

Illinois Heartland Library System
 Disbursement Summary Report
 From 04/01/2023 Through 04/30/2023

Attachment 4.1

Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Description	Transaction Amount	
				Code	Transaction Description			
4/3/2023	24115	No	Busey Bank	66		Open CD at Busey Bank	0.00	A
4/13/2023	24116	No	AAIM EA Training and Consulting LLC	10		Pre-employment Background Check-CHA-Sorter	38.80	
4/13/2023	24117	No	ABC Heating & Air Conditioning Inc	10		CHA:Replace Drain Pan on HVAC 4 Ton Unit	1,060.00	
4/13/2023	24118	No	Ameren Illinois	10		CHA:Gas 03/01-04/01/2023	181.58	
4/13/2023	24119	No	Ameren Illinois	10		EDW:Gas 03/01-04/01/2023	164.33	
4/13/2023	24120	No	Ameren Illinois	10		EDW:Electric & Lighting Srvcs 03/01-04/01/2023	899.02	
4/13/2023	24121	No	American Pest Control	10		CHA:Monthly Extermination 04/07/2023	35.00	
4/13/2023	24122	No	The Auto Body Shop Inc	10		U31660 - Repair for Auto Claim #CA0019445845-01	4,516.06	
4/13/2023		No	The Auto Body Shop Inc	10		U32277 - Adjust Side Door Hinges, Striker & Inspect Sensor	140.00	
4/13/2023	24123	No	Jennifer Baugh	85		Mileage Reimb-Baugh, Jennifer-Trvl to CHA Supervisor's Mtg	214.19	
4/13/2023	24124	No	Beaumont Tire & Auto Repair	10		U32274 - Change Oil/Filter, Tire Rotation, Replace Rotors & Brakes	902.30	
4/13/2023	24125	No	Bibliotheca LLC	85		eBooks Subscription Purchases 03/01-03/31/2023	16,602.04	B
4/13/2023	24126	No	BJ's Printables Inc	10		CAR:Delivery Shirts (5)	133.00	
4/13/2023	24127	No	Buildingstars Operations Inc	10		EDW:Janitorial Srvcs April 2023	670.00	
4/13/2023	24128	No	Busey	10		Busey Credit Card Stmt Ending 4/3/2023	9,996.39	
4/13/2023		No	Busey	27		Busey Credit Card Stmt Ending 4/3/2023	1,138.61	
4/13/2023		No	Busey	31		Busey Credit Card Stmt Ending 4/3/2023	1,128.16	
4/13/2023		No	Busey	32		Busey Credit Card Stmt Ending 4/3/2023	713.79	
4/13/2023		No	Busey	85		Busey Credit Card Stmt Ending 4/3/2023	6,161.52	
4/13/2023	24129	No	City of Edwardsville	10		EDW:Water & Sewer 01/09-03/10/2023	173.15	
4/13/2023	24130	No	CMC Electric Inc	10		EDW:Installed Ballast Bypass & Replaced Bulbs	160.00	
4/13/2023	24131	No	Color-Art Integrated Interiors LLC	10		EDW:Moving Office Furniture, CAD Drawings & First Floor Furniture	1,504.80	C
4/13/2023		No	Color-Art Integrated Interiors LLC	85		EDW:Moving Office Furniture, CAD Drawings & First Floor Furniture	4,521.83	
4/13/2023	24132	No	Constellation NewEnergy - Gas Division	10		Gas Supply 03/01-03/31/2023	464.98	
4/13/2023	24133	No	Mary Cordes	10		Mileage Reimb-Cordes, Mary-Trvl to AMH Tour St Louis 02/03/2023	38.65	
4/13/2023	24134	No	Enterprise FM Trust	10		Monthly Leasing 04/01-04/30/2023	4,856.28	
4/13/2023	24135	No	Ford & Harrison LLP	10		Legal Counsel re:Paid Leave Law 03/02-03/17/2023 (.7hrs)	322.00	
4/13/2023	24136	No	GCS Credit Union	66		Open CD at GCS Credit Union	238,005.00	D
4/13/2023	24137	No	Leah Gregory	10		Mileage Reimb-Gregory, Leah-Trvl to CHA for Leadership Trng 03/31/2023	214.71	
4/13/2023	24138	No	Heyl Royster	10		Legal Counsel re:Public Act 102-1088 03/16/2023	100.00	
4/13/2023	24139	No	i3 Broadband - CU	10		CHA:Internet 04/01-04/30/2023	11.67	
4/13/2023		No	i3 Broadband - CU	27		CHA:Internet 04/01-04/30/2023	11.66	
4/13/2023		No	i3 Broadband - CU	85		CHA:Internet 04/01-04/30/2023	11.66	
4/13/2023	24140	No	Illinois American Water	10		CHA:Water 02/24-03/23/2023	40.69	
4/13/2023	24141	No	Illinois Library Association	10		Reaching Forward South Conf:Registration-2 Staff	144.00	E
4/13/2023		No	Illinois Library Association	10		Reaching Forward South:Registration-McDonnell, Linda	72.00	
4/13/2023	24142	No	Illini Janitorial	10		CHA:Janitorial Srvcs March 2023	525.00	
4/13/2023	24143	No	Secretary of State	27		FY23 Unused Grant Funds Due to ISL - Project 23-1002-CMC	22,303.00	F
4/13/2023	24144	No	Imel Pest Control Inc	10		EDW:Pest Control 03/31/2023	125.00	
4/13/2023	24145	No	Jensen Information Technologies Inc	85		Microsoft Windows Server Datacenter Edition License & Software	4,938.24	G
4/13/2023	24146	No	John's Custom Lawn Care LLC	10		EDW:FY23 Maintenance Contract for Lawn Care & Landscaping	299.32	
4/13/2023	24147	No	Marketview Car Wash	10		U32276, U35100, U35767 - Van Washes	30.00	
4/13/2023	24148	No	MCMHB	37		SWAYS Youth Mental Health Training	209.00	H
4/13/2023	24149	No	Midwest Automotive & Diesel	10		U35065 - Change Oil/Filter	79.50	
4/13/2023	24150	No	MOBIUS	85		ICOLC Spring 2023 Meeting Donation	750.00	I
4/13/2023	24151	No	Mountain Valley Water of Carbondale	10		CAR:5 Gallon Purified Water Bottle (1)	7.75	
4/13/2023	24152	No	Nextgen Solutions	10		CAR:Usage Chrg 03/01-03/31/2023	79.46	
4/13/2023		No	Nextgen Solutions	85		CAR:Usage Chrg 03/01-03/31/2023	69.75	
4/13/2023	24153	No	Northbrook Public Library	10		Sponsorship:Illinois Libraries Present	2,500.00	J
4/13/2023	24154	No	Safelite Fulfillment Inc	10		U35100 - Windshield Repair	85.00	
4/13/2023	24155	No	SIUC Research Park Inc	10		CAR:Office Leasing, Electric & Lighting Srvcs & Fiber Internet	7,678.15	
4/13/2023		No	SIUC Research Park Inc	85		CAR:Office Leasing, Electric & Lighting Srvcs & Fiber Internet	10.00	
4/13/2023	24156	No	Speed Lube # 11	10		U35100 - Change Oil/Filter	75.95	
4/13/2023	24157	No	Speed Lube # 14	10		U35767 - Change Oil/Filter	75.95	
4/13/2023	24158	No	Spring Green Lawn Care	10		CHA:Lawn Fertilization	319.08	
4/13/2023	24159	No	Jill Trevino	10		Mileage Reimb-Trevino, Jill-Trvl to CHA for Interviews/Trng 03/13-03/14/23	226.63	
4/13/2023	24160	No	Urbana & Champaign Sanitary District	10		CHA:Sewer 12/27/2022-02/23/2023	108.51	
4/13/2023	24161	No	Verizon	10		GPS Tracking & Roadside Assistance (22 Units) 03/01-03/31/2023	416.90	
4/13/2023	24162	No	WSIU Public Broadcasting	10		Sponsorship:PBS 24/7 Kids - Quarterly Installment 04/12/2023-07/11/2023	390.00	

