

**Illinois Heartland Library System**  
Disbursement Summary Report  
From 03/01/2025 Through 03/31/2025

Attachment 5.1

Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Description	Transaction Amount
				Code	Transaction Description		
3/11/2025	ACHIMRFFeb2025	No	Illinois Municipal Retirement Fund	10	February 2025 IMRF Payment		11,453.91
3/11/2025		No	Illinois Municipal Retirement Fund	27	February 2025 IMRF Payment		1,875.38
3/11/2025		No	Illinois Municipal Retirement Fund	31	February 2025 IMRF Payment		210.12
3/11/2025		No	Illinois Municipal Retirement Fund	32	February 2025 IMRF Payment		898.32
3/11/2025		No	Illinois Municipal Retirement Fund	85	February 2025 IMRF Payment		4,867.00
3/13/2025	25757	No	ABC Heating & Air Conditioning Inc	10	CHA:Safety & Efficiency Maint Agreement 2025		1,597.00 <b>A</b>
3/13/2025	25758	No	Perspectives LTD c/o AllOne Health	10	Employee Assistance Program 03/01-03/31/2025		95.90
3/13/2025		No	Perspectives LTD c/o AllOne Health	27	Employee Assistance Program 03/01-03/31/2025		12.60
3/13/2025		No	Perspectives LTD c/o AllOne Health	31	Employee Assistance Program 03/01-03/31/2025		1.05
3/13/2025		No	Perspectives LTD c/o AllOne Health	32	Employee Assistance Program 03/01-03/31/2025		2.45
3/13/2025		No	Perspectives LTD c/o AllOne Health	85	Employee Assistance Program 03/01-03/31/2025		21.00
3/13/2025	25759	No	Ameren Illinois	10	CHA:Gas 02/01-03/01/2025		339.97
3/13/2025	25760	No	Ameren Illinois	10	EDW:Gas 02/01-03/01/2025		354.98
3/13/2025	25761	No	Ameren Illinois	10	EDW:Electric & Lighting Srvc 02/01-03/01/2025		1,059.09
3/13/2025	25762	No	American Pest Control	10	CHA:Monthly Extermination 03/07/2025		40.00
3/13/2025	25763	No	Arthur J Gallagher Risk Management	10	Public Official Bond 02/28/2025-02/27/2026		1,851.00 <b>B</b>
3/13/2025	25764	No	Joseph F Becker Inc	66	Edwardsville Bldg Tuckpointing		30,000.00 <b>C</b>
3/13/2025	25765	No	Buildingstars Operations Inc	10	Janitorial Srvc March 2025		670.00
3/13/2025	25766	No	Elan Financial Services	10	Busey Credit Card Stmt Ending 03/03/2025		18,733.69
3/13/2025		No	Elan Financial Services	27	Busey Credit Card Stmt Ending 03/03/2025		2,118.70
3/13/2025		No	Elan Financial Services	31	Busey Credit Card Stmt Ending 03/03/2025		378.81
3/13/2025		No	Elan Financial Services	32	Busey Credit Card Stmt Ending 03/03/2025		215.83
3/13/2025		No	Elan Financial Services	85	Busey Credit Card Stmt Ending 03/03/2025		4,609.25
3/13/2025	25767	No	Dobbs Tire & Auto Centers	10	U33807 - Change Oil/Filter		103.20
3/13/2025		No	Dobbs Tire & Auto Centers	10	U35063 - Change Oil/Filter		92.21
3/13/2025		No	Dobbs Tire & Auto Centers	10	U35998 - Change Oil/Filter & Replace Wiper Blades		146.11
3/13/2025	25768	No	ESS Clean Inc	10	Janitorial Srvc March 2025		1,095.00
3/13/2025	25769	No	Express Services Inc	10	Part-Time Temp Help - Sorter (19.84 hrs)		491.24
3/13/2025	25770	No	Ford & Harrison LLP	10	Legal Counsel re:Personal Vehicle Use Policy 02/28/2025 1.0 hrs		530.00
