

Illinois Heartland Library System
Disbursement Summary Report
From 06/01/2024 Through 06/30/2024

Attachment 7.1

Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Description	Transaction Amount
				Code			
6/6/2024	ACHIMRFMay2024	No	Illinois Municipal Retirement Fund	10		May 2024 IMRF Payment	11,021.79
6/6/2024		No	Illinois Municipal Retirement Fund	27		May 2024 IMRF Payment	1,652.90
6/6/2024		No	Illinois Municipal Retirement Fund	31		May 2024 IMRF Payment	450.83
6/6/2024		No	Illinois Municipal Retirement Fund	32		May 2024 IMRF Payment	877.06
6/6/2024		No	Illinois Municipal Retirement Fund	85		May 2024 IMRF Payment	4,479.00
6/7/2024	ACHPR-06072024	No	Paylocity	10		Net Payroll Payment for Payroll 06/07/2024	71,436.52
6/7/2024		No	Paylocity	27		Net Payroll Payment for Payroll 06/07/2024	11,653.65
6/7/2024		No	Paylocity	31		Net Payroll Payment for Payroll 06/07/2024	3,037.13
6/7/2024		No	Paylocity	32		Net Payroll Payment for Payroll 06/07/2024	2,652.60
6/7/2024		No	Paylocity	85		Net Payroll Payment for Payroll 06/07/2024	25,825.87
6/7/2024	ACHTax -	No	Paylocity	10		Tax Liability Payment for Payroll 06/07/2024	26,186.30
6/7/2024		No	Paylocity	27		Tax Liability Payment for Payroll 06/07/2024	4,362.75
6/7/2024		No	Paylocity	31		Tax Liability Payment for Payroll 06/07/2024	1,098.45
6/7/2024		No	Paylocity	32		Tax Liability Payment for Payroll 06/07/2024	1,245.47
6/7/2024		No	Paylocity	85		Tax Liability Payment for Payroll 06/07/2024	9,634.94
6/13/2024	25142	No	AAIM EA Training and Consulting LLC	10		Pre-Employment Background Check - Sorter (4) & Courier (1)	328.80
6/13/2024		No	AAIM EA Training and Consulting LLC	85		Pre-Employment Background Check - Sorter (4) & Courier (1)	56.20
6/13/2024	25143	No	TAH Concepts LLC d/b/a Alternative	32		Traverse Maint Agreement 07/23/2024-07/22/2025	3,864.29 A
6/13/2024	25144	No	Ameren Illinois	10		EDW:Gas 05/01-06/01/2024	55.74
6/13/2024	25145	No	Ameren Illinois	10		EDW:Electric & Lighting Srvcs 05/01-06/01/2024	1,187.89
6/13/2024	25146	No	American Pest Control	10		CHA:Monthly Extermination 06/07/2024	40.00
6/13/2024	25147	No	Apple Inc	31		MAC Mini Laptop	1,818.00 B
6/13/2024		No	Apple Inc	85		Laptop, Mouse & Keyboard	2,879.00
6/13/2024	25148	No	Beaumont Tire & Auto Repair	10		U35062 - Replace Tire (1)	159.50
6/13/2024	25149	No	Troy Brown	10		Mileage Reimb - Reaching Forward South Conf 04/18-04/19/2024	132.66
6/13/2024	25150	No	Buildingstars Operations Inc	10		Janitorial Services 06/01-06/30/2024	670.00
6/13/2024	25151	No	Elan Financial Services	10		Busey Credit Card Stmt Ending 06/03/2024	14,424.86
6/13/2024		No	Elan Financial Services	27		Busey Credit Card Stmt Ending 06/03/2024	227.32
6/13/2024		No	Elan Financial Services	31		Busey Credit Card Stmt Ending 06/03/2024	1,963.82
6/13/2024		No	Elan Financial Services	32		Busey Credit Card Stmt Ending 06/03/2024	1,453.66
6/13/2024		No	Elan Financial Services	85		Busey Credit Card Stmt Ending 06/03/2024	1,275.00
6/13/2024	25152	No	ByWater Solutions LLC	85		Aspen Annual Fee 07/01/2024-06/30/2025	69,375.00 C
6/13/2024	25153	No	Dave's Precision Mowing	10		CHA:Mowing/Trimming/Blowing 05/06/2024	80.00
6/13/2024		No	Dave's Precision Mowing	10		CHA:Mowing/Trimming/Blowing 05/09/2024	80.00
6/13/2024		No	Dave's Precision Mowing	10		CHA:Mowing/Trimming/Blowing 05/15/2024	80.00
6/13/2024		No	Dave's Precision Mowing	10		CHA:Mowing/Trimming/Blowing 05/21/2024	80.00
6/13/2024		No	Dave's Precision Mowing	10		CHA:Mowing/Trimming/Blowing 05/28/2024	80.00
6/13/2024	25154	No	ESS Clean Inc	10		CHA:Janitorial Srvcs June 2024	1,095.00
6/13/2024	25155	No	Fast Forward Libraries LLC	10		Strategic Planning Consultation	9,500.00 D
6/13/2024		No	Fast Forward Libraries LLC	31		Strategic Planning & Succession Planning Course	3,000.00
6/13/2024	25156	No	Ford & Harrison LLP	10		Legal Counsel re:General Employment Matters 05/20-05/29/2024	990.00
6/13/2024	25157	No	Leanne Furby	31		Meal & Mileage Reimb - iLEAD Workshops & Conf 05/08-05/11/2024	489.71
6/13/2024	25158	No	George Alarm Co Inc	10		EDW:Fire/Burglar/Elevator Alarm Monitoring 07/01-09/30/2024	285.45
6/13/2024	25159	No	George Alarm	10		CHA:Fire/Burglar/Elevator Alarm Monitoring 07/01-09/30/2024	132.30
6/13/2024	25160	No	Heyl Royster	31		Legal Counsel re:LTT Training Grant 02/02-05/03/2024	4,500.00 E
6/13/2024	25161	No	Judith N Hoffman	31		Communications Plan Course Material	2,500.00 F
6/13/2024	25162	No	HR Source	10		HR Source Grant 07/01/2024-06/30/2025	10,200.00 G
6/13/2024		No	HR Source	10		Navigating HR Ethics Training 05/20/2024	1,950.00 H
6/13/2024	25163	No	i3 Broadband - CU	10		Internet 06/01-06/30/2024	11.67
6/13/2024		No	i3 Broadband - CU	27		Internet 06/01-06/30/2024	11.66
6/13/2024		No	i3 Broadband - CU	85		Internet 06/01-06/30/2024	11.66
6/13/2024	25164	No	Illinois American Water	10		CHA:Water 05/01-05/31/2024	39.06
6/13/2024	25165	No	Illinois Library Association	10		Director's University Financial Aid - Continuing Education for Members	600.00 I
6/13/2024		No	Illinois Library Association	10		Illinois Library Laws & Rules Book 2024 (350)	8,750.00 J
6/13/2024	25166	No	Hanan Jaber	85		Mileage Reimb - Reaching Forward South Conf 04/18-04/19/2024	215.74
6/13/2024		No	Hanan Jaber	85		Reaching Forward South Conf:Reimb for Food & Hotel - Jaber	215.21
6/13/2024	25167	No	Liberty Mutual Insurance Company	10		Employee Dishonesty Bond/Policy Coverage 07/01/2024-06/30/2025	2,052.00 K
6/13/2024	25168	No	Marketview Car Wash	10		U35987, U36092 & U37012 - Van Wash	30.00
6/13/2024	25169	No	Midwest Automotive & Diesel	10		U35065 - Change Oil/Filter	74.65
6/13/2024	25170	No	Mountain Valley Water of Carbondale	10		CAR:5 Gallon Purified Water Bottle (2)	15.50
6/13/2024	25171	No	NCPERS Group Life Ins	10		Supp Life Ins 07/01-07/31/2024	156.00

