

Illinois Heartland Library System
Disbursement Summary Report
From 06/01/2023 Through 06/30/2023

Attachment 6.1

Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Description	Transaction Amount
				Code			
6/9/2023	ACHIL20230609	No	Illinois Department of Revenue	10		IL Payroll Tax Deposit - PD 06/09/2023	3,715.03
6/9/2023		No	Illinois Department of Revenue	27		IL Payroll Tax Deposit - PD 06/09/2023	824.34
6/9/2023		No	Illinois Department of Revenue	31		IL Payroll Tax Deposit - PD 06/09/2023	178.47
6/9/2023		No	Illinois Department of Revenue	32		IL Payroll Tax Deposit - PD 06/09/2023	190.85
6/9/2023		No	Illinois Department of Revenue	85		IL Payroll Tax Deposit - PD 06/09/2023	1,618.53
6/9/2023	ACHIRS20230609	No	Department of the Treasury	10		IRS Payroll Tax Deposit-PD 06/09/2023	19,088.96
6/9/2023		No	Department of the Treasury	27		IRS Payroll Tax Deposit-PD 06/09/2023	4,004.09
6/9/2023		No	Department of the Treasury	31		IRS Payroll Tax Deposit-PD 06/09/2023	867.00
6/9/2023		No	Department of the Treasury	32		IRS Payroll Tax Deposit-PD 06/09/2023	995.28
6/9/2023		No	Department of the Treasury	85		IRS Payroll Tax Deposit-PD 06/09/2023	8,263.44
6/12/2023	24266	No	AAIM EA Training and Consulting LLC	10		Pre-employment Background Check-EDW-Courier	112.40
6/12/2023	24267	No	Ameren Illinois	10		CHA:Gas 05/01-06/1/2023	70.19
6/12/2023	24268	No	Ameren Illinois	10		EDW:Gas 05/01-06/01/2023	65.66
6/12/2023	24269	No	Ameren Illinois	10		EDW:Electric & Lighting Srvcs 05/01-06/01/2023	1,202.35
6/12/2023	24270	No	Troy Brown	10		Mileage Reimb-Brown, Troy-Trvl to Reaching Fwd South 04/14/2023	110.04
6/12/2023	24271	No	Buildingstars Operations Inc	10		EDW:Janitorial Srvcs June 2023	670.00
6/12/2023	24272	No	Busey	10		Busey Credit Card Stmt Ending 6/1/2023	16,151.26
6/12/2023		No	Busey	27		Busey Credit Card Stmt Ending 6/1/2023	271.00
6/12/2023		No	Busey	31		Busey Credit Card Stmt Ending 6/1/2023	3,530.12
6/12/2023		No	Busey	32		Busey Credit Card Stmt Ending 6/1/2023	72.34
6/12/2023		No	Busey	85		Busey Credit Card Stmt Ending 6/1/2023	6,981.41
6/12/2023	24273	No	C Krueger's Finest Baked Goods	10		Nominating Committee Thank You Cookies	43.80
6/12/2023	24274	No	Carle	10		Pre-employment Drug Screen & Fit For Duty Exam-CHA-Sorter	124.00
6/12/2023	24275	No	City of Edwardsville	10		EDW:Water & Sewer 03/10-05/12/2023	181.78
6/12/2023	24276	No	Constellation NewEnergy - Gas Division	10		Gas Supply 05/01-05/31/2023	31.23
6/12/2023	24277	No	Dave's Precision Mowing	10		CHA:Mowing/Trimming/Blowing 05/02/2023	80.00
6/12/2023		No	Dave's Precision Mowing	10		CHA:Mowing/Trimming/Blowing 05/09/2023	80.00
6/12/2023		No	Dave's Precision Mowing	10		CHA:Mowing/Trimming/Blowing 05/16/2023	80.00
6/12/2023		No	Dave's Precision Mowing	10		CHA:Mowing/Trimming/Blowing 05/23/2023	80.00
6/12/2023		No	Dave's Precision Mowing	10		CHA:Mowing/Trimming/Blowing 05/31/2023	80.00
6/12/2023	24278	No	Effingham Public Library	10		Reimb for Lost Book 'One Piece Vol 101'	6.14
6/12/2023		No	Effingham Public Library	10		Reimb for Lost Book 'Smoke Gets in Your Eyes'	5.00
6/12/2023		No	Effingham Public Library	10		Reimb for Lost DVD 'Star Trek Discover Season Three'	38.84
6/12/2023	24279	No	Enterprise FM Trust	10		Monthly Leasing 06/01-06/30/2023	1,492.73
6/12/2023	24280	No	Filament LLC	10		Training - Make Your Meetings Matter	3,500.00 A
6/12/2023	24281	No	Ford & Harrison LLP	10		Legal Counsel re:General Employmt Matters & IL Paid Leave Q&As 05/19-05/25	1,380.00
6/12/2023	24282	No	George Alarm Co Inc	10		EDW:Fire/Burglar/Elevator Alarm Monitoring 07/01-09/30/2023	274.47
6/12/2023		No	George Alarm Co Inc	10		EDW:Install Smoke Detectors 05/24/2023	142.50
6/12/2023	24283	No	George Alarm	10		CHA:Fire/Burglar/Cell Backup Monitoring 07/01-09/30/2023	127.20
6/12/2023	24284	No	HR Source	10		Webinar Series - Conduct Training on Your Employee Handbook 05/17/2023	1,950.00 B
6/12/2023	24285	No	i3 Broadband - CU	10		CHA:Internet 06/01-06/30/2023	11.67
6/12/2023		No	i3 Broadband - CU	27		CHA:Internet 06/01-06/30/2023	11.66
6/12/2023		No	i3 Broadband - CU	85		CHA:Internet 06/01-06/30/2023	11.66
6/12/2023	24286	No	Illinois Office of the State Fire Marshal	10		EDW:Annual Renewal-Elevator Operations Certificate 04/24/2023	75.00
6/12/2023	24287	No	Illini Janitorial	10		CHA:Janitorial Srvcs May 2023	525.00
6/12/2023	24288	No	Kate Kite	10		Mileage Reimb-Kite, Kate-Site Visit & MEPL Mtg 05/18/2023	6.94
6/12/2023	24289	No	Nextgen Solutions	10		CAR:Usage 05/01-05/31/2023	22.52
6/12/2023		No	Nextgen Solutions	85		CAR:Usage 05/01-05/31/2023	14.61
6/12/2023	24290	No	Remco Electrical Corporation	10		CHA:Retrofit Fixtures with Ballast Bypass LED Lamps (5)	350.00
6/12/2023	24291	No	SIUC Research Park Inc	10		CAR:Office Leasing, Electric & Lighting Srvcs & Fiber Internet	7,830.96
6/12/2023		No	SIUC Research Park Inc	85		CAR:Office Leasing, Electric & Lighting Srvcs & Fiber Internet	10.00
6/12/2023	24292	No	Speed Lube # 14	10		U35062 - Change Oil/Filter	75.95
6/12/2023	24293	No	Swank Movie Licensing USA	10		Copyright Compliance Site Licenses 07/01/2023-06/30/2024	7,445.00 C
6/12/2023	24294	No	Tire Choice #390	10		U33020 - Change Oil/Filter & Tire Rotation	55.38
6/12/2023		No	Tire Choice #390	10		U33023 - Replace Battery	241.98
6/12/2023		No	Tire Choice #390	10		U33807 - Change Oil/Filter & Tire Rotation	78.04
6/12/2023		No	Tire Choice #390	10		U35998 - Change Oil/Filter & Tire Rotation	60.99
6/12/2023	24295	No	Jill Trevino	10		Mileage Reimb-Trevino, Jill-Trvl to Fountaindale PL for Bd Mtg 05/23/2023	72.20
6/12/2023	24296	No	Verizon	10		GPS Tracking & Roadside Assistance (23 Units) 05/01-05/31/2023	434.01