3/13/2025	25771	No	Gateway Occupational Health	10	Pre-employment Drug Screen - Courier		55.00
3/13/2025		No	Gateway Occupational Health	10	Pre-employment Fit for Duty Exam - Courier		65.00
3/13/2025	25772	No	George Alarm Co Inc	10	EDW:Fire/Burglar/Elevator Alarm Monitoring 04/01-06/30/2025		285.45
3/13/2025	25773	No	George Alarm	10	CHA:Fire/Burglar/Cell Backup Monitoring 04/01-06/30/2025		132.30
3/13/2025	25774	No	i3 Broadband - CU	10	Internet 03/01-03/31/2025		17.50
3/13/2025		No	i3 Broadband - CU	85	Internet 03/01-03/31/2025		17.49
3/13/2025	25775	No	Illinois American Water	10	CHA:Water 02/01-02/28/2025		57.67
3/13/2025	25776	No	Jensen Information Technologies Inc	10	WatchGuard Basic Security Suite Annual Renewal		2,664.98 <b>D</b>
3/13/2025		No	Jensen Information Technologies Inc	85	WatchGuard Basic Security Suite Annual Renewal		2,664.98
3/13/2025	25777	No	Kate Kite	10	Mileage Reimb - Trvl to Mississippi Valley LD Board Mtg 02/18/2025		6.59
3/13/2025	25778	No	Marketview Car Wash	10	U37012, U37007, U35987, U36092, U37011, U35767, U34175 - Van Wash		100.00
3/13/2025	25779	No	Mountain Valley Water of Carbondale	10	CAR:5 Gallon Purified Water Bottle (2)		31.00
3/13/2025	25780	No	OCLC Inc	85	eBooks Subscription Purchases 02/01-02/28/2025		13,930.48 <b>E</b>
3/13/2025	25781	No	Selective Insurance Company of America	10	Auto Insurance Endorsement/Policy Change 02/25-07/01/2025		3,318.00 <b>F</b>
3/13/2025	25782	No	Andrea Sellars	85	Mileage Reimb - Trvl to Benton HS Circ Training 02/26/2025		8.76
3/13/2025	25783	No	SIUC Research Park Inc	10	CAR:Office Leasing, Electric & Lighting Srvc & Fiber Internet		6,112.42
3/13/2025		No	SIUC Research Park Inc	85	CAR:Office Leasing, Electric & Lighting Srvc & Fiber Internet		10.00
3/13/2025	25784	No	Solo Products Inc	10	Delivery Tubs (100)		2,496.59 <b>G</b>
3/13/2025	25785	No	Speed Lube # 14	10	U37012 - Change Oil/Filter		118.95
3/13/2025	25786	No	Systemax Corporation	85	Promotional Branded Items - Sample Pen		37.02
3/13/2025	25787	No	Verizon	10	GPS Tracking (23 Units) 02/01-02/28/2025		401.35
3/13/2025	25788	No	Marlin Leasing Corp - PEAC Solutions	10	Copier Base Chrg March 2025		208.08
3/13/2025		No	Marlin Leasing Corp - PEAC Solutions	27	Copier Base Chrg March 2025		103.04
3/13/2025		No	Marlin Leasing Corp - PEAC Solutions	32	Copier Base Chrg March 2025		105.05
3/13/2025		No	Marlin Leasing Corp - PEAC Solutions	85	Copier Base Chrg March 2025		103.04
3/14/2025	ACHPR-03142025	No	Paylocity	10	Net Payroll Payment for Payroll 03/14/2025		78,538.47
3/14/2025		No	Paylocity	27	Net Payroll Payment for Payroll 03/14/2025		13,671.63
3/14/2025		No	Paylocity	31	Net Payroll Payment for Payroll 03/14/2025		1,523.17
3/14/2025		No	Paylocity	32	Net Payroll Payment for Payroll 03/14/2025		2,735.62
3/14/2025		No	Paylocity	85	Net Payroll Payment for Payroll 03/14/2025		27,494.78
3/14/2025	ACHTax -	No	Paylocity	10	Tax Liability Payment for Payroll 03/14/2025		28,887.08
3/14/2025		No	Paylocity	27	Tax Liability Payment for Payroll 03/14/2025		4,937.66