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				Code			Amount
6/13/2024		No	NCPERS Group Life Ins	27		Supp Life Ins 07/01-07/31/2024	16.00
6/13/2024		No	NCPERS Group Life Ins	31		Supp Life Ins 07/01-07/31/2024	12.00
6/13/2024		No	NCPERS Group Life Ins	32		Supp Life Ins 07/01-07/31/2024	24.00
6/13/2024		No	NCPERS Group Life Ins	85		Supp Life Ins 07/01-07/31/2024	64.00
6/13/2024	25172	No	Nextgen Solutions	10		Copier Usage Chrg 05/01-05/31/2024	15.27
6/13/2024		No	Nextgen Solutions	85		Copier Usage Chrg 05/01-05/31/2024	9.41
6/13/2024	25173	No	OCLC Inc	85		eBooks Subscription Purchases 05/01-05/31/2024	11,859.54 L
6/13/2024	25174	No	Katherine Parker	31		Facilities 101 Course Material	2,500.00 M
6/13/2024	25175	No	James Rachlin	31		Finance Module Course Materials	4,000.00 N
6/13/2024	25176	No	Republic Services # 350	10		EDW:Trash & Recycling Removal 06/01-06/30/2024	227.42
6/13/2024	25177	No	SIUC Research Park Inc	10		CAR:Office Leasing, Electric & Lighting Srvc & Fiber Internet	9,251.59
6/13/2024		No	SIUC Research Park Inc	85		CAR:Office Leasing, Electric & Lighting Srvc & Fiber Internet	10.00
6/13/2024	25178	No	Speed Lube # 14	10		U35767 - Change Oil/Filter	79.95
6/13/2024		No	Speed Lube # 14	10		U35987 - Change Oil/Filter	91.45
6/13/2024	25179	No	Uline	10		Cable Ties (5 pk)	159.60
6/13/2024	25180	No	Verizon	10		GPS Tracking & Roadside Assistance (23 Units) 05/01-05/31/2024	435.85
6/13/2024	25181	No	Walker Tire	10		U35065 - Tire Rotation	40.00
6/13/2024	25182	No	Xerox Financial Services	10		Copier Base & Usage Chrg 04/30-05/29/2024	267.89
6/13/2024		No	Xerox Financial Services	27		Copier Base & Usage Chrg 04/30-05/29/2024	134.18
6/13/2024		No	Xerox Financial Services	32		Copier Base & Usage Chrg 04/30-05/29/2024	225.78
6/13/2024		No	Xerox Financial Services	85		Copier Base & Usage Chrg 04/30-05/29/2024	134.18
6/13/2024	25183	No	Xerox Financial Services	10		Copier Base Chrg June 2024	121.84
6/13/2024		No	Xerox Financial Services	85		Copier Base Chrg June 2024	86.32
6/21/2024	ACH-INV2143712	No	Paylocity	10		Monthly HRIS System & Payroll Srvc - June 2024	1,086.44
6/21/2024	ACHPR-06212024	No	Paylocity	10		Net Payroll Payment for Payroll 06/21/2024	74,139.92
6/21/2024		No	Paylocity	27		Net Payroll Payment for Payroll 06/21/2024	11,651.63
6/21/2024		No	Paylocity	31		Net Payroll Payment for Payroll 06/21/2024	3,037.03
6/21/2024		No	Paylocity	32		Net Payroll Payment for Payroll 06/21/2024	2,784.26
6/21/2024		No	Paylocity	85		Net Payroll Payment for Payroll 06/21/2024	27,062.10
6/21/2024	ACHTax -	No	Paylocity	10		Tax Liability Payment for Payroll 06/21/2024	27,328.70
6/21/2024		No	Paylocity	27		Tax Liability Payment for Payroll 06/21/2024	4,362.31
6/21/2024		No	Paylocity	31		Tax Liability Payment for Payroll 06/21/2024	1,098.32
6/21/2024		No	Paylocity	32		Tax Liability Payment for Payroll 06/21/2024	1,345.09
6/21/2024		No	Paylocity	85		Tax Liability Payment for Payroll 06/21/2024	10,111.24
6/28/2024	25073	No	Tire Choice # 930	10		U33020 - Change Oil/Filter & Tire Rotation	(85.67)
6/28/2024		No	Tire Choice # 930	10		U33807 - Change Oil/Filter, Tire Rotation & Replace Wiper Blades	(144.01)
6/28/2024		No	Tire Choice # 930	10		U33849 - Change Oil/Filter & Replace Brake Pads & Rotors	(774.41)
6/28/2024		No	Tire Choice # 930	10		U35059 - Tire Repair, Replace Wiper Blades, Brake Pads & Rotors	(699.87)
6/28/2024		No	Tire Choice # 930	10		U35998 - Change Oil/Filter & Tire Rotation	(85.67)
6/28/2024	25184	No	Ameren Illinois	10		CHA:Electric & Lighting Srvc 05/15-06/16/2024	1,262.35
6/28/2024	25185	No	Ameren Illinois	10		CHA:Gas 05/01-06/01/2024	85.65
6/28/2024	25186	No	Association for Rural and Small Libraries	10		ARSL Institutional Memberships & Registrations	1,110.00 O
6/28/2024	25187	No	Arthur J Gallagher Risk Management	10		Cyber & Privacy Liability Coverage 07/01/2024-06/30/2025	5,356.00 P
6/28/2024	25188	No	AT&T	10		Internet 06/10-07/09/2024	214.93
6/28/2024		No	AT&T	27		Internet 06/10-07/09/2024	92.11
6/28/2024		No	AT&T	32		Internet 06/10-07/09/2024	92.11
6/28/2024		No	AT&T	85		Internet 06/10-07/09/2024	214.92
6/28/2024	25189	No	Health Care Service Corporation	10		Health Ins 07/01-07/31/2024	33,775.90
6/28/2024		No	Health Care Service Corporation	27		Health Ins 07/01-07/31/2024	6,345.83
6/28/2024		No	Health Care Service Corporation	32		Health Ins 07/01-07/31/2024	1,803.52
6/28/2024		No	Health Care Service Corporation	85		Health Ins 07/01-07/31/2024	14,344.28
6/28/2024	25190	No	BJ's Printables Inc	10		Shirt for Delivery	28.48
6/28/2024	25191	No	Loretta Broomfield	10		Board Member:Mileage Reimb 05/28/2024	26.60
6/28/2024	25192	No	Carle	10		Pre-employment Drug Screen & Fit for Duty Exam - Sorter	260.00
6/28/2024	25193	No	City of Edwardsville	10		EDW:Water & Sewer 03/25-05/27/2024	190.85
6/28/2024	25194	No	Constellation NewEnergy - Gas Division	10		CHA:Gas Supply 05/01-05/31/2024	32.48
6/28/2024	25195	No	DP Supply Inc	10		Janitorial Supplies	158.00
6/28/2024	25196	No	DELL MARKETING LP	32		Dell Curved Hub Monitor (3)	2,064.03
6/28/2024	25197	No	Dobbs Tire & Auto Centers	10		U35060 - Coolant & Transmission Flush	385.65
6/28/2024	25198	No	Gateway Occupational Health	85		Pre-employment Drug Screen - SHARE Member Engagement	55.00
6/28/2024	25199	No	Graybar Electric Company Inc	10		Freight for ZonIT Power Adapter Order (3)	20.07