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Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Description	Transaction Amount
				Code			
6/12/2023	24297	No	Xerox Financial Services	10		CAR:Base Chrg June 2023	120.40
6/12/2023		No	Xerox Financial Services	85		CAR:Base Chrg June 2023	85.28
6/12/2023	24298	No	Solus	85		Solus Library App Customization Annual Fee 09/01/2022-08/31/2023	37,550.00 D
6/23/2023	ACHIL20230623	No	Illinois Department of Revenue	10		IL Payroll Tax Deposit - PD 06/23/2023	3,845.06
6/23/2023		No	Illinois Department of Revenue	27		IL Payroll Tax Deposit - PD 06/23/2023	824.05
6/23/2023		No	Illinois Department of Revenue	31		IL Payroll Tax Deposit - PD 06/23/2023	178.47
6/23/2023		No	Illinois Department of Revenue	32		IL Payroll Tax Deposit - PD 06/23/2023	190.75
6/23/2023		No	Illinois Department of Revenue	85		IL Payroll Tax Deposit - PD 06/23/2023	1,619.24
6/23/2023	ACHIRS20230623	No	Department of the Treasury	10		IRS Payroll Tax Deposit-PD 06/23/2023	19,606.94
6/23/2023		No	Department of the Treasury	27		IRS Payroll Tax Deposit-PD 06/23/2023	4,003.17
6/23/2023		No	Department of the Treasury	31		IRS Payroll Tax Deposit-PD 06/23/2023	867.00
6/23/2023		No	Department of the Treasury	32		IRS Payroll Tax Deposit-PD 06/23/2023	994.72
6/23/2023		No	Department of the Treasury	85		IRS Payroll Tax Deposit-PD 06/23/2023	8,267.02
6/29/2023	24299	No	TAH Concepts LLC d/b/a Alternative	32		Traverse Maint Agreement 05/24/2023-07/22/2024	3,600.00 E
6/29/2023	24300	No	Ameren Illinois	10		CHA:Electric & Lighting Svcs 05/16-06/15/2023	1,041.93
6/29/2023	24301	No	American Pest Control	10		CHA:Monthly Extermination 06/09/2023	35.00
6/29/2023	24302	No	Association for Rural and Small Libraries	10		ARSL Membership - Kite, Kate	75.00 F
6/29/2023	24303	No	Arthur J Gallagher Risk Management	10		Cyber & Privacy Liability Coverage 07/01/2023-06/30/2024	4,072.00 G
6/29/2023	24304	No	AT&T	10		EDW:Internet 06/10-07/09/2023	215.43
6/29/2023		No	AT&T	27		EDW:Internet 06/10-07/09/2023	92.32
6/29/2023		No	AT&T	32		EDW:Internet 06/10-07/09/2023	92.33
6/29/2023		No	AT&T	85		EDW:Internet 06/10-07/09/2023	215.43
6/29/2023	24305	No	Health Care Service Corporation	10		Health Ins 07/01-07/31/2023	23,700.66
6/29/2023		No	Health Care Service Corporation	27		Health Ins 07/01-07/31/2023	6,085.43
6/29/2023		No	Health Care Service Corporation	31		Health Ins 07/01-07/31/2023	670.79
6/29/2023		No	Health Care Service Corporation	32		Health Ins 07/01-07/31/2023	1,538.11
6/29/2023		No	Health Care Service Corporation	85		Health Ins 07/01-07/31/2023	13,665.95
6/29/2023	24306	No	Bibliotheca LLC	85		eBooks Subscription Purchases 05/01-05/31/2023	16,827.99 H
6/29/2023	24307	No	Bickle Electric Contracting Co Inc	66		EDW:Ameren Incentive Lighting Upgrade	19,249.00 I
6/29/2023	24308	No	BJ's Printables Inc	10		Board Member Shirts (4)	112.40
6/29/2023		No	BJ's Printables Inc	10		EDW:Shirts (3) & Hats (5) for Delivery	165.55
6/29/2023	24309	No	Stacey Carter	10		Board Member:Mileage Reimb-Carter, Stacey 06/20/2023	52.08
6/29/2023	24310	No	Kathryn L Caudill	31		Consultant-Training Portal Content Development	810.00 J
6/29/2023	24311	No	Janet Cler	85		Board Member:Mileage Reimb-Cler, Janet-Trvl to SHARE Finance Mtg 05/10/23	141.48
6/29/2023	24312	No	CMC Electric Inc	10		EDW:Replace Tombstone in Retention Room Light 06/01/2023	213.50
6/29/2023	24313	No	Color-Art Integrated Interiors LLC	10		EDW:Moving Office Furniture, CAD Drawings & First Floor Furniture	1,003.20 K
6/29/2023		No	Color-Art Integrated Interiors LLC	85		EDW:Moving Office Furniture, CAD Drawings & First Floor Furniture	3,014.56
6/29/2023	24314	No	Mary Cornell	27		ALA Conf:Reimb for Cab-Cornell, Mary 06/23/2023	20.00
6/29/2023		No	Mary Cornell	27		ALA Conf:Reimb for Uber-Cornell, Mary (2 trips)	38.85
6/29/2023	24315	No	DELL MARKETING LP	32		EDW:Dell 27 Monitor	284.65
6/29/2023	24316	No	Dobbs Tire & Auto Centers	10		U29922 - Replace Battery & License Plate Bulb	184.37
6/29/2023	24317	No	Guardian	10		Dental, AD&D, Life & Vision Ins 07/01-07/31/2023	4,438.25
6/29/2023		No	Guardian	27		Dental, AD&D, Life & Vision Ins 07/01-07/31/2023	408.69
6/29/2023		No	Guardian	31		Dental, AD&D, Life & Vision Ins 07/01-07/31/2023	182.89
6/29/2023		No	Guardian	32		Dental, AD&D, Life & Vision Ins 07/01-07/31/2023	123.43
6/29/2023		No	Guardian	85		Dental, AD&D, Life & Vision Ins 07/01-07/31/2023	1,056.35
6/29/2023	24318	No	Heyl Royster	10		Legal Counsel re:Policy & Personnel Matters 05/08-05/19/2023	1,480.00
6/29/2023		No	Heyl Royster	31		Legal Svcs re:Training Courses Review	2,400.00 L
6/29/2023	24319	No	HR Source	10		Salary Benchmarking for 4 positions	855.00 M
6/29/2023		No	HR Source	85		Salary Benchmarking for 4 positions	285.00
6/29/2023	24320	No	ID Label Inc	85		EDW:Library Bar Code J Labels (1000)	126.50
6/29/2023	24321	No	Illinois American Water	10		CHA:Water 05/26-06/26/2023	42.11
6/29/2023	24322	No	Technology Management Rev Fund	85		CAR:Bandwidth 05/01-05/31/2023	270.00
6/29/2023	24323	No	Jack Schmitt Ford	10		U35063 - Replace DPFE Sensor	446.68
6/29/2023	24324	No	Heather Knowlton	10		EDW:Reimb for Top Workplace Celebration Newspapers (7)- Knowlton, Heather	28.00
6/29/2023	24325	No	Liberty Mutual Insurance Company	10		Employee Dishonesty Bond/Policy Coverage 07/01/2023-06/30/2024	2,052.00 N
6/29/2023	24326	No	Marketview Car Wash	10		U32274, U32276, U35062, U34175 & U35767 - Van Wash	50.00
6/29/2023	24327	No	Myler Automotive Repair Inc	10		U35100 - Change Oil/Filter & Replace DPFE Sensor	261.86
6/29/2023	24328	No	NCPERS Group Life Ins	10		Supp Life Ins 07/01-07/31/2023	116.00
6/29/2023		No	NCPERS Group Life Ins	27		Supp Life Ins 07/01-07/31/2023	32.00