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Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Description	Transaction Amount
				Code			
3/14/2025		No	Paylocity	31		Tax Liability Payment for Payroll 03/14/2025	435.72
3/14/2025		No	Paylocity	32		Tax Liability Payment for Payroll 03/14/2025	1,278.60
3/14/2025		No	Paylocity	85		Tax Liability Payment for Payroll 03/14/2025	10,561.18
3/21/2025	ACH-INV2710560	No	Paylocity	10		Monthly HRIS System & Payroll Srvc - March 2025	1,106.44
3/28/2025	ACHPR-03282025	No	Paylocity	10		Net Payroll Payment for Payroll 03/28/2025	77,288.50
3/28/2025		No	Paylocity	27		Net Payroll Payment for Payroll 03/28/2025	13,676.07
3/28/2025		No	Paylocity	31		Net Payroll Payment for Payroll 03/28/2025	1,523.19
3/28/2025		No	Paylocity	32		Net Payroll Payment for Payroll 03/28/2025	2,727.43
3/28/2025		No	Paylocity	85		Net Payroll Payment for Payroll 03/28/2025	27,516.93
3/28/2025	ACHTax -	No	Paylocity	10		Tax Liability Payment for Payroll 03/28/2025	28,855.52
3/28/2025		No	Paylocity	27		Tax Liability Payment for Payroll 03/28/2025	4,938.69
3/28/2025		No	Paylocity	31		Tax Liability Payment for Payroll 03/28/2025	435.72
3/28/2025		No	Paylocity	32		Tax Liability Payment for Payroll 03/28/2025	1,293.67
3/28/2025		No	Paylocity	85		Tax Liability Payment for Payroll 03/28/2025	10,571.18
3/31/2025	200231131418	No	Marlin Leasing Corp - PEAC Solutions	10		Copier Base & Usage Charge - April 2025	359.21
3/31/2025		No	Marlin Leasing Corp - PEAC Solutions	27		Copier Base & Usage Charge - April 2025	102.62
3/31/2025		No	Marlin Leasing Corp - PEAC Solutions	32		OCLC Copier Base & Usage Charge - April 2025	153.93
3/31/2025		No	Marlin Leasing Corp - PEAC Solutions	85		Copier Base & Usage Charge - April 2025	153.93
3/31/2025	25859	No	Allerton Public Library	10		Reimb for Damaged Book 'The Curious Incident of the Dog'	14.95
3/31/2025	25860	No	Ameren Illinois	10		CHA:Electric & Lighting Srvc 02/17-03/18/2025	949.27
3/31/2025	25861	No	AT&T	10		Internet 03/10-04/09/2025	308.58
3/31/2025		No	AT&T	85		Internet 03/10-04/09/2025	308.57
3/31/2025	25864	No	Jennifer Baugh	85		Mileage Reimb - Trvl to CHA Hub for Personnel Mtg 03/24/2025	68.67
3/31/2025	25865	No	BayScan Technologies	10		Thermal Paper (24 Rolls)	184.00
3/31/2025	25866	No	Health Care Service Corporation	10		Health Ins 04/01-04/30/2025	33,720.54
3/31/2025		No	Health Care Service Corporation	27		Health Ins 04/01-04/30/2025	6,301.88
3/31/2025		No	Health Care Service Corporation	32		Health Ins 04/01-04/30/2025	1,833.18
3/31/2025		No	Health Care Service Corporation	85		Health Ins 04/01-04/30/2025	15,633.38
3/31/2025	25867	No	Leslie M Bednar	10		Mileage Reimb - Trvl to Dominican Univ for ISA Board Mtg 03/13-03/14/2025	115.77