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Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
6/28/2024		No	Graybar Electric Company Inc	10	ZonIT Power Adapters (3)	1,239.12
6/28/2024		No	Graybar Electric Company Inc	85	ZonIt Power Adapter for COLO Servers	413.04
6/28/2024	25200	No	Leah Gregory	10	Mileage Reimb - Site Visit Central PL 06/10/2024	15.16
6/28/2024	25201	No	Guardian	10	Dental, AD&D, Life & Vision Ins 07/01-07/31/2024	4,537.10
6/28/2024		No	Guardian	27	Dental, AD&D, Life & Vision Ins 07/01-07/31/2024	406.80
6/28/2024		No	Guardian	31	Dental, AD&D, Life & Vision Ins 07/01-07/31/2024	169.67
6/28/2024		No	Guardian	32	Dental, AD&D, Life & Vision Ins 07/01-07/31/2024	116.53
6/28/2024		No	Guardian	85	Dental, AD&D, Life & Vision Ins 07/01-07/31/2024	1,022.34
6/28/2024	25202	No	Heyl Royster	10	Legal Counsel re:Barcode Duplicator RFP Review	720.00
6/28/2024	25203	No	Technology Management Rev Fund	85	Bandwidth 05/01-05/31/2024	270.00
6/28/2024	25204	No	Illinois Library Association	27	ILA Membership Dues - Cataloger	100.00
6/28/2024	25205	No	Imel Pest Control Inc	10	EDW:Pest Control 06/17/2024	125.00
6/28/2024	25206	No	Instructure Inc	31	Canvas Credentials Implementation Fee	5,370.00
6/28/2024		No	Instructure Inc	31	Canvas Credentials Subscription	1,422.60
6/28/2024	25207	No	Ryan Johnson	10	Board Member:Mileage Reimb 05/28-06/25/2024	58.96
6/28/2024	25208	No	Lazerware Inc	10	Ubiquiti Switch, Injector & Ethernet Cables	258.73
6/28/2024	25209	No	Katherine Robberson/DBA Lens Change	10	Staff Day - Mental Health in the Workplace Presentation	300.00
6/28/2024	25210	No	Republic Services # 729	10	CHA:Trash & Recycling Removal 07/01-07/31/2024	199.49
6/28/2024	25211	No	Republic Services # 350	10	EDW:Trash & Recycling Removal 07/01-07/31/2024	410.61
6/28/2024	25212	No	Rooters American Maintenance Inc	66	EDW:Parking Lot Mill, 2in Overlay, Paint & Partial Subgrade	150,600.00 Q
6/28/2024	25213	No	Sallie Logan Public Library	10	Donation - Sympathy - Bruce Hickam	50.00
6/28/2024	25214	No	Selective Insurance Company of America	10	Property, General Liab, Vehicle, Umbrella & Workers Comp Ins 7/1/24-6/30/25	141,217.00 R
6/28/2024		No	Selective Insurance Company of America	27	Property, General Liab, Vehicle, Umbrella & Workers Comp Ins 7/1/24-6/30/25	483.00
6/28/2024		No	Selective Insurance Company of America	31	Property, General Liab, Vehicle, Umbrella & Workers Comp Ins 7/1/24-6/30/25	51.00
6/28/2024		No	Selective Insurance Company of America	32	Property, General Liab, Vehicle, Umbrella & Workers Comp Ins 7/1/24-6/30/25	113.00
6/28/2024		No	Selective Insurance Company of America	85	Property, General Liab, Vehicle, Umbrella & Workers Comp Ins 7/1/24-6/30/25	1,036.00
6/28/2024	25215	No	Shred-it USA	10	EDW:Shredding 05/24/2024	89.46
6/28/2024	25216	No	Speed Lube # 14	10	U36092 - Change Oil/Filter	136.45
6/28/2024		No	Speed Lube # 14	10	U37007 - Change Oil/Filter	115.95
6/28/2024	25217	No	St Charles City-County Library	10	Donation - Sympathy - Mike McGinn	50.00
6/28/2024	25218	No	Swank Movie Licensing USA	10	Copyright Compliance Site Licenses 07/01/2024-06/30/2025	11,109.00 S
6/28/2024	25219	No	Tire Choice # 930	10	U33020 - Change Oil/Filter & Tire Rotation	85.67
6/28/2024		No	Tire Choice # 930	10	U33807 - Change Oil/Filter, Tire Rotation & Replace Wiper Blades	144.01
6/28/2024		No	Tire Choice # 930	10	U33849 - Change Oil/Filter & Replace Brake Pads & Rotors	774.41
6/28/2024		No	Tire Choice # 930	10	U35059 - Tire Repair, Replace Wiper Blades, Brake Pads & Rotors	699.87
6/28/2024		No	Tire Choice # 930	10	U35998 - Change Oil/Filter & Tire Rotation	85.67
6/28/2024	25220	No	Verizon Wireless	10	Cellphone Srvcs, MIFI, Router & After Hrs Line 05/24-06/23/2024	784.53
6/28/2024		No	Verizon Wireless	32	Cellphone Srvcs, MIFI, Router & After Hrs Line 05/24-06/23/2024	8.34
6/28/2024		No	Verizon Wireless	85	Cellphone Srvcs, MIFI, Router & After Hrs Line 05/24-06/23/2024	342.74
6/28/2024	25221	No	Wex Bank	10	Fuel Charges 05/23-06/22/2024	14,060.78
6/28/2024		No	Wex Bank	85	Fuel Charges 05/23-06/22/2024	79.81
6/28/2024	25222	No	Lesley Zavediuk	10	Grant Services - June 2024	3,000.00
6/28/2024		No	Lesley Zavediuk	85	Aspen Implementation - June 2024	1,100.00