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6/29/2023		No	NCPERS Group Life Ins	31	Supp Life Ins 07/01-07/31/2023	20.00
6/29/2023		No	NCPERS Group Life Ins	32	Supp Life Ins 07/01-07/31/2023	24.00
6/29/2023		No	NCPERS Group Life Ins	85	Supp Life Ins 07/01-07/31/2023	96.00
6/29/2023	24329	No	Bryan Phelps	10	EDW:Employee Uniform Reimb-Phelps, Bryan	70.83
6/29/2023	24330	No	Dena Ann Porter	85	Mileage Reimb-Porter, Dena-Trvl to ALIC Conf 06/20-06/22/2023	91.87
6/29/2023	24331	No	Republic Services # 729	10	CHA:Trash & Recycling Removal 07/01-07/31/2023	190.93
6/29/2023	24332	No	Republic Services # 350	10	EDW:Trash & Recycling Removal 07/01-07/31/2023	249.12
6/29/2023	24333	No	Kathryn Roberts	27	ALA Conf:Reimb for Uber & Lunch-Roberts, Katie	55.22
6/29/2023	24334	No	Safelite Fulfillment Inc	10	U36092 - Windshield Repair	85.00
6/29/2023	24335	No	Seneca Public Library	10	Advocacy & Networking-Sympathy Donation-Kinsella, John	50.00
6/29/2023	24336	No	Joshua Short	10	ALA Conf:Board Member Reimb for Uber, Pkg, Train & Meals-Short, Joshua	212.87
6/29/2023		No	Joshua Short	10	Board Member:Mileage Reimb-Short, Joshua-ALA Conf	43.12
6/29/2023	24337	No	Shred-it USA	10	EDW:Shredding 06/21/2023	80.81
6/29/2023	24338	No	Solo Products Inc	10	EDW:Delivery Totes (85)	2,497.36
6/29/2023	24339	No	Speed Lube # 14	10	U35767 - Change Oil/Filter	75.95
6/29/2023		No	Speed Lube # 14	10	U36092 - Change Oil/Filter	132.45
6/29/2023	24340	No	Thomas P Stagg	31	Consultant - Training Portal Content Development	990.00
6/29/2023	24341	No	Swank Movie Licensing USA	10	Copyright Compliance Site License 07/01/2023-06/30/2024 (1)	333.00
6/29/2023	24342	No	Sarah Taylor	10	Reimb for Project Mgmt Training-Taylor, Sarah	156.00
6/29/2023	24343	No	Tire Choice #390	10	U31660 - Change Oil/Filter & Tire Rotation	103.56
6/29/2023		No	Tire Choice #390	10	U32517 - Change Oil/Filter, Tire Rotation & Replace Brake Pads & Calipers	1,279.46
6/29/2023		No	Tire Choice #390	10	U33807 - Tire Repair	25.72
6/29/2023		No	Tire Choice #390	10	U35056 - Replace Battery	220.00
6/29/2023		No	Tire Choice #390	10	U35060 - Change Oil/Filter & Tire Rotation	78.04
6/29/2023		No	Tire Choice #390	10	U35063 - Replace Brakes, Pads & Rotors	1,302.89
6/29/2023	24344	No	Tolono Public Library District	10	Reimb for Damaged Book 'Belling the Tiger'	16.00
6/29/2023	24345	No	Verizon Wireless	10	Cellphone Srvc, MIFI, Router & After Hrs Line 05/24-06/23/2023	626.28
6/29/2023		No	Verizon Wireless	32	Cellphone Srvc, MIFI, Router & After Hrs Line 05/24-06/23/2023	8.34
6/29/2023		No	Verizon Wireless	85	Cellphone Srvc, MIFI, Router & After Hrs Line 05/24-06/23/2023	344.44
6/29/2023	24346	No	Weber Granite City Chevrolet	66	2023 Chevy Box Truck - Final Pymt	58,251.26
6/29/2023	24347	No	Christine E Westerlund	31	Consultant - Training Portal Content Development	560.00
6/29/2023	24348	No	Wex Bank	10	Fuel Charges 05/23-06/22/2023	17,195.17
6/29/2023		No	Wex Bank	85	Fuel Charges 05/23-06/22/2023	36.19
6/29/2023	24349	No	Xerox Financial Services	10	Base & Usage Chrg 04/30-05/29/2023	265.68
6/29/2023		No	Xerox Financial Services	27	Base & Usage Chrg 04/30-05/29/2023	121.53
6/29/2023		No	Xerox Financial Services	32	Base & Usage Chrg 04/30-05/29/2023	185.93
6/29/2023		No	Xerox Financial Services	85	Base & Usage Chrg 04/30-05/29/2023	121.52
6/29/2023	24350	No	Lesley Zavediuk	10	Grant Services - June 2023	2,900.00
6/29/2023	ACHIMRFJun2023	No	Illinois Municipal Retirement Fund	10	June 2023 IMRF Payment	8,371.61
6/29/2023		No	Illinois Municipal Retirement Fund	27	June 2023 IMRF Payment	2,059.92
6/29/2023		No	Illinois Municipal Retirement Fund	31	June 2023 IMRF Payment	429.36
6/29/2023		No	Illinois Municipal Retirement Fund	32	June 2023 IMRF Payment	830.47
6/29/2023		No	Illinois Municipal Retirement Fund	85	June 2023 IMRF Payment	<u>4,478.41</u>