3/31/2025	25868	No	Stacie Bushong	10		Mileage Reimb - Trvl to Nominating Comm Mtg in Effingham 03/12/2025	30.91
3/31/2025	25869	No	Constellation NewEnergy - Gas Division	10		Gas Supply 02/01-02/28/2025	820.78
3/31/2025	25870	No	Express Services Inc	10		Part-Time Temp Help - Sorter (20.25 hrs)	501.39
3/31/2025		No	Express Services Inc	10		Part-Time Temp Help - Sorter (20.68 hrs)	512.04
3/31/2025	25871	No	George Alarm Co Inc	10		EDW:Replace Heat Sensor & Module 03/13/2025	270.50
3/31/2025	25872	No	Phillip Graves	10		EDW:Drywall Repair for Recent Mold Remediation in Delivery-50%	600.00
3/31/2025	25873	No	Leah Gregory	10		Mileage Reimb - Trvl to Columbia SD#4 Board Mtg 03/20/2025	46.13
3/31/2025	25874	No	Heyl Royster	10		Legal Counsel re:Fundraising 02/06/2025	200.00
3/31/2025		No	Heyl Royster	31		Legal Counsel re:Library Training Parliamentary Agreement	120.00
3/31/2025		No	Heyl Royster	31		Training Development for LTT Grant 12/13/2024-02/26/2025	1,500.00
3/31/2025	25875	No	Sarah Hill	10		Board Member:Mileage Reimb 03/13/2025	161.00
3/31/2025	25877	No	Technology Management Rev Fund	85		Bandwidth 02/01-02/28/2025	270.00
3/31/2025	25879	No	Donald Jennings	10		U37009 - Reimb for Wiper Blades	24.66
3/31/2025	25880	No	Ryan Johnson	10		Board Member:Mileage Reimb 01/28/2025-03/13/2025	81.90
3/31/2025	25881	No	Ingrid Minger	10		Board Member:Mileage Reimb 03/13/2025	74.20
3/31/2025	25882	No	Mountain Valley Water of Carbondale	10		CAR:5 Gallon Purified Water Bottle (1)	7.75
3/31/2025	25883	No	Principal Life Insurance Company	10		Dental, AD&D, Life & Vision Ins 04/01-04/30/2025	3,494.26
3/31/2025		No	Principal Life Insurance Company	27		Dental, AD&D, Life & Vision Ins 04/01-04/30/2025	445.07
3/31/2025		No	Principal Life Insurance Company	31		Dental, AD&D, Life & Vision Ins 04/01-04/30/2025	189.74
3/31/2025		No	Principal Life Insurance Company	32		Dental, AD&D, Life & Vision Ins 04/01-04/30/2025	119.93
3/31/2025		No	Principal Life Insurance Company	85		Dental, AD&D, Life & Vision Ins 04/01-04/30/2025	1,132.56
3/31/2025	25884	No	Republic Services # 729	10		CHA:Trash & Recycling Removal 04/01-04/30/2025	83.74
3/31/2025	25885	No	Republic Services # 350	10		EDW:Trash & Recycling Removal 04/01-04/30/2025	181.64
3/31/2025	25886	No	Andrea Sellars	85		Mileage Reimb - Trvl to Zeigler PL for Circ & Barcoding Trngs 03/06/2025	8.34
3/31/2025	25887	No	Speed Lube # 11	10		U37011 - Change Oil/Filter	118.95
3/31/2025	25888	No	Speed Lube # 14	10		U36092 - Change Oil/Filter	139.45
3/31/2025	25889	No	Erin Steinsultz	10		Board Member:Mileage Reimb 03/12/2025	98.00
3/31/2025	25890	No	Uline	10		Delivery Supplies	86.47
3/31/2025	25891	No	Urbana & Champaign Sanitary District	10		CHA:Sewer 12/31/2024-02/28/2025	115.08
3/31/2025	25892	No	Verizon Wireless	10		Cellphone Srvc, MIFI, Router & After Hrs Line 02/24-03/23/2025	777.51