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Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Description	Transaction Amount
				Code			
4/13/2023	24163	No	Xerox Financial Services	10		Base & Usage Chrg 02/28-03/29/2023	276.90
4/13/2023		No	Xerox Financial Services	27		Base & Usage Chrg 02/28-03/29/2023	131.35
4/13/2023		No	Xerox Financial Services	32		Base & Usage Chrg 02/28-03/29/2023	281.43
4/13/2023		No	Xerox Financial Services	85		Base & Usage Chrg 02/28-03/29/2023	131.34
4/13/2023	24164	No	Xerox Financial Services	10		CAR:Base Chrg April 2023	120.40
4/13/2023		No	Xerox Financial Services	85		CAR:Base Chrg April 2023	85.28
4/13/2023	24165	No	Synthesia Limited	31		Synthesia AI Video Creation	4,000.00 <i>K</i>
4/14/2023	ACHIL20230414	No	Illinois Department of Revenue	10		IL Payroll Tax Deposit - PD 04/14/2023	3,856.83
4/14/2023		No	Illinois Department of Revenue	27		IL Payroll Tax Deposit - PD 04/14/2023	824.12
4/14/2023		No	Illinois Department of Revenue	31		IL Payroll Tax Deposit - PD 04/14/2023	147.18
4/14/2023		No	Illinois Department of Revenue	32		IL Payroll Tax Deposit - PD 04/14/2023	190.52
4/14/2023		No	Illinois Department of Revenue	85		IL Payroll Tax Deposit - PD 04/14/2023	1,621.03
4/14/2023	ACHIRS20230414	No	Department of the Treasury	10		IRS Payroll Tax Deposit-PD 04/14/2023	19,827.56
4/14/2023		No	Department of the Treasury	27		IRS Payroll Tax Deposit-PD 04/14/2023	4,003.41
4/14/2023		No	Department of the Treasury	31		IRS Payroll Tax Deposit-PD 04/14/2023	682.32
4/14/2023		No	Department of the Treasury	32		IRS Payroll Tax Deposit-PD 04/14/2023	993.44
4/14/2023		No	Department of the Treasury	85		IRS Payroll Tax Deposit-PD 04/14/2023	8,276.97
4/20/2023	24166	No	Woodman Collision Center Inc	10		Out of Pocket Repair Cost Due to Accident	1,825.68 <i>L</i>
4/27/2023	24167	No	Ameren Illinois	10		CHA:Electric & Lighting Srvc 03/19-04/17/2023	746.18
4/27/2023	24168	No	Angela Hummel Consulting LLC	10		Training:Leaders as Coaches	300.00 <i>M</i>
4/27/2023	24169	No	AT&T	10		EDW:Internet 04/10-05/09/2023	215.43
4/27/2023		No	AT&T	27		EDW:Internet 04/10-05/09/2023	92.33
4/27/2023		No	AT&T	32		EDW:Internet 04/10-05/09/2023	92.32
4/27/2023		No	AT&T	85		EDW:Internet 04/10-05/09/2023	215.43
4/27/2023	24170	No	Jennifer Baugh	85		Mileage Reimb-Baugh, Jennifer-Trvl to Freeburg HS for Barcoding Day 4/25/23	15.80
4/27/2023		No	Jennifer Baugh	85		Mileage Reimb-Baugh, Jennifer-Trvl to ICOLC Conf 04/17/2023	10.60
4/27/2023		No	Jennifer Baugh	85		Mileage Reimb-Baugh, Jennifer-Trvl to ICOLC Conf 04/18-04/19/2023	71.40
4/27/2023		No	Jennifer Baugh	85		Mileage Reimb-Baugh, Jennifer-Trvl to Reaching Fwd South Conf 04/14/2023	37.40
4/27/2023	24171	No	Health Care Service Corporation	10		Health Ins 05/01-05/31/2023	22,242.62
4/27/2023		No	Health Care Service Corporation	27		Health Ins 05/01-05/31/2023	6,085.43
4/27/2023		No	Health Care Service Corporation	31		Health Ins 05/01-05/31/2023	447.19
4/27/2023		No	Health Care Service Corporation	32		Health Ins 05/01-05/31/2023	1,538.11
4/27/2023		No	Health Care Service Corporation	85		Health Ins 05/01-05/31/2023	13,665.95
4/27/2023	24172	No	Jonathan Becker	10		Mileage Reimb-Becker, John-To Springfield for Van Plates/Titles 03/29/23	25.95
4/27/2023		No	Jonathan Becker	10		Mileage Reimb-Becker, John-To Springfield for Van Plates/Titles 04/26/23	101.53
4/27/2023		No	Jonathan Becker	10		Mileage Reimb-Becker, John-Trvl to CAR for Mtg 04/13/2023	142.79
4/27/2023		No	Jonathan Becker	10		Mileage Reimb-Becker, John-Trvl to Springfield for Van Title/Plates 4/20/23	25.95
4/27/2023	24173	No	Leslie M Bednar	10		Mileage Reimb-Bednar, Leslie-Trvl to ICOLC Conf 04/17/2023	20.79
4/27/2023		No	Leslie M Bednar	10		Mileage Reimb-Bednar, Leslie-Trvl to ICOLC Conf 04/18/2023	28.69
4/27/2023		No	Leslie M Bednar	10		Mileage Reimb-Bednar, Leslie-Trvl to ISL for Carpool to Chicago PL 4/20/23	47.40
4/27/2023	24174	No	DELL MARKETING LP	10		Wireless Keyboard/Mouse Combo & Briefcase (9)	240.76
4/27/2023		No	DELL MARKETING LP	27		Wireless Keyboard/Mouse Combo & Briefcase (9)	240.76
4/27/2023		No	DELL MARKETING LP	31		Wireless Keyboard/Mouse Combo & Briefcase (9)	120.38
4/27/2023		No	DELL MARKETING LP	32		Wireless Keyboard/Mouse Combo & Briefcase (9)	120.38
4/27/2023		No	DELL MARKETING LP	85		Dell AC Adapter (4)	120.00
4/27/2023		No	DELL MARKETING LP	85		Wireless Keyboard/Mouse Combo & Briefcase (9)	361.14
4/27/2023	24175	No	Dobbs Tire & Auto Centers	10		U32277 - Change Oil/Filter & Tire Rotation	96.54
4/27/2023		No	Dobbs Tire & Auto Centers	10		U35060 - Change Oil/Filter & Brake Inspection	157.30
4/27/2023	24176	No	Feirich/Mager/Green/Ryan	31		Legal Counsel re:Contract Reviews 02/16-04/04/2023 (10 hrs)	1,598.75
4/27/2023	24177	No	Guardian	10		Dental, AD&D, Life & Vision Ins 05/01-05/31/2023	4,166.66
4/27/2023		No	Guardian	27		Dental, AD&D, Life & Vision Ins 05/01-05/31/2023	408.69
4/27/2023		No	Guardian	31		Dental, AD&D, Life & Vision Ins 05/01-05/31/2023	171.21
4/27/2023		No	Guardian	32		Dental, AD&D, Life & Vision Ins 05/01-05/31/2023	123.43
4/27/2023		No	Guardian	85		Dental, AD&D, Life & Vision Ins 05/01-05/31/2023	1,065.17
4/27/2023	24178	No	Technology Management Rev Fund	85		CAR:Bandwidth 03/01-03/31/2023	270.00
4/27/2023	24179	No	Jensen Information Technologies Inc	66		CAR:Server	21,878.02 <i>N</i>
4/27/2023	24180	No	LIMRicC Unemployment Compensation	10		1 QTR 2023 Unemployment Ins	1,894.55