Total Disbursed

926,026.89

Non-routine Bill Payments Explanations

- A-** Annual maintenance agreement for the Traverse accounting software. This software supports the OCLC billing activity.
- B-** Purchase of a laptop for the iLEAD Library Trustee Training grant.
- C-** Annual support and hosting fee for Aspen (07/01/2024-06/30/2025).
- D-** Initial payment for consulting fees for the IHLS strategic planning and consultant fee for online course development for the iLEAD Library Trustee Training grant.
- E-** Consultant fee for online course development for the iLEAD Library Trustee Training grant.
- F-** Consultant fee for online course development for the iLEAD Library Trustee Training grant.
- G-** HR Source grant program that was offered to member libraries and will be partially reimbursed by participating libraries.
- H-** HR Source webinar series session #3 - "Navigating HR Ethics". This is partially reimbursed by participating libraries.
- I-** Registration fees for (3) IHLS member librarians to attend Director's University.
- J-** Purchase of (350) Illinois Library Laws & Rules Books to be sold to member libraries at a discounted rate.
- K-** Annual premium for the Employee Dishonesty Bond insurance coverage 07/01/2024-06/30/2025.

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- L-** *Purchase of eBooks from 05/01-05/31/24 & eBooks purchases to be reimbursed by participating libraries.*
- M-** *Consultant fee for online course development for the iLEAD Library Trustee Training grant.*
- N-** *Consultant fee for online course development for the iLEAD Library Trustee Training grant.*
- O-** *Registration for the Association for Rural & Small Libraries (ARSL) annual conference for (3) staff.*
- P-** *Annual premium for Cyber & Privacy Liability insurance 07/01/2024-06/30/2025.*
- Q-** *Parking lot resurfacing capital project at the Edwardsville office.*
- R-** *Annual premium for Property, Auto, General Liability, Umbrella, & Workers Comp Ins 07/01/2024-06/30/2025.*
- S-** *Purchased SWANK Copyright Compliance Site Licenses for 07/01/2024-06/30/2025 to be reimbursed by participating libraries.*