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 Disbursement Summary Report  
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Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
3/31/2025		No	Verizon Wireless	85	Cellphone Svcs, MIFI, Router & After Hrs Line 02/24-03/23/2025	301.07
3/31/2025	25893	No	Wex Bank	10	Fuel Charges 02/21-03/23/2025	14,736.15
3/31/2025		No	Wex Bank	85	Fuel Charges 02/21-03/23/2025	219.44
3/31/2025	V0001	No	Instructure Inc	31	Canvas Credentials Consulting	2,000.00 <b>J</b>
3/31/2025	V0002	No	Synthesia Limited	31	Synthesia Enterprise License 04/01/2025-03/31/2026	7,194.70 <b>K</b>
3/31/2025	V0003	No	Lesley Zavediuk	10	Grant Services - March 2025	3,000.00
3/31/2025		No	Lesley Zavediuk	85	Aspen Implementation - March 2025	1,100.00
3/31/2025	V0004	No	American Theological Library Association	85	Sponsorship - ICOLC 2025	4,000.00 <b>L</b>
3/31/2025	V0005	No	Atomic Jolt Inc	31	Atomic Search Annual Fee 04/29/2025-04/28/2026	3,120.00 <b>M</b>
3/31/2025	V0006	No	The Management Assoc of IL dba HR	10	Benchmarking for Executive Director 03/12/2025	315.00
3/31/2025	V0007	No	Innovative Interfaces Inc	85	Polaris Software Maintenance 04/01/2025-03/31/2026	167,484.96 <b>N</b>
3/31/2025	V0008	No	Innovative Interfaces Inc	85	Syndetics Subscription 04/01/2025-03/31/2026	30,246.54