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Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Description	Transaction Amount
				Code	Transaction Description		
4/27/2023		No	LIMRICC Unemployment Compensation	27	1 QTR 2023 Unemployment Ins		360.50
4/27/2023		No	LIMRICC Unemployment Compensation	31	1 QTR 2023 Unemployment Ins		64.68
4/27/2023		No	LIMRICC Unemployment Compensation	32	1 QTR 2023 Unemployment Ins		86.91
4/27/2023		No	LIMRICC Unemployment Compensation	85	1 QTR 2023 Unemployment Ins		871.13
4/27/2023	24181	No	Midwest Automotive & Diesel	10	U35065 - Diagnostics for Harsh Shift of Transmission		115.50
4/27/2023	24182	No	Myler Automotive Repair Inc	10	U32274 - Replace Ignition Relay		233.50
4/27/2023	24183	No	NCPERS Group Life Ins	10	Supp Life Ins 05/01-05/31/2023		116.00
4/27/2023		No	NCPERS Group Life Ins	27	Supp Life Ins 05/01-05/31/2023		32.00
4/27/2023		No	NCPERS Group Life Ins	31	Supp Life Ins 05/01-05/31/2023		20.00
4/27/2023		No	NCPERS Group Life Ins	32	Supp Life Ins 05/01-05/31/2023		24.00
4/27/2023		No	NCPERS Group Life Ins	85	Supp Life Ins 05/01-05/31/2023		112.00
4/27/2023	24184	No	PROSHRED of St. Louis	10	EDW:Shredding-Approved Destruction of Boxed Records 04/21/2023		550.00
4/27/2023	24185	No	Republic Services # 729	10	CHA:Trash & Recycling Removal 05/01-05/31/2023		194.19
4/27/2023	24186	No	Republic Services # 350	10	EDW:Trash & Recycling Removal 05/01-05/31/2023		235.26
4/27/2023	24187	No	Selective Insurance Company of America	10	EDW:Flood Ins Premium 06/21/2023-06/20/2024		1,481.00 O
4/27/2023	24188	No	Speed Lube # 14	10	U32276 - Change Oil/Filter		75.95
4/27/2023		No	Speed Lube # 14	10	U33167 - Change Oil/Filter		75.95
4/27/2023		No	Speed Lube # 14	10	U35062 - Change Oil/Filter		75.95
4/27/2023	24189	No	The Hartford	10	Auto Insurance Endorsement 07/01/2022-07/01/2023		2,236.00 P
4/27/2023	24190	No	The New York Times	85	Platform Fee NY Times 04/07/2023-04/04/2024		2,303.60 Q
4/27/2023	24191	No	Wex Bank	10	Fuel Charges 03/23-04/22/2023		18,035.71
4/27/2023		No	Wex Bank	31	Fuel Charges 03/23-04/22/2023		7.10
4/27/2023		No	Wex Bank	85	Fuel Charges 03/23-04/22/2023		177.24
4/27/2023	24192	No	Lesley Zavediuk	10	Grant Services April 2023		2,900.00
4/28/2023	ACHIL20230428	No	Illinois Department of Revenue	10	IL Payroll Tax Deposit - PD 04/28/2023		3,929.93
4/28/2023		No	Illinois Department of Revenue	27	IL Payroll Tax Deposit - PD 04/28/2023		824.12
4/28/2023		No	Illinois Department of Revenue	31	IL Payroll Tax Deposit - PD 04/28/2023		147.18
4/28/2023		No	Illinois Department of Revenue	32	IL Payroll Tax Deposit - PD 04/28/2023		190.31
4/28/2023		No	Illinois Department of Revenue	85	IL Payroll Tax Deposit - PD 04/28/2023		1,621.13
4/28/2023	ACHIMRFApr2023	No	Illinois Municipal Retirement Fund	10	April 2023 IMRF Payment		8,544.67
4/28/2023		No	Illinois Municipal Retirement Fund	27	April 2023 IMRF Payment		2,059.92
4/28/2023		No	Illinois Municipal Retirement Fund	31	April 2023 IMRF Payment		352.82
4/28/2023		No	Illinois Municipal Retirement Fund	32	April 2023 IMRF Payment		828.51
4/28/2023		No	Illinois Municipal Retirement Fund	85	April 2023 IMRF Payment		4,487.85
4/28/2023	ACHIRS20230428	No	Department of the Treasury	10	IRS Payroll Tax Deposit-PD 04/28/2023		20,177.37
4/28/2023		No	Department of the Treasury	27	IRS Payroll Tax Deposit-PD 04/28/2023		4,003.41
4/28/2023		No	Department of the Treasury	31	IRS Payroll Tax Deposit-PD 04/28/2023		682.32
4/28/2023		No	Department of the Treasury	32	IRS Payroll Tax Deposit-PD 04/28/2023		992.26
4/28/2023		No	Department of the Treasury	85	IRS Payroll Tax Deposit-PD 04/28/2023		<u>8,277.63</u>

