Seat 01/2023	875.34	10	5580	01	10
2/1/2023	5912 4772-Brown Troy M	44949	AMAZON	EDW:Power Adapter for Laptop 01/2023	36.09	10	5260	01	10
2/1/2023	5912 4772-Brown Troy M	44952	TELCO BILL CENTER	EDW:Elevator & Fax Lines 01/2023	6.51	10	5400	01	10
2/1/2023	5912 4772-Brown Troy M	44952	TELCO BILL CENTER	EDW:Fax Lines 01/2023	8.34	32	5400	01	32
2/1/2023	5912 4772-Brown Troy M	44952	TELCO BILL CENTER	EDW:Elevator & Fax Lines 01/2023	6.51	85	5400	01	85
2/1/2023	5912 4772-Brown Troy M	44953	APPLE.COM	EDW:Dell Laptop 01/2023	<u>3,413.00</u>	10	5360	01	10
Total 5912 4772-Brown Troy M					9,959.64				
2/1/2023	6067 4476-Thompson Cassandra	44945	ILA	ILA Membership Dues - Thompson, Cassie 01/2023	200.00	85	5700	01	85
2/1/2023	6067 4476-Thompson Cassandra	44951	IDEA	IDEAcon Registration Exhibit 01/2023	<u>150.00</u>	85	5290	01	85
Total 6067 4476-Thompson Cassandra					350.00				
2/1/2023	6354 1516-Kates Linda	44932	GLOBAL INDUSTRIAL	CHA:Platform Aluminum Truck (4) 01/2023	915.80	10	5385	02	22
2/1/2023	6354 1516-Kates Linda	44937	SAMS CLUB	CHA:Lens Wipes (2) 01/2023	19.76	10	5385	02	20
2/1/2023	6354 1516-Kates Linda	44946	SAMS CLUB	CHA:Paper Towels & Kleenex 01/2023	89.92	10	5190	02	10
2/1/2023	6354 1516-Kates Linda	44946	SAMS CLUB	CHA:Band-aids & Plastic Cups 01/2023	<u>30.76</u>	10	5390	02	10
Total 6354 1516-Kates Linda					1,056.24				
2/1/2023	6359 8292-Greve Penrod Shandi	44939	USPS	EDW:Postage 01/2023	3.95	85	5370	01	85
2/1/2023	6359 8292-Greve Penrod Shandi	44940	MDMC	MDMC Conf:Registration-Shandi & Carol 01/2023	418.00	10	5290	01	10
2/1/2023	6359 8292-Greve Penrod Shandi	44943	NONPROFIT MARKETER	Moving Towards Intersectionality:Registration-Shandi & Carol 01/2023	20.00	10	5290	01	10
2/1/2023	6359 8292-Greve Penrod Shandi	44944	CURATOR GROUP	Refund Curator Subscription (1 Month) 12/2022	(59.00)	10	5330	01	10
2/1/2023	6359 8292-Greve Penrod Shandi	44948	AIRTABLE.COM	Airtable Workspace Subscription 01/2023	348.00	10	5550	01	10
2/1/2023	6359 8292-Greve Penrod Shandi	44949	SIGNAZON	Vehicle Graphics - 2 Decals 01/2023	165.72	10	5330	01	10
2/1/2023	6359 8292-Greve Penrod Shandi	44953	MINUTEMAN PRESS	Promotional Printing:Thank You Cards (500) 01/2023	172.69	10	5330	01	10
2/1/2023	6359 8292-Greve Penrod Shandi	44957	SIGNAZON	Vehicle Graphics - Decal 01/2023	<u>58.93</u>	10	5330	01	10
Total 6359 8292-Greve Penrod Shandi					1,128.29				
2/1/2023	6366 3690-Thomas Pamela	44938	ANCESTRY.COM	Ancestry.com Subscription 01/2023	<u>119.00</u>	27	5550	01	27
Total 6366 3690-Thomas Pamela					119.00				