**Total Disbursed**

**763,050.14**

**Non-routine Bill Payments Explanations**

- A-** Safety and efficiency annual maintenance agreement for the heating and cooling units at the Champaign office.
- B-** Annual premium for the Treasurers Bond 02/28/2025-02/27/2026.
- C-** Second installment for the tuckpointing work at the Edwardsville office.
- D-** Annual renewal of the firewall maintenance security suite.
- E-** Purchase of eBooks from 02/01-02/28/2025 & eBooks purchases to be reimbursed by participating libraries.
- F-** Auto insurance premiums for newly purchased cargo vans.
- G-** Final purchase of replacement delivery tubs for FY2025. This will replenish the shortage and replace broken tubs.
- H-** Final payment for the completion of drywall repairs for mold remediation at the Edwardsville office.
- I-** Review and development of training for the iLEAD Library Trustee Portal by Phil Lenzini.
- J-** Canvas Credentials subscription upgrade for the iLEAD Library Trustee Training portal.
- K-** Synthesia Enterprise License upgrade for video creations on the iLEAD Library Trustee Training portal.
- L-** Sponsorship for the International Coalition of Library Consortia (ICOLC) annual conference.
- M-** Atomic Search annual subscription 04/29/2025-04/28/2026. This is an add-on search function for the Canvas platform that is used in iLEAD Library Trustee Training grant.
- N-** Annual Polaris software maintenance & Syndetic subscription 04/01/25-03/31/26.