Total Disbursed

550,632.45

Non-routine Bill Payments Explanations

- A-** Voided check #24115 due to unable to open CD at Busey Bank as a public entity.
- B-** Purchase of eBooks from 03/01-03/31/23 & eBooks purchases to be reimbursed by participating libraries.
- C-** Down payment for the CAD drawings, moving of furniture, and installation of the workstation on the first floor at the Edwardsville office.
- D-** Purchased a \$238,000.00 Certificate of Deposit (CD) at GCS Credit Union and opened a \$5 savings account to establish membership.
- E-** Registrations for (2) staff and (1) board member to the Reaching Forward South (RFS) conference.
- F-** Returned unused grant funds for the FY2023 CMC grant to the Illinois State Library. This amount was carried over into FY2023 from the FY2022 CARLI contract.
- G-** Purchase of Microsoft Windows Server Datacenter Edition license and software for 2022 upgrade for all SHARE servers from version 2019 at the COLO location.
- H-** Training for Youth Mental Health First Aid that was provided by Southwest Advocates for Youth Services (SWAYS). IHLS is the fiduciary agent for the SWAYS group.
- I-** Donation to the International Coalition of Library Consortia (ICOLC) spring 2023 meeting.
- J-** Sponsorship for the Illinois Libraries Present Accessibility Underwriting Grant.
- K-** Annual Synthesia Studio Growth subscription to aid in online training production for the iLEAD Library Trustee Training grant.
- L-** Paid for repairs to a vehicle that was damaged by an IHLS delivery van while it was parked at a library. The amount was small enough that it was decided not to turn in as an insurance claim.
- M-** Facilitation fees for IHLS staff leadership training "Leaders as Coaches".
- N-** Purchase of server located at the Carbondale office.
- O-** Annual premium for Flood Insurance at the Edwardsville office 06/21/2023-06/20/2024.
- P-** Auto insurance premiums for newly purchased cargo vans.
- Q-** Annual renewal of the NY Times subscription 04/07/2023-04/04/2024 to be reimbursed by participating libraries.

Illinois Heartland Library System
 Credit Card Transactions
 From 03/03/2023 Through 04/03/2023