Illinois Heartland Library System

Credit Card Transactions

From 05/03/2024 Through 06/03/2024

Credit Card							Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code	Code
6/3/2024	0147 7661-Kite Kate	5/4/2024	PEORIA CIVIC CENTER	ILA Conf Committee Mtg:Parking - Kite 05/2024	10.00	10	5255	01	10	
6/3/2024	0147 7661-Kite Kate	5/20/2024	USPS	Postage 05/2024	8.00	10	5370	01	10	
6/3/2024	0147 7661-Kite Kate	5/22/2024	UNITED AIRLINES	COSLA CE Conf:Airfare - Kite 05/2024	<u>384.78</u>	10	1600			
	Total 0147 7661-Kite Kate				402.78					
6/3/2024	0681 0526-Flessner Laura	5/9/2024	NORRIS TIRE	U37011 - Tire Repair 05/2024	27.18	10	5210	02	20	
6/3/2024	0681 0526-Flessner Laura	5/13/2024	ENTERPRISE	Staff Day - Van Rental for CHA 05/2024	566.50	10	5058	01	10	
6/3/2024	0681 0526-Flessner Laura	5/29/2024	TUSCOLA PRO TOWING	U35062 - Towing 05/2024	<u>227.63</u>	10	5210	02	20	
	Total 682 0526-Flessner Laura				821.31					
6/3/2024	1090 8459-Caskey Matthew	5/2/2024	DREAMHOST	Domain Name - Jerseyville Library 05/2024	17.99	10	5840	01	10	
6/3/2024	1090 8459-Caskey Matthew	5/11/2024	DREAMHOST	Domain Name - Icls.org 05/2024	17.99	85	5580	01	85	
6/3/2024	1090 8459-Caskey Matthew	5/17/2024	DREAMHOST	Domain Name - Smithton PL 05/2024	17.99	10	5840	01	10	
6/3/2024	1090 8459-Caskey Matthew	5/23/2024	UPS STORE	Shipping 05/2024	14.80	85	5370	01	85	
6/3/2024	1090 8459-Caskey Matthew	5/29/2024	AMAZON	Logitech Wireless Keyboard & Mouse Combo (4) 05/2024	268.00	32	5360	01	32	
6/3/2024	1090 8459-Caskey Matthew	5/30/2024	AMAZON	Logitech H390 Wired Headset (2) 05/2024	43.76	10	5360	01	10	
6/3/2024	1090 8459-Caskey Matthew	5/30/2024	AMAZON	Ear Pad Foam Replacement Cushions for Wireless Headset (2) 05/2024	19.98	32	5360	01	32	
6/3/2024	1090 8459-Caskey Matthew	5/30/2024	AMAZON	Logitech Ergonomic Wireless Mouse (2) 05/2024	137.78	32	5360	01	32	
6/3/2024	1090 8459-Caskey Matthew	5/30/2024	AMAZON	Logitech H390 Wired Headset (1) 05/2024	21.88	32	5360	01	32	
6/3/2024	1090 8459-Caskey Matthew	5/31/2024	DREAMHOST	Domain Name - Litchfield PL 05/2024	<u>17.99</u>	10	5840	01	10	
	Total 1090 8459-Caskey Matthew				578.16					
6/3/2024	1809 1250-Brown Troy M	5/1/2024	TELCO BILL CENTER	Elevator & Fax Lines 05/2024	22.58	10	5400	01	10	
6/3/2024	1809 1250-Brown Troy M	5/1/2024	TELCO BILL CENTER	Fax Lines 05/2024	8.34	32	5400	01	32	
6/3/2024	1809 1250-Brown Troy M	5/1/2024	TELCO BILL CENTER	Elevator & Fax Lines 05/2024	22.58	85	5400	01	85	
6/3/2024	1809 1250-Brown Troy M	5/2/2024	MAILCHIMP	Subscription:MailChimp Monthly 05/2024	76.68	10	5550	01	10	
6/3/2024	1809 1250-Brown Troy M	5/2/2024	MAILCHIMP	Subscription:MailChimp Monthly 05/2024	41.66	27	5550	01	27	
6/3/2024	1809 1250-Brown Troy M	5/2/2024	MAILCHIMP	Subscription:MailChimp Monthly 05/2024	16.66	31	5550	01	31	
6/3/2024	1809 1250-Brown Troy M	5/2/2024	PHONEPOWER	SHARE Annual Fee - Telephony Line 6 of 6 05/2024	142.42	85	5400	01	85	
6/3/2024	1809 1250-Brown Troy M	5/5/2024	MICROSOFT	Teams Phone Lines (22) 05/2024	337.00	10	5400	01	10	
6/3/2024	1809 1250-Brown Troy M	5/5/2024	MICROSOFT	Teams Phone Lines (9) 05/2024	144.00	27	5400	01	27	
6/3/2024	1809 1250-Brown Troy M	5/5/2024	MICROSOFT	Teams Phone Lines (2) 05/2024	32.00	31	5400	01	31	
6/3/2024	1809 1250-Brown Troy M	5/5/2024	MICROSOFT	Teams Phone Lines (4) 05/2024	64.00	32	5400	01	32	
6/3/2024	1809 1250-Brown Troy M	5/5/2024	MICROSOFT	Teams Phone Lines (14) 05/2024	224.00	85	5400	01	85	
6/3/2024	1809 1250-Brown Troy M	5/6/2024	GRAMMARLY	Grammarly Subscription 05/2024	2,755.00	10	1600			
6/3/2024	1809 1250-Brown Troy M	5/6/2024	GRAMMARLY	Grammarly Subscription 05/2024	551.00	10	5550	01	10	
6/3/2024	1809 1250-Brown Troy M	5/8/2024	STARLINK	Starlink Internet 05/2024	110.00	10	5400	04	10	
6/3/2024	1809 1250-Brown Troy M	5/30/2024	1PASSWORD	1Password Manager Subscription (3) 05/2024	175.60	32	5550	01	32	
6/3/2024	1809 1250-Brown Troy M	5/31/2024	1PASSWORD	1Password Manager Subscription (1) 05/2024	58.27	32	5550	01	32	