**Illinois Heartland Library System**  
 Credit Card Transactions  
 From 02/04/2025 Through 03/03/2025

Credit Card						Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
3/3/2025	0147 7661-Kite Kate	2/26/2025	EPIPHANY FARMS	Illinois Youth Services Institute:Dinner - Kite 02/2025	43.88	10	5260	01	10
3/3/2025	0147 7661-Kite Kate	2/28/2025	MARRIOTT HOTEL	Illinois Youth Services Institute:Lodging - Kite 02/2025	<u>322.56</u>	10	5265	01	10
	Total 0147 7661-Kite Kate				366.44				
3/3/2025	0681 0526-Flessner Laura	2/21/2025	EDINGTONS WRECKER SRVC	U34175 - Tow/Hook Fee - Replace Tire 02/2025	268.56	10	5210	02	10
3/3/2025	0681 0526-Flessner Laura	2/24/2025	ENTERPRISE RENT A CAR	CHA:SUV Rental for Strategic Planning Mtg 02/2025	62.38	10	5240	02	10
3/3/2025	0681 0526-Flessner Laura	2/24/2025	SHELL	Fuel - Vehicle Rental - Strategic Plan Mtg 02/2025	41.34	10	5200	02	10
3/3/2025	0681 0526-Flessner Laura	2/26/2025	ARBYS	Working Lunch - Springfield - Pickup New Van 02/2025	<u>13.40</u>	10	5290	02	20
	Total 0681 0526-Flessner Laura				385.68				
3/3/2025	0884 2823-Kirchner John	2/12/2025	GOOEY LOUIE	IDEAcon Table Treats 02/2025	27.51	85	5330	01	85
3/3/2025	0884 2823-Kirchner John	2/18/2025	RENAISSANCE HOTEL	IDEAcon Conf:Lodging - Porter 02/2025	172.50	85	5265	01	85
3/3/2025	0884 2823-Kirchner John	2/20/2025	LANDS END	CMC Staff Shirt 02/2025	<u>42.85</u>	27	5330	01	27
	Total 0884 2823-Kirchner John				242.86				
3/3/2025	1090 8459-Caskey Matthew	2/4/2025	DREAMHOST	Domain Name - Dupo PL 02/2025	19.99	10	5840	01	10
3/3/2025	1090 8459-Caskey Matthew	2/4/2025	DREAMHOST	Domain Name - Nokomis PL 02/2025	19.99	10	5840	01	10
3/3/2025	1090 8459-Caskey Matthew	2/6/2025	DREAMHOST	Domain Name - Columbia Library 02/2025	19.99	10	5840	01	10
3/3/2025	1090 8459-Caskey Matthew	2/6/2025	DREAMHOST	Domain Name - Highland PL 02/2025	19.99	10	5840	01	10
3/3/2025	1090 8459-Caskey Matthew	2/6/2025	DREAMHOST	Domain Name - Troy Library 02/2025	19.99	10	5840	01	10
3/3/2025	1090 8459-Caskey Matthew	2/13/2025	DREAMHOST	Domain Name - illinetoclc.info 02/2025	19.99	32	5580	01	32
3/3/2025	1090 8459-Caskey Matthew	2/17/2025	UNITED AIR	IUG Conf:Airfare - Caskey 02/2025	373.50	85	5275	01	85
3/3/2025	1090 8459-Caskey Matthew	2/22/2025	DREAMHOST	Domain Name - illinoisheartland.com 02/2025	19.99	10	5580	01	10
3/3/2025	1090 8459-Caskey Matthew	2/22/2025	DREAMHOST	Domain Name - illinoisheartland.info 02/2025	19.99	10	5580	01	10
3/3/2025	1090 8459-Caskey Matthew	2/22/2025	DREAMHOST	Domain Name - illinoisheartland.net 02/2025	19.99	10	5580	01	10
3/3/2025	1090 8459-Caskey Matthew	2/22/2025	DREAMHOST	Domain Name - illinoisheartland.us 02/2025	11.95	10	5580	01	10
3/3/2025	1090 8459-Caskey Matthew	2/22/2025	DREAMHOST	Domain Name - Melvin PL 02/2025	19.99	10	5840	01	10
3/3/2025	1090 8459-Caskey Matthew	2/22/2025	DREAMHOST	Domain Name - illshareit.com 02/2025	<u>19.99</u>	85	5580	01	85
	Total 1090 8459-Caskey Matthew				605.34				
3/3/2025	1809 1250-Brown Troy M	2/1/2025	TELCO BILL CENTER	Elevator & Fax Lines 02/2025	26.75	10	5400	01	10
3/3/2025	1809 1250-Brown Troy M	2/1/2025	TELCO BILL CENTER	Elevator & Fax Lines 02/2025	26.75	85	5400	01	85
3/3/2025	1809 1250-Brown Troy M	2/3/2025	PHEEDLOOP	Member Day - User Credits (10) 02/2025	107.10	10	5315	01	10
3/3/2025	1809 1250-Brown Troy M	2/4/2025	MICROSOFT	Teams Phone Lines (22) 02/2025	337.00	10	5400	01	10
3/3/2025	1809 1250-Brown Troy M	2/4/2025	MICROSOFT	Teams Phone Lines (9) 02/2025	144.00	27	5400	01	27
3/3/2025	1809 1250-Brown Troy M	2/4/2025	MICROSOFT	Teams Phone Line (1) 02/2025	16.00	31	5400	01	31
3/3/2025	1809 1250-Brown Troy M	2/4/2025	MICROSOFT	Teams Phone Lines (4) 02/2025	64.00	32	5400	01	32
3/3/2025	1809 1250-Brown Troy M	2/4/2025	MICROSOFT	Teams Phone Lines (15) 02/2025	240.00	85	5400	01	85
3/3/2025	1809 1250-Brown Troy M	2/4/2025	UBIQUITI INC	AMHS Video Camera Project Supplies 02/2025	5,427.50	10	5385	01	20