Total Disbursed

391,305.20

Non-routine Bill Payments Explanations

- A-** Training workshop for staff responsible for conducting meetings.
- B-** HR Source webinar series session #2 - "Your Employee Handbook: Are You Up To Date?". This is partially reimbursed by participating libraries.
- C-** Purchased SWANK Copyright Compliance Site Licenses for 07/01/2023-06/30/2024 to be reimbursed by participating libraries.
- D-** Solus Library App annual subscription fee 09/01/2022-08/31/2023.
- E-** Upgrade of annual maintenance agreement for the Traverse accounting software. This software supports the OCLC billing activity.
- F-** Association for Rural & Small Libraries (ARSL) annual membership fee for Kate Kite.
- G-** Annual premium for Cyber & Privacy Liability insurance 07/01/2023-06/30/2024.
- H-** Purchase of eBooks from 05/01-05/31/23 & eBooks purchases to be reimbursed by participating libraries.
- I-** Upgrade to LED lighting at the Edwardsville office. This included an Ameren energy credit and has an estimated return on investment of approximately four and a half years.
- J-** Consultant fee for online course development for the iLEAD Library Trustee Training grant.
- K-** Final payment for the purchase of workstation, table, and chairs in first floor office. Also included moving of office furniture and CAD drawings.
- L-** Legal review of training courses being developed for the iLEAD Library Trustee Training grant.

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Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
<i>M-</i>					<i>Salary grade benchmarking for four realigned positions that were included in the FY2024 budget.</i>	
<i>N-</i>					<i>Annual premium for the Employee Dishonesty Bond insurance coverage 07/01/2023-06/30/2024.</i>	
<i>O-</i>					<i>Consultant fee for online course development for the iLEAD Library Trustee Training grant.</i>	
<i>P-</i>					<i>Final payment for the 2023 Chevrolet box truck. To replace the box truck at the Edwardsville hub.</i>	
<i>Q-</i>					<i>Consultant fee for online course development for the iLEAD Library Trustee Training grant.</i>	

Illinois Heartland Library System
 Credit Card Transactions
 From 05/03/2023 Through 06/01/2023