Credit Card							Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code	
4/3/2023	4924 2137-McInerney Lia	3/3/2023	ULINE	EDW:Aluminum Hand Truck (2) 03/2023	357.54	10	5385	01	20	
4/3/2023	4924 2137-McInerney Lia	3/8/2023	USPS	EDW:Postage 03/2023	13.05	10	5370	01	20	
4/3/2023	4924 2137-McInerney Lia	3/28/2023	WALMART	EDW:Disposable Gloves 03/2023	<u>16.46</u>	10	5190	01	10	
Total 4924 2137-McInerney Lia					387.05					
4/3/2023	5003 7245-McKinney Eric	3/27/2023	STEVE HARDAGON	ChatGPT Bootcamp for Libraries:Registration-McKinney, Eric 03/2023	149.00	27	5290	01	27	
4/3/2023	5003 7245-McKinney Eric	3/29/2023	LIBRARY JUICE	Dewey Decimal Classification Webinar:Registration-McKinney, Eric 03/2023	<u>200.00</u>	27	5290	01	27	
Total 5003 7245-McKinney Eric					349.00					
4/3/2023	5407 5276-Chapman Brandon M	3/14/2023	MCDONALDS	Working Lunch-CHA CoLo Trip-Brandon & Matt 03/2023	<u>22.95</u>	85	5260	01	85	
Total 5407 5276-Chapman Brandon M					22.95					
4/3/2023	5645 2424-Bushong Stacie L	3/23/2023	DIERBERGS	Staff Day - Admin Basket Supplies 03/2023	8.46	10	5058	01	10	
4/3/2023	5645 2424-Bushong Stacie L	3/23/2023	TJ MAXX	Staff Day - Admin Basket Supplies 03/2023	33.93	10	5058	01	10	
4/3/2023	5645 2424-Bushong Stacie L	4/1/2023	PANERA	Supervisors Mtg-23 Staff 03/2023	<u>458.60</u>	10	5290	01	10	
Total 5645 2424-Bushong Stacie L					500.99					
4/3/2023	5912 4772-Brown Troy M	3/2/2023	MAILCHIMP	Subscription:MailChimp Monthly 03/2023	70.00	10	5550	01	10	
4/3/2023	5912 4772-Brown Troy M	3/2/2023	MAILCHIMP	Subscription:MailChimp Monthly 03/2023	10.00	31	5550	01	31	
4/3/2023	5912 4772-Brown Troy M	3/4/2023	MICROSOFT	Teams Phone Lines (18) 03/2023	265.00	10	5400	01	10	
4/3/2023	5912 4772-Brown Troy M	3/4/2023	MICROSOFT	Teams Phone Lines (9) 03/2023	144.00	27	5400	01	27	
4/3/2023	5912 4772-Brown Troy M	3/4/2023	MICROSOFT	Teams Phone Lines (2) 03/2023	32.00	31	5400	01	31	
4/3/2023	5912 4772-Brown Troy M	3/4/2023	MICROSOFT	Teams Phone Lines (4) 03/2023	64.00	32	5400	01	32	
4/3/2023	5912 4772-Brown Troy M	3/4/2023	MICROSOFT	Teams Phone Lines (17) 03/2023	272.00	85	5400	01	85	
4/3/2023	5912 4772-Brown Troy M	3/5/2023	AMAZON	EDW:Wireless Headset (4) 03/2023	235.92	85	5360	01	85	
4/3/2023	5912 4772-Brown Troy M	3/7/2023	PRIMOS PIZZA	Employee Appreciation Day - CAR Food 03/2023	95.63	10	5057	04	10	
4/3/2023	5912 4772-Brown Troy M	3/9/2023	AMAZON	EDW:Computer Cables 03/2023	23.05	10	5360	01	10	
4/3/2023	5912 4772-Brown Troy M	3/9/2023	AMAZON	EDW:External Drive 03/2023	449.95	85	5360	01	85	
4/3/2023	5912 4772-Brown Troy M	3/9/2023	FAXPLUS	Fax Plus Online Service 03/2023	85.66	10	5550	01	10	
4/3/2023	5912 4772-Brown Troy M	3/13/2023	AMAZON	EDW:Wrist Pad 03/2023	17.81	10	5365	01	10	
4/3/2023	5912 4772-Brown Troy M	3/13/2023	AMAZON	EDW:Wrist Pad 03/2023	17.81	85	5365	01	85	
4/3/2023	5912 4772-Brown Troy M	3/14/2023	STARLINK	Starlink - Equipment 03/2023	597.06	10	5400	01	10	
4/3/2023	5912 4772-Brown Troy M	3/14/2023	STARLINK	Starlink - Ethernet Plug Adapter 03/2023	26.81	10	5400	01	10	
4/3/2023	5912 4772-Brown Troy M	3/15/2023	DREAMHOST	Domain Name - Mt Olive PL 03/2023	17.99	10	5840	01	10	
4/3/2023	5912 4772-Brown Troy M	3/15/2023	DREAMHOST	Domain Name - ileadtrustee.org & ileadtrustee.com 03/2023	54.96	31	5580	01	31	
4/3/2023	5912 4772-Brown Troy M	3/15/2023	TELCO BILL CENTER	EDW:Elevator & Fax Lines 03/2023	22.58	10	5400	01	10	
4/3/2023	5912 4772-Brown Troy M	3/15/2023	TELCO BILL CENTER	EDW:Fax Lines 03/2023	8.34	32	5400	01	32	
4/3/2023	5912 4772-Brown Troy M	3/15/2023	TELCO BILL CENTER	EDW:Elevator & Fax Lines 03/2023	22.58	85	5400	01	85	
4/3/2023	5912 4772-Brown Troy M	3/20/2023	FINISH LINE	U18520 - Car Wash 03/2023	17.99	10	5210	04	10	