Illinois Heartland Library System

Credit Card Transactions

From 05/03/2024 Through 06/03/2024

Credit Card							Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code	Code
6/3/2024	1809 1250-Brown Troy M	6/2/2024	MAILCHIMP	Subscription:MailChimp Monthly 06/2024	76.68	10	5550	01	10	
6/3/2024	1809 1250-Brown Troy M	6/2/2024	MAILCHIMP	Subscription:MailChimp Monthly 06/2024	41.66	27	5550	01	27	
6/3/2024	1809 1250-Brown Troy M	6/2/2024	MAILCHIMP	Subscription:MailChimp Monthly 06/2024	16.66	31	5550	01	31	
6/3/2024	1809 1250-Brown Troy M	6/2/2024	MICROSOFT	Online Cloud Backup 05/2024	251.11	10	5550	01	10	
6/3/2024	1809 1250-Brown Troy M	6/2/2024	MICROSOFT	Online Cloud Backup 05/2024	251.11	85	5550	01	85	
6/3/2024	1809 1250-Brown Troy M	6/2/2024	PIPEDRIVE	PipeDrive Monthly Subscription 05/2024	372.51	10	5550	01	10	
6/3/2024	1809 1250-Brown Troy M	6/2/2024	PIPEDRIVE	PipeDrive Monthly Subscription 05/2024	<u>372.51</u>	85	5550	01	85	
	Total 1809 1250-Brown Troy M				6,164.03					
6/3/2024	2884 5261-Thompson Angela	5/15/2024	SAMS CLUB	Janitorial Supplies 05/2024	81.74	10	5190	02	10	
6/3/2024	2884 5261-Thompson Angela	5/15/2024	SAMS CLUB	Office Supplies 05/2024	19.98	10	5365	02	10	
6/3/2024	2884 5261-Thompson Angela	5/15/2024	SAMS CLUB	Lens Wipes & Clorox Wipes 05/2024	22.86	10	5385	02	20	
6/3/2024	2884 5261-Thompson Angela	5/24/2024	BEST ONE	U36092 - Tire Repair 05/2024	<u>28.00</u>	10	5210	02	20	
	Total 2884 5261-Thompson Angela				152.58					
6/3/2024	3829 8527-Cook Jace	5/2/2024	AMAZON	Staff Day - Supplies 05/2024	169.99	10	5058	01	10	
6/3/2024	3829 8527-Cook Jace	5/13/2024	AMAZON	EDW:Delivery Other Vehicle Expense - Floor Mats 05/2024	8.10	10	5245	02	20	
6/3/2024	3829 8527-Cook Jace	5/15/2024	AMAZON	Office Supplies 05/2024	21.59	85	5365	01	85	
6/3/2024	3829 8527-Cook Jace	5/17/2024	AMAZON	EDW:Delivery Other Vehicle Expense - Floor Mats 05/2024	<u>179.98</u>	10	5245	02	20	
	Toatl 3829 8527-Cook Jace				379.66					
6/3/2024	4924 2137-McInerney Lia	5/2/2024	RAINED OUT	Rained Out Text Alert System 05/2024	40.00	10	5400	01	20	
6/3/2024	4924 2137-McInerney Lia	5/14/2024	FORD PARTS	U33807 - Replacement Front Ford Ornament 05/2024	60.65	10	5210	01	20	
6/3/2024	4924 2137-McInerney Lia	5/23/2024	AUTOTIRE	U32517 - Replace Battery 05/2024	275.00	10	5210	01	20	
6/3/2024	4924 2137-McInerney Lia	5/23/2024	AUTOTIRE	U33806 - Replace Battery 05/2024	274.98	10	5210	04	20	
6/3/2024	4924 2137-McInerney Lia	5/23/2024	WALMART	EDW:Washer Fluid (6) 05/2024	17.09	10	5210	01	20	
6/3/2024	4924 2137-McInerney Lia	5/28/2024	RAINED OUT	Rained Out Text Alert System 05/2024	40.00	10	5400	01	20	
6/3/2024	4924 2137-McInerney Lia	5/29/2024	AUTOTIRE	U37013 - Change Oil/Filter & Tire Rotation 05/2024	151.01	10	5210	01	20	
6/3/2024	4924 2137-McInerney Lia	5/29/2024	FORD PARTS	U35063 - Door Stop Bracket & Reinforcement 05/2024	76.38	10	5210	01	20	
6/3/2024	4924 2137-McInerney Lia	5/29/2024	ULINE	EDW:Wood Pallets (15) 05/2024	664.56	10	5195	01	10	
6/3/2024	4924 2137-McInerney Lia	5/29/2024	ULINE	EDW:ILDS Other Vehicle Expense - Ratchet Tie Downs (2) 05/2024	<u>46.50</u>	10	5245	01	22	
	Total 4924 2137-McInerney Lia				1,646.17					
6/3/2024	5645 2424-Bushong Stacie L	5/31/2024	ILA	Other Gifts - ILA Recognition for Retiring Board Member - Griffith 05/2024	50.00	10	5330	01	10	
6/3/2024	5645 2424-Bushong Stacie L	5/31/2024	ILA	Other Gifts - ILA Recognition for Retiring Board Member - Krouse 05/2024	<u>50.00</u>	10	5330	01	10	
	Total 5645 2424-Bushong Stacie L				100.00					
6/3/2024	6347 2659-Dettenmeier Colleen	5/1/2024	OFFICEMAX/OFFICEDEPOT	Office Supplies 05/2024	51.17	10	5365	01	10	
6/3/2024	6347 2659-Dettenmeier Colleen	5/10/2024	TARGET	Office Supplies 05/2024	<u>64.55</u>	10	5365	01	10	