Credit Card						Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
6/1/2023	1090 8459-Caskey Matthew	5/6/2023	DREAMHOST	Domain Name - Litchfield PL 05/2023	17.99	10	5840	01	10
6/1/2023	1090 8459-Caskey Matthew	5/6/2023	DREAMHOST	Domain Name - Smithton PL 05/2023	<u>17.99</u>	10	5840	01	10
	Total 1090 8459-Caskey Matthew				35.98				
6/1/2023	4924 2137-McInerney Lia	5/12/2023	WALMART	EDW:Gas Can 05/2023	19.48	10	5210	01	20
6/1/2023	4924 2137-McInerney Lia	5/15/2023	LOWES	EDW:Fan 05/2023	169.99	10	5180	01	10
6/1/2023	4924 2137-McInerney Lia	5/17/2023	LOWES	EDW:Dehumidifier 05/2023	139.00	10	5180	01	10
6/1/2023	4924 2137-McInerney Lia	5/23/2023	WALMART	U33020 - Wiper Blades 05/2023	28.88	10	5210	01	20
6/1/2023	4924 2137-McInerney Lia	5/31/2023	32AUCTIONS	Surplus Vans Auction Listing 05/2023	20.00	10	5725	01	20
6/1/2023	4924 2137-McInerney Lia	5/31/2023	32AUCTIONS	Surplus Vans Auction Listing 05/2023	40.00	10	5725	01	20
6/1/2023	4924 2137-McInerney Lia	5/31/2023	32AUCTIONS	Surplus Vans Auction Listing 05/2023	<u>60.00</u>	10	5725	01	20
	Total 4924 2137-McInerney Lia				477.35				
6/1/2023	5003 0265-Scoby Barbera	5/25/2023	AMTRAK	ALA Conf:Trainfare-Scoby, Barb 05/2023	<u>79.00</u>	27	5255	01	27
	Total 5003 0265-Scoby Barbera				79.00				
6/1/2023	5091 4997-Cornell Mary	5/25/2023	ALLIANZ INS	ALA Conf:Trainfare Insurance-Cornell, Mary 05/2023	9.00	27	5255	01	27
6/1/2023	5091 4997-Cornell Mary	5/25/2023	AMTRAK	ALA Conf:Trainfare-Cornell, Mary 05/2023	<u>39.00</u>	27	5255	01	27
	Total 5091 4997-Cornell Mary				48.00				
6/1/2023	5407 5276-Chapman Brandon M	5/2/2023	MCDONALDS	CoLo Trip to CHA:Lunch-Chapman, Brandon 05/2023	12.66	85	5260	01	85
6/1/2023	5407 5276-Chapman Brandon M	5/12/2023	SHERATON PHOENIX	IUG Conf:Breakfast-Chapman, Brandon 05/2023	19.29	85	5280	01	85
6/1/2023	5407 5276-Chapman Brandon M	5/13/2023	SHERATON PHOENIX	IUG Conf:Breakfast-Chapman, Brandon 05/2023	19.29	85	5280	01	85
6/1/2023	5407 5276-Chapman Brandon M	5/14/2023	HUSS BREWING	IUG Conf:Lunch-Chapman, Brandon 05/2023	31.26	85	5280	01	85
6/1/2023	5407 5276-Chapman Brandon M	5/15/2023	SHERATON PHOENIX	IUG Conf:Lodging-Chapman, Brandon 05/2023	<u>963.60</u>	85	5285	01	85
	Total 5407 5276-Chapman Brandon M				1,046.10				
6/1/2023	5650 4231-Hogan Downey Carol	5/25/2023	AMTRAK	ALA Conf:Trainfare-Hogan-Downey, Carol 05/2023	<u>79.00</u>	10	5255	01	10
	Total 5650 4231-Hogan Downey Carol				79.00				
6/1/2023	5912 4772-Brown Troy M	5/2/2023	BRICKHOUSE GRILL	Hospitality-ISLAC Mtg-1 Staff & 1 Guest 05/2023	32.25	10	5290	01	10
6/1/2023	5912 4772-Brown Troy M	5/2/2023	MAILCHIMP	Subscription:MailChimp Monthly 05/2023	70.00	10	5550	01	10
6/1/2023	5912 4772-Brown Troy M	5/2/2023	MAILCHIMP	Subscription:MailChimp Monthly 05/2023	10.00	31	5550	01	31
6/1/2023	5912 4772-Brown Troy M	5/2/2023	PHONEPOWER	SHARE Annual Fee - Telephony Line 2 of 6 05/2023	109.08	85	5400	01	85
6/1/2023	5912 4772-Brown Troy M	5/2/2023	PHONEPOWER	SHARE Annual Fee - Telephony Line 3 of 6 05/2023	109.08	85	5400	01	85
6/1/2023	5912 4772-Brown Troy M	5/2/2023	PHONEPOWER	SHARE Annual Fee - Telephony Line 4 of 6 05/2023	109.08	85	5400	01	85
6/1/2023	5912 4772-Brown Troy M	5/2/2023	PHONEPOWER	SHARE Annual Fee - Telephony Line 5 of 6 05/2023	109.08	85	5400	01	85
6/1/2023	5912 4772-Brown Troy M	5/2/2023	PHONEPOWER	SHARE Annual Fee - Telephony Line 6 of 6 05/2023	106.94	85	5400	01	85
6/1/2023	5912 4772-Brown Troy M	5/3/2023	PIPEDRIVE	PipeDrive Monthly Subscription 05/2023	6.89	10	5550	01	10
6/1/2023	5912 4772-Brown Troy M	5/3/2023	PIPEDRIVE	PipeDrive Monthly Subscription 05/2023	6.89	85	5550	01	85