Illinois Heartland Library System
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Credit Card						Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
4/3/2023	5912 4772-Brown Troy M	3/22/2023	MEISTERLABS	MindMeister Pro Subscription 03/2023	49.50	10	5550	01	10
4/3/2023	5912 4772-Brown Troy M	3/23/2023	DREAMHOST	Domain Name - Melvin PL 03/2023	17.99	10	5840	01	10
4/3/2023	5912 4772-Brown Troy M	3/24/2023	AMAZON	EDW:Wireless Headset 03/2023	66.92	10	5360	01	10
4/3/2023	5912 4772-Brown Troy M	3/29/2023	BEST BUY	CAR:Laptop & Keyboard 03/2023	1,179.98	85	5360	04	85
4/3/2023	5912 4772-Brown Troy M	4/2/2023	MAILCHIMP	Subscription:MailChimp Monthly 04/2023	70.00	10	5550	01	10
4/3/2023	5912 4772-Brown Troy M	4/2/2023	MAILCHIMP	Subscription:MailChimp Monthly 04/2023	10.00	31	5550	01	31
4/3/2023	5912 4772-Brown Troy M	4/2/2023	MICROSOFT	Online Cloud Backup 03/2023	203.36	10	5550	01	10
4/3/2023	5912 4772-Brown Troy M	4/2/2023	MICROSOFT	Online Cloud Backup 03/2023	203.35	85	5550	01	85
4/3/2023	5912 4772-Brown Troy M	4/2/2023	PIPEDRIVE	PipeDrive Monthly 04/2023	222.32	10	5550	01	10
4/3/2023	5912 4772-Brown Troy M	4/2/2023	PIPEDRIVE	PipeDrive Monthly 04/2023	<u>222.31</u>	85	5550	01	85
	Total 5912 4772-Brown Troy M				4,796.87				
4/3/2023	6067 4476-Thompson Cassandra	3/2/2023	DEWEYS PIZZA	Employee Appreciation Day - EDW Food 03/2023	238.66	10	5057	01	10
4/3/2023	6067 4476-Thompson Cassandra	3/2/2023	WALGREENS	Staff Day - Accounting/HR Basket Supplies 0/2023	<u>6.07</u>	10	5058	01	10
	Total 6067 4476-Thompson Cassandra				244.73				
4/3/2023	6354 1516-Kates Linda	3/9/2023	SAMS CLUB	CHA:Clorox Wipes 03/2023	18.98	10	5190	02	10
4/3/2023	6354 1516-Kates Linda	3/9/2023	SAMS CLUB	CHA:Napkins, Plates & Coffee 03/2023	46.94	10	5390	02	10
4/3/2023	6354 1516-Kates Linda	3/22/2023	SAMS CLUB	CHA:Lysol 03/2023	15.98	10	5190	02	10
4/3/2023	6354 1516-Kates Linda	3/22/2023	SAMS CLUB	Supervisors Mtg-Supplies 03/2023	26.40	10	5290	02	10
4/3/2023	6354 1516-Kates Linda	3/22/2023	WALMART	Supervisors Mtg-Supplies 03/2023	4.44	10	5290	02	10
4/3/2023	6354 1516-Kates Linda	3/23/2023	MENARDS	CHA:Soap Brush, Floor Squeegee & Cleaning Cloths 03/2023	32.64	10	5190	02	10
4/3/2023	6354 1516-Kates Linda	3/23/2023	MENARDS	CHA:Wiper Blades 03/2023	39.96	10	5210	02	20
4/3/2023	6354 1516-Kates Linda	3/23/2023	MENARDS	CHA:9V Batteries 03/2023	16.86	10	5360	02	20
4/3/2023	6354 1516-Kates Linda	3/23/2023	MENARDS	CHA:Colored Duck Tape 03/2023	<u>7.88</u>	10	5385	02	20
	Total 6354 1516-Kates Linda				210.08				
4/3/2023	6359 8292-Greve Penrod Shandi	3/2/2023	4IMPRINT	Promotional Printing-Rulers (100) 03/2023	445.61	27	5330	01	27
4/3/2023	6359 8292-Greve Penrod Shandi	3/7/2023	LOWES	EDW:Heat Gun 03/2023	74.00	10	5385	01	10
4/3/2023	6359 8292-Greve Penrod Shandi	3/9/2023	STICKER APP	PR/Marketing Misc - Sticker Sample 03/2023	2.15	10	5330	01	10
4/3/2023	6359 8292-Greve Penrod Shandi	3/10/2023	MINUTEMAN PRESS	Promotional Printing-IHLS Conf Foam Board 03/2023	53.00	10	5330	01	10
4/3/2023	6359 8292-Greve Penrod Shandi	3/20/2023	HOME DEPOT	EDW:Screws for Hanging Bulletin Board 03/2023	2.76	10	5365	01	10
4/3/2023	6359 8292-Greve Penrod Shandi	3/21/2023	MARCO PROMOS	Promotional Branded Item Giveaways - Ribbons 03/2023	160.99	10	5330	01	10
4/3/2023	6359 8292-Greve Penrod Shandi	3/21/2023	REDBUBBLE	PR/Marketing - Redbubble Card for Incentive Prize 03/2023	25.00	10	5330	01	10
4/3/2023	6359 8292-Greve Penrod Shandi	3/22/2023	STICKER APP	Promotional Branded Items - Giveaways-Stickers 03/2023	174.72	10	5330	01	10
4/3/2023	6359 8292-Greve Penrod Shandi	3/23/2023	STICKER APP	Promotional Branded Items Refund-Giveaways 03/2023	(17.47)	10	5330	01	10
4/3/2023	6359 8292-Greve Penrod Shandi	4/1/2023	HOOTSUITE	Hootsuite Social Media Mgmt Subscription 03/2023	<u>1,188.00</u>	10	5550	01	10
	Total 6359 8292-Greve Penrod Shandi				2,108.76				