Illinois Heartland Library System

Credit Card Transactions

From 05/03/2024 Through 06/03/2024

Credit Card							Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code	Code
	Total 6347 2659-Dettenmeier Colleen				115.72					
6/3/2024	6359 8292-Greve Penrod Shandi	5/3/2024	BJS PRINTABLES	PR/Marketing Misc - Gear for Conferences 05/2024	20.80	10	5330	01	10	
6/3/2024	6359 8292-Greve Penrod Shandi	5/9/2024	MINUTEMAN PRESS	Promotional Printing - Large Postcard (2000) 05/2024	606.22	31	5330	01	31	
6/3/2024	6359 8292-Greve Penrod Shandi	5/9/2024	MINUTEMAN PRESS	Postage - Large Postcard Mailing 05/2024	659.13	31	5370	01	31	
6/3/2024	6359 8292-Greve Penrod Shandi	5/14/2024	MINUTEMAN PRESS	Promotional Printing - IHLS Library Job Board Bookmarks (300) 05/2024	97.15	10	5330	01	10	
6/3/2024	6359 8292-Greve Penrod Shandi	5/14/2024	OFFICEMAX/OFFICEDEPOT	PR/Marketing Misc - Ink Stamper (2) 05/2024	33.01	10	5330	01	10	
6/3/2024	6359 8292-Greve Penrod Shandi	5/29/2024	FIVERR	Graphics Creation 05/2024	<u>60.53</u>	10	5330	01	10	
	Total 6359 8292-Greve Penrod Shandi				1,476.84					
6/3/2024	6613 2453-Bednar Leslie M	5/1/2024	NELCO SOLUTIONS	OCLC Checks 05/2024	245.70	32	5360	01	32	
6/3/2024	6613 2453-Bednar Leslie M	5/5/2024	AMAZON	Office Supplies 05/2024	39.98	32	5365	01	32	
6/3/2024	6613 2453-Bednar Leslie M	5/9/2024	SAMS CLUB	Janitorial Supplies 05/2024	47.12	10	5190	01	10	
6/3/2024	6613 2453-Bednar Leslie M	5/13/2024	AMAZON	EDW:Delivery Other Vehicle Expense - Handsfree Call Car Charger 05/2024	14.59	10	5245	01	20	
6/3/2024	6613 2453-Bednar Leslie M	5/13/2024	EDISONS	Staff Day - Food & Entertainment 05/2024	3,819.58	10	5058	01	10	
6/3/2024	6613 2453-Bednar Leslie M	5/18/2024	AMAZON	EDW:Delivery Other Vehicle Expense -U37013 & U37014 Floor Mats 05/2024	179.98	10	5245	01	20	
6/3/2024	6613 2453-Bednar Leslie M	5/19/2024	AMAZON	Office Supplies 05/2024	13.52	32	5365	01	32	
6/3/2024	6613 2453-Bednar Leslie M	5/19/2024	AMAZON	Office Supplies 05/2024	19.99	32	5365	01	32	
6/3/2024	6613 2453-Bednar Leslie M	5/20/2024	AMAZON	EDW:Elevator Key 05/2024	10.95	10	5180	01	10	
6/3/2024	6613 2453-Bednar Leslie M	5/21/2024	AMAZON	Delivery Supplies 05/2024	79.99	10	5385	01	20	
6/3/2024	6613 2453-Bednar Leslie M	5/22/2024	AMAZON	Toner Cartridges 05/2024	55.98	10	5360	01	10	
6/3/2024	6613 2453-Bednar Leslie M	5/22/2024	AMAZON	Office Supplies 05/2024	5.89	10	5365	01	10	
6/3/2024	6613 2453-Bednar Leslie M	5/22/2024	SAMS CLUB	Janitorial Supplies 05/2024	93.92	10	5190	01	10	
6/3/2024	6613 2453-Bednar Leslie M	5/22/2024	SAMS CLUB	Copy Paper (1) 05/2024	38.98	10	5360	01	10	
6/3/2024	6613 2453-Bednar Leslie M	5/22/2024	THE BAKERY NOOK	Working Lunch - 1 Staff & 1 Guest 05/2024	28.38	10	5290	01	10	
6/3/2024	6613 2453-Bednar Leslie M	5/26/2024	AMAZON	Office Supplies 05/2024	45.96	10	5365	01	10	
6/3/2024	6613 2453-Bednar Leslie M	5/29/2024	AMAZON	U35060 - Fuel Door Hinge & Housing Assembly 05/2024	48.90	10	5210	01	20	
6/3/2024	6613 2453-Bednar Leslie M	5/29/2024	AMAZON	Office Supplies 05/2024	59.99	32	5365	01	32	
6/3/2024	6613 2453-Bednar Leslie M	5/29/2024	MONROE SYSTEMS	Office Supplies 05/2024	208.47	32	5365	01	32	
6/3/2024	6613 2453-Bednar Leslie M	5/30/2024	AMAZON	Delivery Supplies 05/2024	12.99	10	5385	01	20	
6/3/2024	6613 2453-Bednar Leslie M	5/30/2024	AMAZON	Office Supplies 05/2024	5.17	32	5365	01	32	
6/3/2024	6613 2453-Bednar Leslie M	5/30/2024	AMAZON	Office Supplies 05/2024	38.99	32	5365	01	32	
6/3/2024	6613 2453-Bednar Leslie M	5/30/2024	AMAZON	Office Supplies 05/2024	68.00	32	5365	01	32	
6/3/2024	6613 2453-Bednar Leslie M	5/30/2024	CAFE MOXO	Working Lunch - ISLAC Mtg - 2 Staff 05/2024	41.19	10	5290	01	10	
6/3/2024	6613 2453-Bednar Leslie M	5/31/2024	ABILA CHECKS	AP Checks (1000) 05/2024	<u>363.97</u>	10	5725	01	10	
	Total 6613 2453-Bednar Leslie M				5,588.18					
6/3/2024	6773 3101-Taylor Sarah	5/15/2024	SAMS CLUB	Snacks for Staff Reimb Program 05/2024	<u>77.60</u>	10	5365	01	10	
	Total 6773 3101-Taylor Sarah				77.60					