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
6/1/2023	5912 4772-Brown Troy M	5/4/2023	BEST BUY	Surface Pro Tablet, Keyboard, & Protection Plan 05/2023	1,559.97	85	5360	01	85
6/1/2023	5912 4772-Brown Troy M	5/5/2023	MICROSOFT	Teams Phone Lines (18) 05/2023	265.00	10	5400	01	10
6/1/2023	5912 4772-Brown Troy M	5/5/2023	MICROSOFT	Teams Phone Lines (9) 05/2023	144.00	27	5400	01	27
6/1/2023	5912 4772-Brown Troy M	5/5/2023	MICROSOFT	Teams Phone Lines (2) 05/2023	32.00	31	5400	01	31
6/1/2023	5912 4772-Brown Troy M	5/5/2023	MICROSOFT	Teams Phone Lines (4) 05/2023	64.00	32	5400	01	32
6/1/2023	5912 4772-Brown Troy M	5/5/2023	MICROSOFT	Teams Phone Lines (17) 05/2023	272.00	85	5400	01	85
6/1/2023	5912 4772-Brown Troy M	5/6/2023	DREAMHOST	Domain Name - LCLS.ORG 05/2023	13.95	85	5580	01	85
6/1/2023	5912 4772-Brown Troy M	5/7/2023	STARLINK	Starlink Internet 05/2023	55.00	10	5400	04	10
6/1/2023	5912 4772-Brown Troy M	5/11/2023	BLANCO	IUG Conf:Dinner-Brown, Troy 05/2023	28.11	10	5280	01	10
6/1/2023	5912 4772-Brown Troy M	5/11/2023	BLANCO	IUG Conf:Dinner-Brandon, Dena & Jennifer 05/2023	84.32	85	5280	01	85
6/1/2023	5912 4772-Brown Troy M	5/11/2023	BOSA DONUTS	IUG Conf:Breakfast-Brown, Troy 05/2023	9.34	10	5280	01	10
6/1/2023	5912 4772-Brown Troy M	5/11/2023	BOSA DONUTS	IUG Conf:Breakfast-Dena & Jennifer 05/2023	18.69	85	5280	01	85
6/1/2023	5912 4772-Brown Troy M	5/11/2023	CHICO MALO	IUG Conf:Lunch-Brown, Troy 05/2023	23.23	10	5280	01	10
6/1/2023	5912 4772-Brown Troy M	5/11/2023	CHICO MALO	IUG Conf:Lunch-Dena & Jennifer 05/2023	46.45	85	5280	01	85
6/1/2023	5912 4772-Brown Troy M	5/11/2023	UBER	IUG Conf:Uber-Brown, Troy 05/2023	12.37	10	5275	01	10
6/1/2023	5912 4772-Brown Troy M	5/11/2023	UBER	IUG Conf:Uber-Brandon, Dena & Jennifer 05/2023	37.09	85	5275	01	85
6/1/2023	5912 4772-Brown Troy M	5/12/2023	THE KETTLE BLACK	IUG Conf:Dinner-Brown, Troy 05/2023	31.20	10	5280	01	10
6/1/2023	5912 4772-Brown Troy M	5/12/2023	THE KETTLE BLACK	IUG Conf:Dinner-Brandon, Dena & Jennifer 05/2023	93.60	85	5280	01	85
6/1/2023	5912 4772-Brown Troy M	5/13/2023	BOSA DONUTS	IUG Conf:Breakfast-Brown, Troy 05/2023	9.67	10	5280	01	10
6/1/2023	5912 4772-Brown Troy M	5/13/2023	BOSA DONUTS	IUG Conf:Breakfast-Dena & Jennifer 05/2023	19.33	85	5280	01	85
6/1/2023	5912 4772-Brown Troy M	5/13/2023	CIBO PIZZERIA	IUG Conf:Dinner-Brown, Troy 05/2023	31.88	10	5280	01	10
6/1/2023	5912 4772-Brown Troy M	5/13/2023	CIBO PIZZERIA	IUG Conf:Dinner-Brandon, Dena & Jennifer 05/2023	95.64	85	5280	01	85
6/1/2023	5912 4772-Brown Troy M	5/13/2023	UBER	IUG Conf:Uber-Brown, Troy 05/2023	4.11	10	5275	01	10
6/1/2023	5912 4772-Brown Troy M	5/13/2023	UBER	IUG Conf:Uber-Brown, Troy 05/2023	8.51	10	5275	01	10
6/1/2023	5912 4772-Brown Troy M	5/13/2023	UBER	IUG Conf:Uber-Brandon, Dena & Jennifer 05/2023	12.31	85	5275	01	85
6/1/2023	5912 4772-Brown Troy M	5/13/2023	UBER	IUG Conf:Uber-Brandon, Dena & Jennifer 05/2023	25.54	85	5275	01	85
6/1/2023	5912 4772-Brown Troy M	5/14/2023	AMAZON	EDW:Monitor Mount Stand & Ports (5) 05/2023	123.69	85	5360	01	85
6/1/2023	5912 4772-Brown Troy M	5/14/2023	BLANCO	IUG Conf:Dinner-Brown, Troy 05/2023	27.47	10	5280	01	10
6/1/2023	5912 4772-Brown Troy M	5/14/2023	BLANCO	IUG Conf:Dinner-Dena & Jennifer 05/2023	54.95	85	5280	01	85
6/1/2023	5912 4772-Brown Troy M	5/14/2023	CARTEL ROASTING	IUG Conf:Breakfast-Brown, Troy 05/2023	19.66	10	5280	01	10
6/1/2023	5912 4772-Brown Troy M	5/14/2023	CITY OF STL-LAMBERT	IUG Conf:Parking-Brown, Troy 05/2023	17.50	10	5275	01	10
6/1/2023	5912 4772-Brown Troy M	5/14/2023	CITY OF STL-LAMBERT	IUG Conf:Parking-Porter, Dena 05/2023	17.50	85	5275	01	10
6/1/2023	5912 4772-Brown Troy M	5/14/2023	PEGASO TAXI	IUG Conf:Taxi-Brown, Troy 05/2023	8.94	10	5275	01	10
6/1/2023	5912 4772-Brown Troy M	5/14/2023	PEGASO TAXI	IUG Conf:Taxi-Dena, Jennifer & Brandon 05/2023	26.82	85	5275	01	85
6/1/2023	5912 4772-Brown Troy M	5/15/2023	SHERATON PHOENIX	IUG Conf:Lodging-Brown, Troy 05/2023	963.60	10	5285	01	10
6/1/2023	5912 4772-Brown Troy M	5/15/2023	TELCO BILL CENTER	EDW:Elevator & Fax Lines 05/2023	22.58	10	5400	01	10
6/1/2023	5912 4772-Brown Troy M	5/15/2023	TELCO BILL CENTER	EDW:Fax Lines 05/2023	8.34	32	5400	01	32
6/1/2023	5912 4772-Brown Troy M	5/15/2023	TELCO BILL CENTER	EDW:Elevator & Fax Lines 05/2023	22.58	85	5400	01	85