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Credit Card	Bill Date	Employee	Trans Date	Vendor	Description	Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
	4/3/2023	6366 3690-Thomas Pamela	3/29/2023	LIBRARY JUICE	Serials Cataloging Session:Registration-Thomas, Pam 03/2023	<u>200.00</u>	27	5290	02	27
		Total 6366 3690-Thomas Pamela				200.00				
	4/3/2023	6613 2453-Bednar Leslie M	3/3/2023	AMAZON	EDW:Packaging Tape 03/2023	7.48	32	5365	01	32
	4/3/2023	6613 2453-Bednar Leslie M	3/4/2023	AMAZON	EDW:Mouse Pads (3) 03/2023	7.49	32	5365	01	32
	4/3/2023	6613 2453-Bednar Leslie M	3/4/2023	AMAZON	EDW:Tape, Staples, Labels, Highlighters & Env Moisteners 03/2023	192.51	32	5365	01	32
	4/3/2023	6613 2453-Bednar Leslie M	3/4/2023	QUILL	EDW:G2 Gel Pens 03/2023	46.99	32	5365	01	32
	4/3/2023	6613 2453-Bednar Leslie M	3/6/2023	OFFICE DEPOT	EDW:Pink Copy Paper 03/2023	33.96	32	5360	01	32
	4/3/2023	6613 2453-Bednar Leslie M	3/6/2023	OFFICE DEPOT	EDW:File Folders, Legal Pads & Post-it Notes 03/2023	53.02	32	5365	01	32
	4/3/2023	6613 2453-Bednar Leslie M	3/8/2023	AMAZON	EDW:Adjustable Cubicle Hangers 03/2023	13.11	10	5365	01	10
	4/3/2023	6613 2453-Bednar Leslie M	3/8/2023	OBED & ISAACS	Hospitality-Leslie & Ashley 03/2023	30.72	10	5290	01	10
	4/3/2023	6613 2453-Bednar Leslie M	3/8/2023	USPS	EDW:Postage (10 Rolls) 03/2023	332.20	10	5370	01	10
	4/3/2023	6613 2453-Bednar Leslie M	3/8/2023	USPS	EDW:Postage (10 Rolls) 03/2023	300.00	32	5370	01	32
	4/3/2023	6613 2453-Bednar Leslie M	3/13/2023	CLEVELAND HEATH	Working Lunch-Leslie, Troy & Ellen 03/2023	68.39	10	5290	01	10
	4/3/2023	6613 2453-Bednar Leslie M	3/14/2023	AMAZON	EDW:Magnetic Whiteboard 03/2023	67.99	10	5365	01	10
	4/3/2023	6613 2453-Bednar Leslie M	3/16/2023	OFFICE SUPPLY	EDW:Wall Calendar 03/2023	25.95	10	5365	01	10
	4/3/2023	6613 2453-Bednar Leslie M	3/20/2023	AMAZON	EDW:First Aid Kits for Vans (9) 03/2023	120.69	10	5385	01	20
	4/3/2023	6613 2453-Bednar Leslie M	3/21/2023	SAMS CLUB	EDW:Hand Soap (12) 03/2023	32.34	10	5190	01	10
	4/3/2023	6613 2453-Bednar Leslie M	3/22/2023	COOPERS HAWK	Hospitality-Leslie & Cyndi 03/2023	30.23	10	5290	01	10
	4/3/2023	6613 2453-Bednar Leslie M	3/23/2023	CAFE MOXO	ISLAC Mtg:Lunch-Leslie & Stacey Carter 03/2023	34.22	10	5260	01	10
	4/3/2023	6613 2453-Bednar Leslie M	3/23/2023	STAYBRIDGE SUITES	ISLAC Mtg:Lodging-Bednar, Leslie 03/2023	96.90	10	5265	01	10
	4/3/2023	6613 2453-Bednar Leslie M	3/28/2023	AMAZON	Staff Day - Admin Basket Supplies 03/2023	8.99	10	5058	01	10
	4/3/2023	6613 2453-Bednar Leslie M	3/28/2023	AMAZON	Staff Day - Admin Basket Supplies 03/2023	<u>19.48</u>	10	5058	01	10
		Total 6613 2453-Bednar Leslie M				1,522.66				
	4/3/2023	6773 3101-Taylor Sarah	3/29/2023	AMAZON	Staff Day - Delivery Basket Supplies 03/2023	27.96	10	5058	01	10
	4/3/2023	6773 3101-Taylor Sarah	3/29/2023	AMAZON	Staff Day - Delivery Basket Supplies 03/2023	<u>43.45</u>	10	5058	01	10
		Total 6773 3101-Taylor Sarah				71.41				
	4/3/2023	6792 9931-Trevino Jill	3/13/2023	BEST WESTERN	CHA Trip:Lodging-Trevino, Jill 03/2023	120.33	10	5265	01	10
	4/3/2023	6792 9931-Trevino Jill	3/13/2023	FAZOLIS	CHA Trip:Dinner-Trevino, Jill 03/2023	15.36	10	5260	01	10
	4/3/2023	6792 9931-Trevino Jill	3/14/2023	LAS PALMAS	CHA Trip:Lunch-Trevino, Jill 03/2023	16.37	10	5260	01	10
	4/3/2023	6792 9931-Trevino Jill	3/14/2023	PORTILLOS	Working Lunch-Jill & Angela 03/2023	19.78	10	5290	01	10
	4/3/2023	6792 9931-Trevino Jill	3/24/2023	USPS	EDW:Postage 03/2023	8.13	10	5370	01	10
	4/3/2023	6792 9931-Trevino Jill	4/1/2023	INDEED	Job Posting-EDW-Courier 03/2023	<u>75.00</u>	10	5070	01	20
		Total 6792 9931-Trevino Jill				254.97				
	4/3/2023	6820 4888-Parr Casey	3/3/2023	TODAYS TECH	U29923 - Change Oil/Filter & Rpl O2 Sensor, Serpentine & AC Belts 03/2023	435.56	10	5210	04	20
	4/3/2023	6820 4888-Parr Casey	3/6/2023	FINISH LINE	U35061 - Van Wash 03/2023	17.99	10	5210	04	20