**Illinois Heartland Library System**  
 Credit Card Transactions  
 From 01/04/2023 Through 02/01/2023

Credit Card						Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
2/1/2023	6613 2453-Bednar Leslie M	44945	SAMS CLUB	EDW:Paper Towels, Bath Tissue & Hand Soap 01/2023	135.28	10	5190	01	10
2/1/2023	6613 2453-Bednar Leslie M	44946	AATRIX	Electronic Filing, Printing & Mailing 1099-Misc & 1096 01/2023	24.95	10	5510	01	10
2/1/2023	6613 2453-Bednar Leslie M	44946	AATRIX	Electronic Filing, Printing & Mailing 1099-NEC & 1096 01/2023	26.52	10	5510	01	10
2/1/2023	6613 2453-Bednar Leslie M	44946	AATRIX	Electronic Filing, Printing & Mailing 2022 1095 & 1094 01/2023	138.72	10	5510	01	10
2/1/2023	6613 2453-Bednar Leslie M	44946	AATRIX	Electronic Filing, Printing & Mailing 2022 W2 & W3 01/2023	252.96	10	5510	01	10
2/1/2023	6613 2453-Bednar Leslie M	44951	AMAZON	CAR:Hand Sanitizer (2) 01/2023	34.42	10	5390	04	10
2/1/2023	6613 2453-Bednar Leslie M	44952	OBED & ISAACS	Meeting Hospitality - 3 Staff & 2 Guests 01/2023	<u>119.19</u>	10	5290	01	10
	Total 6613 2453-Bednar Leslie M				732.04				
2/1/2023	6773 3101-Taylor Sarah	44930	AMERICAN CLEANERS	EDW:Dry Clean Shirts 01/2023	9.30	10	5385	01	20
2/1/2023	6773 3101-Taylor Sarah	44937	WALMART	EDW:Swiffer Dusters 01/2023	19.88	10	5190	01	10
2/1/2023	6773 3101-Taylor Sarah	44937	WALMART	EDW:Coffee 01/2023	19.24	10	5390	01	10
2/1/2023	6773 3101-Taylor Sarah	44943	AMAZON	Member Day - Survey Participant Gift 01/2023	25.00	10	5315	01	10
2/1/2023	6773 3101-Taylor Sarah	44943	WALMART	EDW:Washer Fluid (6) 01/2023	21.96	10	5210	01	20
2/1/2023	6773 3101-Taylor Sarah	44943	WALMART	EDW:DEF for Box Truck (4) 01/2023	<u>43.68</u>	10	5210	01	22
	Total 6773 3101-Taylor Sarah				139.06				
2/1/2023	6792 9931-Trevino Jill	44945	EDISONS	Staff Day - Venue Rental 01/2023	500.00	10	5058	01	10
2/1/2023	6792 9931-Trevino Jill	44946	DELTA AIR	SHRM Conf:Airfare-Trevino, Jill 01/2023	244.20	10	5275	01	10
2/1/2023	6792 9931-Trevino Jill	44946	FRONTIER AIR	SHRM Conf:Airfare-Trevino, Jill 01/2023	152.28	10	5275	01	10
2/1/2023	6792 9931-Trevino Jill	44947	EXPEDIA	SHRM Conf:Lodging-Trevino, Jill 01/2023	<u>1,132.97</u>	10	5285	01	10
	Total 6792 9931-Trevino Jill				2,029.45				
2/1/2023	6820 4888-Parr Casey	44930	FOXS TOWING	U33021 - Towing 01/2023	618.00	10	5210	04	20
2/1/2023	6820 4888-Parr Casey	44932	FINISH LINE	U35061 - Van Wash 01/2023	17.99	10	5210	04	20
2/1/2023	6820 4888-Parr Casey	44949	WALMART	U29923 - Wiper Blades 01/2023	19.94	10	5210	04	20
2/1/2023	6820 4888-Parr Casey	44950	TODAYS TECH	U33022 - Change Oil/Filter & Replace Wiper Blades 01/2023	77.41	10	5210	04	20
2/1/2023	6820 4888-Parr Casey	44952	TODAYS TECH	U29923 - Change Oil/Filter, Tire Rotation & Lube Door Tracks 01/2023	205.93	10	5210	04	20
2/1/2023	6820 4888-Parr Casey	44956	RAINEDOUT	Rained Out Text Alert System 01/2023	10.00	10	5400	04	10
2/1/2023	6820 4888-Parr Casey	44956	RAINEDOUT	Rained Out Text Alert System 01/2023	<u>10.00</u>	10	5400	04	10
	Total 6820 4888-Parr Casey				959.27				
2/1/2023	6980 5857-Baugh Jennifer	44931	SAMS CLUB	EDW:Dry Erase Markers 01/2023	<u>9.68</u>	85	5365	01	85
	Total 6980 5857-Baugh Jennifer				9.68				
2/1/2023	7040 7743-Beasley Danielle	44949	USPS	EDW:Postage 01/2023	<u>4.13</u>	85	5370	01	85
	Total 7040 7743-Beasley Danielle				4.13				
2/1/2023	7825 3576-Furby Leanne	44951	PANERA	Working Lunch - 5 Staff 01/2023	<u>104.77</u>	10	5290	01	10
	Total 7825 3576-Furby Leanne				104.77				

**Illinois Heartland Library System**  
 Credit Card Transactions  
 From 01/04/2023 Through 02/01/2023

Credit Card							Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code	
2/1/2023	8961 4023-Cook Jace	44945	IDEACON	IDEA Conf:Registration-Gregory, Leah 01/2023	199.00	10	5290	01	10	
2/1/2023	8961 4023-Cook Jace	44945	IDEACON	IDEA Conf:Registration-Porter, Dena 01/2023	199.00	85	5290	01	85	
2/1/2023	8961 4023-Cook Jace	44945	IDEACON	IDEA Conf:Registration-Thompson, Cassie 01/2023	199.00	85	5290	01	85	
2/1/2023	8961 4023-Cook Jace	44945	USPS	EDW:Postage 01/2023	<u>20.88</u>	85	5370	01	85	
Total 8961 4023-Cook Jace					617.88					

**Report Transaction Totals**

**17,475.63**

**Non-routine Credit Card Transactions Explanations**

*Brown, Troy M - Annual software fee for password tracking and storing.*

*Annual subscription renewal of Survey Monkey Team Advantage plan for the Library Trustee Training grant and an additional seat for the General Fund.*

*Adobe Cloud annual renewal is used for images and graphics in communication and marketing material.*

*Purchase of replacement laptop for staff.*

*Thompson, Cassandra - Illinois Library Association (ILA) membership fee for Cassandra Thompson.*

*Registration for Illinois Digital Educators Alliance Conference (IDEAcon) exhibits for Cassandra Thompson.*

*Greve Penrod, Shandi - Registration for Midwest Digital Marketing (MDMC) conference for Shandi Greve Penrod & Carol Hogan Downey.*

*Registration for Nonprofit Marketers Network "Moving Towards Intersectionality with Communications and Visual Imagery" online seminar for Shandi Greve Penrod & Carol Hogan Downey.*

*Airtable Workspace subscription is used for marketing planning.*

*Promotional printing of (500) Thank You cards for IHLS use to send out as needed.*

*Thomas, Pamela - Annual subscription of Ancestry.com for CMC catalogers.*

*Trevino, Jill - Rental deposit of The Outlet event center for IHLS Staff Day.*

*Cook, Jace - Registration for IDEAcon conference for Leah Gregory, Dena Porter, and Cassandra Thompson.*