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Credit Card						Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
6/1/2023	5912 4772-Brown Troy M	5/17/2023	PIPEDRIVE	PipeDrive Monthly Subscription 05/2023	15.78	10	5550	01	10
6/1/2023	5912 4772-Brown Troy M	5/18/2023	INCREDIBLY DELICIOUS	Hospitality-ISLAC Mtg- 1 Staff & 4 Guests 05/2023	83.67	10	5290	01	10
6/1/2023	5912 4772-Brown Troy M	5/18/2023	STAYBRIDGE SUITES	ISLAC Mtg:Lodging-Brown, Troy 05/2023	96.90	10	5265	01	10
6/1/2023	5912 4772-Brown Troy M	5/22/2023	AMAZON	EDW:External Storage Drives & Storage Cases (2) 05/2023	523.96	31	5360	01	31
6/1/2023	5912 4772-Brown Troy M	5/26/2023	AMAZON	CAR:USB Hubs (5) 05/2023	<u>62.45</u>	85	5360	01	85
	Total 5912 4772-Brown Troy M				5,762.99				
6/1/2023	6354 1516-Kates Linda	5/5/2023	ENTERPRISE	Staff Day - CHA Van Rental 05/2023	202.68	10	5058	01	10
6/1/2023	6354 1516-Kates Linda	5/15/2023	CHAMPAIGN FORD	U36092 - Installation of Bulkhead 05/2023	1,335.00	10	5210	02	20
6/1/2023	6354 1516-Kates Linda	5/18/2023	MENARDS	CHA:Gloves for Delivery 05/2023	9.99	10	5385	02	20
6/1/2023	6354 1516-Kates Linda	5/19/2023	USPS	CHA:Postage 05/2023	4.35	10	5370	02	10
6/1/2023	6354 1516-Kates Linda	5/21/2023	AMAZON	CHA:Mouse Pad with Wrist Rest 05/2023	23.99	10	5360	02	10
6/1/2023	6354 1516-Kates Linda	5/21/2023	AMAZON	CHA:Windshield Glass Cleaning Tool 05/2023	<u>16.58</u>	10	5385	02	20
	Total 6354 1516-Kates Linda				1,592.59				
6/1/2023	6359 8292-Greve Penrod Shandi	5/3/2023	EVENTBRITE AMA	AMA Luncheon-5 Key Bldg Blocks:Registration-Greve Penrod, Shandi 05/2023	<u>39.19</u>	10	5290	01	10
	Total 6359 8292-Greve Penrod Shandi				39.19				
6/1/2023	6613 2453-Bednar Leslie M	5/4/2023	AMAZON	EDW:Bungee Cords & Socket Set 05/2023	49.07	10	5385	01	20
6/1/2023	6613 2453-Bednar Leslie M	5/4/2023	EDISONS	Staff Day - Venue & Food Final Payment 05/2023	2,729.14	10	5058	01	10
6/1/2023	6613 2453-Bednar Leslie M	5/10/2023	SAMS CLUB	EDW:Bath Tissue & Hand Soap 05/2023	84.28	10	5190	01	10
6/1/2023	6613 2453-Bednar Leslie M	5/11/2023	AMAZON	EDW:Fuel Filler Door Kit 05/2023	49.02	10	5210	01	20
6/1/2023	6613 2453-Bednar Leslie M	5/15/2023	PIZZA HUT	Working Lunch-Pizza for Staff- 05/2023	101.87	10	5290	01	10
6/1/2023	6613 2453-Bednar Leslie M	5/16/2023	AMAZON	Staff Welcome Packet Supplies 05/2023	23.99	10	5057	01	10
6/1/2023	6613 2453-Bednar Leslie M	5/17/2023	AMAZON	EDW:Velcro Adhesive Dots 05/2023	25.58	10	5365	01	20
6/1/2023	6613 2453-Bednar Leslie M	5/18/2023	INCREDIBLY DELICIOUS	ISLAC Mtg:Lunch-Bednar, Leslie 05/2023	26.44	10	5260	01	10
6/1/2023	6613 2453-Bednar Leslie M	5/19/2023	AMAZON	EDW:Delivery Totes (60) 05/2023	1,083.90	10	5385	01	20
6/1/2023	6613 2453-Bednar Leslie M	5/31/2023	CHAMPAIGN FORD	U35065 - Rebuild Transmission	<u>6,957.25</u>	10	5210	02	22
	Total 6613 2453-Bednar Leslie M				11,130.54				
6/1/2023	6615 7831-Porter Dena	5/13/2023	CHIPOTLE	IUG Conf:Lunch-Porter, Dena 05/2023	<u>27.34</u>	85	5280	01	85
	Total 6615 7831-Porter Dena				27.34				
6/1/2023	6792 9931-Trevino Jill	5/3/2023	SAMS CLUB	Staff Welcome Packet Supplies 05/2023	43.48	10	5057	01	10
6/1/2023	6792 9931-Trevino Jill	5/3/2023	SAMS CLUB	Staff Day - Cupcakes & Plates 05/2023	72.92	10	5058	01	10
6/1/2023	6792 9931-Trevino Jill	5/22/2023	WENDYS	LIMRICC Board Mtg:Lunch-Trevino, Jill 05/2023	15.26	10	5260	01	10
6/1/2023	6792 9931-Trevino Jill	5/23/2023	HILTON GARDEN INN	LIMRICC Board Mtg:Dinner-Trevino, Jill 05/2023	15.00	10	5260	01	10
6/1/2023	6792 9931-Trevino Jill	5/23/2023	HILTON GARDEN INN	LIMRICC Board Mtg:Lunch-Trevino, Jill 05/2023	15.05	10	5260	01	10
6/1/2023	6792 9931-Trevino Jill	5/23/2023	HILTON GARDEN INN	LIMRICC Board Mtg:Lodging-Trevino, Jill 05/2023	169.24	10	5265	01	10