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4/3/2023	6820 4888-Parr Casey	3/7/2023	TODAYS TECH	U33056 - Change Oil/Filter & Tire Rotation 03/2023	82.56	10	5210	04	20	
4/3/2023	6820 4888-Parr Casey	3/13/2023	TODAYS TECH	U33022 - Change Oil/Filter & Replace Tires (3) 03/2023	890.56	10	5210	04	20	
4/3/2023	6820 4888-Parr Casey	3/15/2023	TODAYS TECH	U33023 - Change Oil/Filter & Tire Rotation 03/2023	82.56	10	5210	04	22	
4/3/2023	6820 4888-Parr Casey	3/16/2023	FINISH LINE	U33023 - Van Wash 03/2023	17.99	10	5210	04	22	
4/3/2023	6820 4888-Parr Casey	3/20/2023	TODAYS TECH	U33023 - Replace Turn Signal & License Plate Bulbs 03/2023	7.48	10	5210	04	20	
4/3/2023	6820 4888-Parr Casey	3/20/2023	TODAYS TECH	U35061 - Door Bumper Reinforcement 03/2023	90.64	10	5210	04	22	
4/3/2023	6820 4888-Parr Casey	3/21/2023	TODAYS TECH	U33022 - Replace Headlamp & License Plate Bulb 03/2023	42.34	10	5210	04	20	
4/3/2023	6820 4888-Parr Casey	3/21/2023	TODAYS TECH	U33023 - Remove & Replace Headlamp Bulb 03/2023	40.69	10	5210	04	20	
4/3/2023	6820 4888-Parr Casey	3/27/2023	TODAYS TECH	U33021 - Change Oil/Filter & Tire Rotation 03/2023	82.56	10	5210	04	20	
4/3/2023	6820 4888-Parr Casey	3/28/2023	TODAYS TECH	U18520 - Diagnostics, Remove & Replace Canister Purge Valve 03/2023	189.72	10	5210	04	10	
4/3/2023	6820 4888-Parr Casey	3/30/2023	FINISH LINE	U33021 - Van Wash 03/2023	17.99	10	5210	04	20	
4/3/2023	6820 4888-Parr Casey	3/30/2023	FINISH LINE	U33022 - Van Wash 03/2023	17.99	10	5210	04	20	
4/3/2023	6820 4888-Parr Casey	3/30/2023	FINISH LINE	U33056 - Van Wash 03/2023	<u>17.99</u>	10	5210	04	20	
	Total 6820 4888-Parr Casey				2,034.62					
4/3/2023	6945 6065-Popit Ellen C	3/18/2023	MARRIOTT HOTEL	Youth Services Institute:Lodging-Popit, Ellen 03/2023	330.19	10	5265	01	10	
4/3/2023	6945 6065-Popit Ellen C	3/29/2023	COMFORT INN	EDW Trip:Lodging-Popit, Ellen 03/2023	<u>112.70</u>	10	5265	01	10	
	Total 6945 6065-Popit Ellen C				442.89					
4/3/2023	6980 5857-Baugh Jennifer	3/3/2023	ILA	ILA Membership Dues - Baugh, Jennifer 03/2023	<u>150.00</u>	85	5700	01	85	
	Total 6980 5857-Baugh Jennifer				150.00					
4/3/2023	7107 3890-Gregory Leah	3/15/2023	FAIRFIELD INN	Youth Services Institute:Lodging-Gregory, Leah 03/2023	300.16	10	5265	01	10	
4/3/2023	7107 3890-Gregory Leah	3/16/2023	BEAUFORT ST PARKING	Youth Services Institute:Parking-Gregory, Leah 03/2023	6.00	10	5255	01	10	
4/3/2023	7107 3890-Gregory Leah	3/16/2023	MEDICI	Youth Services Institute:Dinner-Leah & Ellen 03/2023	54.68	10	5260	01	10	
4/3/2023	7107 3890-Gregory Leah	3/17/2023	BEAUFORT ST PARKING	Youth Services Institute:Parking-Gregory, Leah 03/2023	6.00	10	5255	01	10	
4/3/2023	7107 3890-Gregory Leah	3/28/2023	SIUE PARKING	SIUE Presentation:Parking-Gregory, Leah 03/2023	<u>3.00</u>	10	5255	01	10	
	Total 7107 3890-Gregory Leah				369.84					
4/3/2023	7825 3576-Furby Leanne	3/2/2023	MONDAY.COM	Monday.com Subscription 03/2023	600.00	31	5550	01	31	
4/3/2023	7825 3576-Furby Leanne	3/2/2023	MONDAY.COM	Monday.com Subscription Upgrade 03/2023	360.00	31	5550	01	31	
4/3/2023	7825 3576-Furby Leanne	3/3/2023	CREATELY	Creately Subscription 03/2023	61.20	31	5550	01	31	
4/3/2023	7825 3576-Furby Leanne	3/30/2023	AMAZON	Staff Day-Membership Basket Supplies 03/2023	17.42	10	5058	01	10	
4/3/2023	7825 3576-Furby Leanne	3/30/2023	AMAZON	Staff Day-Membership Basket Supplies 03/2023	<u>37.11</u>	10	5058	01	10	
	Total 7825 3576-Furby Leanne				1,075.73					
4/3/2023	7895 7549-Becker Jonathan	3/20/2023	SAMS CLUB	EDW:Coffee 03/2023	21.98	10	5390	01	10	
4/3/2023	7895 7549-Becker Jonathan	3/21/2023	YANNIS GYROS	Working Lunch - John & Sarah 03/2023	<u>27.31</u>	10	5290	01	20	
	Total 7895 7549-Becker Jonathan				49.29					

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Credit Card							Fund	G/L#	Loc#	Dept#
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4/3/2023	8961 4023-Cook Jace	3/2/2023	SOUTHWEST AIR	IUG Conf:Airfare-Brown, Troy 03/2023	466.96	10	5275	01	10	
4/3/2023	8961 4023-Cook Jace	3/2/2023	SOUTHWEST AIR	IUG Conf:Airfare-Porter, Dena 03/2023	466.96	85	5275	01	85	
4/3/2023	8961 4023-Cook Jace	3/2/2023	SOUTHWEST AIR	IUG Conf:Airfare-Baugh, Jennifer 03/2023	465.96	85	5275	01	85	
4/3/2023	8961 4023-Cook Jace	3/3/2023	SOUTHWEST AIR	IUG Conf:Airfare-Wingerter, Brant 03/2023	466.96	85	5275	01	85	
4/3/2023	8961 4023-Cook Jace	3/9/2023	USPS	EDW:Postage 03/2023	4.79	85	5370	01	85	
4/3/2023	8961 4023-Cook Jace	3/14/2023	ICOLC	ICOLC Conf:Registration-Bednar, Leslie 03/2023	495.00	10	5290	01	10	
4/3/2023	8961 4023-Cook Jace	3/14/2023	ICOLC	ICOLC Conf:Registration-Cassie, Jace, Dena & Jennifer 03/2023	<u>1,980.00</u>	85	5290	01	85	
Total 8961 4023-Cook Jace					4,346.63					

Report Transaction Totals

19,138.47

Non-routine Credit Card Transactions Explanations

McKinney, Eric - Registration for Library 2.0 ChatGPT Bootcamp for Libraries for Eric McKinney.

Registration for Library Juice Academy Dewey Decimal Classification webinar for Eric McKinney.

Bushong, Stacie - Working lunch for leadership training and a supervisors meeting held at our Champaign office that included additional staff other than supervisors.

Brown, Troy M - Purchase of Starlink internet connection equipment for Troy Brown.

Greve Penrod, Shandi - Purchase of promotional conference handouts, supplies, and prizes for General and CMC funds.

Purchase of heat gun to test removal of van wraps.

Annual Subscription for Hootsuite used to manage social media.

Thomas, Pamela - Registration for Library Juice Academy Serials Cataloging webinar.

Baugh, Jennifer - Illinois Library Association (ILA) annual membership fee for Jennifer Baugh.

Furby, Leanne - Annual subscription for Monday.com work management software with upgrade.

Annual subscription for Creately visual workspace software.

Cook, Jace - Registration for International Coalition of Library Consortia (ICOLC) conference for (5) staff.