Illinois Heartland Library System

Credit Card Transactions

From 05/03/2024 Through 06/03/2024

Credit Card							Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code	
6/3/2024	6792 9931-Trevino Jill	5/10/2024	DOLLAR TREE	Staff Day - Gift Basket Supplies 05/2024	<u>30.57</u>	10	5058	01	10	
	Total 6792 9931-Trevino Jill				30.57					
6/3/2024	6820 4888-Parr Casey	5/14/2024	TODAYS TECH	U35999 - Change Oil/Filter 05/2024	56.48	10	5210	04	20	
6/3/2024	6820 4888-Parr Casey	5/20/2024	TODAYS TECH	U37006 - Change Oil/Filter & Tire Rotation 05/2024	111.29	10	5210	04	20	
6/3/2024	6820 4888-Parr Casey	5/28/2024	TODAYS TECH	U37008 - Change Oil/Filter & Tire Rotation 05/2024	111.29	10	5210	04	20	
6/3/2024	6820 4888-Parr Casey	5/29/2024	TODAYS TECH	U37010 - Change Oil/Filter & Tire Rotation 05/2024	<u>111.29</u>	10	5210	04	20	
	Total 6820 4888-Parr Casey				390.35					
6/3/2024	7080 4774-Popit Ellen C	5/22/2024	ARSL	ARSL Institutional Membership 05/2024	<u>225.00</u>	10	5700	01	10	
	Total 7080 4774-Popit Ellen C				225.00					
6/3/2024	7107 3890-Gregory Leah	5/2/2024	MCDONALDS	Library Site Visit:Breakfast - Gregory 05/2024	6.89	10	5260	01	10	
6/3/2024	7107 3890-Gregory Leah	5/2/2024	MONICALS	Library Site Visit:Lunch - Gregory 05/2024	13.31	10	5260	01	10	
6/3/2024	7107 3890-Gregory Leah	5/3/2024	HARDEES	Library Site Visit:Lunch - Gregory 05/2024	10.73	10	5260	01	10	
6/3/2024	7107 3890-Gregory Leah	5/3/2024	HILTON GARDEN INN	Library Site Visit:Parking - Gregory 05/2024	12.00	10	5255	01	10	
6/3/2024	7107 3890-Gregory Leah	5/3/2024	HILTON GARDEN INN	Library Site Visit:Lodging - Gregory 05/2024	304.74	10	5265	01	10	
6/3/2024	7107 3890-Gregory Leah	5/3/2024	MCDONALDS	Library Site Visit:Breakfast - Gregory 05/2024	<u>6.89</u>	10	5260	01	10	
	Total 7107 3890-Gregory Leah				354.56					
6/3/2024	7825 3576-Furby Leanne	5/8/2024	ALLIANZ INS	Reaching Forward North Conf:Hotel Insurance Policy 05/2024	12.00	31	5265	01	31	
6/3/2024	7825 3576-Furby Leanne	5/9/2024	CONTINENTAL RESTAURANT	iLEAD Chicago Trip:Dinner - Furby 05/2024	27.76	31	5260	01	31	
6/3/2024	7825 3576-Furby Leanne	5/10/2024	HYATT REGENCY	iLEAD Chicago Trip:Brunch - Furby 05/2024	38.38	31	5260	01	31	
6/3/2024	7825 3576-Furby Leanne	5/11/2024	SPRINGHILL SUITES	iLEAD Chicago Trip:Food & Drink - Furby 05/2024	48.52	31	5260	01	31	
6/3/2024	7825 3576-Furby Leanne	5/11/2024	SPRINGHILL SUITES	iLEAD Chicago Trip:Lodging - Furby 05/2024	481.74	31	5265	01	31	
6/3/2024	7825 3576-Furby Leanne	5/11/2024	SPRINGHILL SUITES	iLEAD Chicago Trip:Internet Srvcs - Furby 05/2024	<u>24.75</u>	31	5400	01	31	
	Total 7825 3576-Furby Leanne				633.15					
6/3/2024	8207 7807-Porter Dena	5/9/2024	ALA	ALA Membership Dues - SHARE Administrative Srvcs Manager 05/2024	58.00	85	5700	01	85	
6/3/2024	8207 7807-Porter Dena	5/9/2024	ILA	ILA Membership Dues - SHARE Administrative Srvcs Manager 05/2024	<u>150.00</u>	85	5700	01	85	
	Total 8207 7807-Porter Dena				208.00					

Report Transaction Totals

19,344.66

Non-routine Credit Card Transactions Explanations

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

Purchase of an annual Grammarly subscription to aid in proofreading and grammar checks of IHLS documents.

McInerney, Lia - Purchase of (15) wood pallets to be used for the staging of delivery tubs in the Edwardsville garage.

Illinois Heartland Library System

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From 05/03/2024 Through 06/03/2024

Greve Penrod, Shandi - Promotional printing of (2000) large postcards and postage for mailing to promote the iLEAD Library Trustee Training.

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

Popit, Ellen - Annual institutional membership fee for the Association for Rural and Small Libraries (ARSL).

Porter, Dena - American Library Association (ALA) and Illinois Library Association (ILA) annual membership fees for Dena Porter.