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6/1/2023	6792 9931-Trevino Jill	5/23/2023	MCDONALDS	LIMRICC Board Mtg:Dinner-Trevino, Jill 05/2023	11.13	10	5260	01	10	
6/1/2023	6792 9931-Trevino Jill	5/25/2023	ILA	Job Posting-CHA-Cataloger 05/2023	100.00	85	5070	01	85	
6/1/2023	6792 9931-Trevino Jill	5/26/2023	AMTRAK	ALA Conf:Trainfare-Trevino, Jill 05/2023	79.00	10	5255	01	10	
6/1/2023	6792 9931-Trevino Jill	5/26/2023	CRUMBL	Cookies-Get Well-Sparrow, Rick 05/2023	<u>40.23</u>	10	5057	01	10	
	Total 6792 9931-Trevino Jill				561.31					
6/1/2023	6820 4888-Parr Casey	5/2/2023	TODAYS TECH	U33022 - Change Oil/Filter & Tire Rotation 05/2023	68.26	10	5210	04	20	
6/1/2023	6820 4888-Parr Casey	5/6/2023	FINISH LINE	U35061 - Van Wash 05/2023	17.99	10	5210	04	20	
6/1/2023	6820 4888-Parr Casey	5/12/2023	TODAYS TECH	U33806 - Change Oil/Filter & Tire Rotation 05/2023	82.56	10	5210	04	20	
6/1/2023	6820 4888-Parr Casey	5/16/2023	TODAYS TECH	U35061 - Change Oil/Filter & Replace Wiper Blades 05/2023	85.28	10	5210	04	22	
6/1/2023	6820 4888-Parr Casey	5/17/2023	TODAYS TECH	U33806 - Tire Repair 05/023	21.92	10	5210	04	20	
6/1/2023	6820 4888-Parr Casey	5/30/2023	FINISH LINE	U33021 - Van Wash 05/2023	17.99	10	5210	04	20	
6/1/2023	6820 4888-Parr Casey	5/30/2023	FINISH LINE	U33022 - Van Wash 05/2023	17.99	10	5210	04	20	
6/1/2023	6820 4888-Parr Casey	5/31/2023	TODAYS TECH	U33022 - Tire Repair 05/2023	<u>21.92</u>	10	5210	04	20	
	Total 6820 4888-Parr Casey				333.91					
6/1/2023	6945 6065-Popit Ellen C	5/15/2023	ALA	ALA Conf:Refund-Transfer Registration from J Becker to J Short 05/2023	<u>(260.00)</u>	10	5290	01	10	
6/1/2023	6945 6065-Popit Ellen C	5/23/2023	ALA	ALA Conf:Registration-Trevino, Jill 05/2023	115.00	10	5290	01	10	
6/1/2023	6945 6065-Popit Ellen C	5/25/2023	WEBMASTERS.COM	iLEAD Website Design - Down Payment 05/2023	<u>2,700.00</u>	31	5520	01	31	
	Total 6945 6065-Popit Ellen C				2,555.00					
6/1/2023	6980 5857-Baugh Jennifer	5/9/2023	BLANCO	IUG Conf:Dinner-Baugh, Jennifer 05/2023	34.65	85	5280	01	85	
6/1/2023	6980 5857-Baugh Jennifer	5/9/2023	WOODY CREEK	IUG Conf:Lunch-Baugh, Jennifer 05/2023	18.36	85	5280	01	85	
6/1/2023	6980 5857-Baugh Jennifer	5/10/2023	CHIC FIL A	IUG Conf:Lunch-Baugh, Jennifer 05/2023	12.04	85	5280	01	85	
6/1/2023	6980 5857-Baugh Jennifer	5/10/2023	SHERATON PHOENIX	IUG Conf:Breakfast-Baugh, Jennifer 05/2023	24.44	85	5280	01	85	
6/1/2023	6980 5857-Baugh Jennifer	5/10/2023	UBER	IUG Conf:Uber-Baugh, Jennifer 05/2023	24.95	85	5275	01	85	
6/1/2023	6980 5857-Baugh Jennifer	5/12/2023	BOSA DONUTS	IUG Conf:Breakfast-Jennifer & Dena 05/2023	16.78	85	5280	01	85	
6/1/2023	6980 5857-Baugh Jennifer	5/13/2023	UBER	IUG Conf:Uber-Dena, Troy & Jennifer 05/2023	35.17	85	5275	01	85	
6/1/2023	6980 5857-Baugh Jennifer	5/14/2023	PANERA	IUG Conf:Breakfast-Jennifer & Brandon 05/2023	25.04	85	5280	01	85	
6/1/2023	6980 5857-Baugh Jennifer	5/14/2023	UBER	IUG Conf:Uber-Baugh, Jennifer 05/2023	<u>38.17</u>	85	5275	01	85	
	Total 6980 5857-Baugh Jennifer				229.60					
6/1/2023	7107 3890-Gregory Leah	5/17/2023	MCDONALDS	Site Visits:Lunch-Gregory, Leah 05/2023	6.00	10	5260	01	10	
6/1/2023	7107 3890-Gregory Leah	5/18/2023	COURTYARD BY MARRIOTT	Site Visits:Lodging-Gregory, Leah 05/2023	171.37	10	5265	01	10	
6/1/2023	7107 3890-Gregory Leah	5/31/2023	USPS	EDW:Postage 05/2023	<u>4.78</u>	10	5370	01	10	
	Total 7107 3890-Gregory Leah				182.15					
6/1/2023	7825 3576-Furby Leanne	5/25/2023	DESIGNCROWD.COM	iLEAD Power Point Design 05/2023	<u>264.16</u>	31	5520	01	31	
	Total 7825 3576-Furby Leanne				264.16					

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	
6/1/2023	8961 4023-Cook Jace	5/2/2023	AMTRAK	Alliance for Library Impact Conf:Trainfare-Thompson, Cassie 05/2023	58.00	85	5255	01	85	
6/1/2023	8961 4023-Cook Jace	5/2/2023	USPS	EDW:Postage 05/2023	20.82	85	5370	01	85	
6/1/2023	8961 4023-Cook Jace	5/3/2023	CELEBRATE.BUZZ	Staff Day - Video Compilation 05/2023	30.58	10	5058	01	10	
6/1/2023	8961 4023-Cook Jace	5/3/2023	JOES PIZZA	SHARE Finance Mtg - Food 05/2023	165.37	85	5290	01	85	
6/1/2023	8961 4023-Cook Jace	5/9/2023	FAMILY DOLLAR	SHARE Finance Mtg - Supplies 05/2023	29.05	85	5290	01	85	
6/1/2023	8961 4023-Cook Jace	5/15/2023	SHERATON PHOENIX	IUG Conf:Lodging-Baugh, Jennifer 05/2023	1,204.50	85	5285	01	85	
6/1/2023	8961 4023-Cook Jace	5/15/2023	SHERATON PHOENIX	IUG Conf:Lodging-Porter, Dena 05/2023	963.60	85	5285	01	85	
6/1/2023	8961 4023-Cook Jace	5/25/2023	AMTRAK	ALA Conf:Trainfare-Kite, Kate 05/2023	<u>90.00</u>	10	5255	01	10	
Total 8961 4023-Cook Jace					2,561.92					

Report Transaction Totals

27,006.13

Non-routine Credit Card Transactions Explanations

Brown, Troy M - Telephone lines used by SHARE to send telephone notifications to library patrons.

Purchase of tablet to be used by SHARE staff while traveling for training.

Kates, Linda - Installation of bulkhead on new 2023 Ford cargo van. This is to prevent the cargo from entering into the cab of the van during a hard stop or accident.

Greve Penrod, Shandi - Registration for the American Marketing Association (AMA) Luncheon: Brand Foundations-5Key Building Blocks in St. Louis.

Bednar, Leslie M. - Payment made for the remaining balance of the IHLS Staff Day venue and food.

Cost to rebuild the transmission of the F-450 Ford Super Duty box truck at the Champaign office. This was the lowest bid received by vendors that were able work on this size of vehicle.

Popit, Ellen - Registration for the American Library Association (ALA) conference for Josh Short and Jill Trevino. They are attending in the place of Leslie Bednar and John Becker.

Downpayment for the iLEAD Library Trustee Training grant portal website design fees due at the signing of the contract.

Furby, Leanne - Design fees for a PowerPoint design to be used for the iLEAD Library Trustee Training grant.