**Illinois Heartland Library System**  
 Credit Card Transactions  
 From 02/04/2025 Through 03/03/2025

Credit Card						Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
Bill Date	Employee	Trans Date	Vendor	Description						
3/3/2025	1809 1250-Brown Troy M	2/11/2025	PHEEDLOOP	Member Day - User Credits (30) 02/2025		321.30	10	5315	01	10
3/3/2025	1809 1250-Brown Troy M	2/12/2025	DREAMHOST	Domain Name - iLeadTrustee.org 02/2025		19.99	31	5580	01	31
3/3/2025	1809 1250-Brown Troy M	2/12/2025	PHEEDLOOP	Member Day - User Credits (20) 02/2025		214.20	10	5315	01	10
3/3/2025	1809 1250-Brown Troy M	2/14/2025	UBIQUITI INC	AMHS Video Project Cameras (3) 02/2025		1,415.00	10	5385	01	20
3/3/2025	1809 1250-Brown Troy M	2/17/2025	UNITED AIR	IUG Conf:Airfare - Brown 02/2025		598.52	10	5275	01	10
3/3/2025	1809 1250-Brown Troy M	2/28/2025	AMAZON	USB-C Splitter (2) & Headphone Adapter 02/2025		89.97	10	5360	01	10
3/3/2025	1809 1250-Brown Troy M	3/1/2025	MICROSOFT	Online Cloud Backup 02/2025		282.52	10	5550	01	10
3/3/2025	1809 1250-Brown Troy M	3/1/2025	MICROSOFT	Online Cloud Backup 02/2025		282.51	85	5550	01	85
3/3/2025	1809 1250-Brown Troy M	3/2/2025	MAILCHIMP	Subscription - MailChimp Monthly 02/2025		65.18	10	5550	01	10
3/3/2025	1809 1250-Brown Troy M	3/2/2025	MAILCHIMP	Subscription - MailChimp Monthly 02/2025		35.41	27	5550	01	27
3/3/2025	1809 1250-Brown Troy M	3/2/2025	MAILCHIMP	Subscription - MailChimp Monthly 02/2025		14.16	31	5550	01	31
3/3/2025	1809 1250-Brown Troy M	3/2/2025	PIPEDRIVE	Subscription - PipeDrive Monthly 02/2025		372.51	10	5550	01	10
3/3/2025	1809 1250-Brown Troy M	3/2/2025	PIPEDRIVE	Subscription - PipeDrive Monthly 02/2025		<u>372.51</u>	85	5550	01	85
	Total 1809 1250-Brown Troy M						10,472.88			
3/3/2025	2884 5261-Thompson Angela	2/17/2025	MEIJER	First Aid Supplies 02/2025		5.98	10	5390	02	10
3/3/2025	2884 5261-Thompson Angela	2/17/2025	MEIJER	First Aid Supplies 02/2025		29.06	10	5390	02	10
3/3/2025	2884 5261-Thompson Angela	2/26/2025	SAMS CLUB	Janitorial Supplies 02/2025		33.88	10	5190	02	10
3/3/2025	2884 5261-Thompson Angela	2/26/2025	SAMS CLUB	Delivery Supplies 02/2025		<u>23.76</u>	10	5385	02	20
	Total 2884 5261-Thompson Angela						92.68			
3/3/2025	3829 8527-Cook Jace	2/21/2025	USPS	Member Day - Postage for Prizes 02/2025		<u>25.45</u>	10	5315	01	10
	Total 3829 8527-Cook Jace						25.45			
3/3/2025	4924 2137-McInerney Lia	2/6/2025	RAINEDOUT	Rained Out Text Alert System 02/2025		60.00	10	5400	01	20
3/3/2025	4924 2137-McInerney Lia	2/11/2025	LOWES	Office Supplies 02/2025		10.07	10	5365	01	10
3/3/2025	4924 2137-McInerney Lia	2/11/2025	LOWES	Office Supplies 02/2025		40.12	10	5365	01	10
3/3/2025	4924 2137-McInerney Lia	2/12/2025	AUTOTIRE	U33849 - Change Oil/Filter & Tire Rotation 02/2025		<u>85.67</u>	10	5210	01	20
	Total 4924 2137-McInerney Lia						195.86			
3/3/2025	5091 4997-Cornell Mary	2/21/2025	ALA	ALA Conf:Registration - Cornell 02/2025		580.00	27	5290	01	27
3/3/2025	5091 4997-Cornell Mary	2/21/2025	UNITED AIR	ALA Conf:Airfare - Cornell 02/2025		<u>296.47</u>	27	5275	01	27
	Total 5091 4997-Cornell Mary						876.47			
3/3/2025	5645 2424-Bushong Stacie L	2/13/2025	DIERBERGS	Strategic Planning Retreat - Dessert 02/2025		14.16	10	5290	01	10
3/3/2025	5645 2424-Bushong Stacie L	2/21/2025	DIERBERGS	Strategic Planning Retreat - Dessert 02/2025		17.20	10	5290	01	10
3/3/2025	5645 2424-Bushong Stacie L	2/24/2025	DIERBERGS	Strategic Planning Retreat - Drinks & Supplies 02/2025		22.87	10	5290	01	10
3/3/2025	5645 2424-Bushong Stacie L	2/25/2025	PASTA HOUSE	Strategic Planning Retreat - Food 02/2025		297.56	10	5290	01	10
3/3/2025	5645 2424-Bushong Stacie L	2/25/2025	ROSS STORES	Board Meeting - Snacks 02/2025		<u>8.56</u>	10	5290	01	10

**Illinois Heartland Library System**  
 Credit Card Transactions  
 From 02/04/2025 Through 03/03/2025

Credit Card						Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
Bill Date	Employee	Trans Date	Vendor	Description						
	Total 5645 2424-Bushong Stacie L					360.35				
3/3/2025	5650 4231-Hogan Downey Carol	2/10/2025	MINUTEMAN PRESS	iLEAD Postcards (500) & Label Stock (250) 02/2025		261.44	31	5570	01	31
3/3/2025	5650 4231-Hogan Downey Carol	2/24/2025	SPREADSHIRT.COM	Member Day - Photo Booth Drawing Prize 02/2025		17.19	10	5315	01	10
3/3/2025	5650 4231-Hogan Downey Carol	2/24/2025	SPREADSHIRT.COM	Member Day - Photo Booth Drawing Prize 02/2025		<u>17.22</u>	10	5315	01	10
	Total 5650 4231-Hogan Downey Carol					295.85				
3/3/2025	6077 1368-Baugh Jennifer	2/3/2025	ATLA	ICOLC Conf:Registration - Baugh 02/2025		720.00	85	5290	01	85
3/3/2025	6077 1368-Baugh Jennifer	2/13/2025	UNITED AIR	IUG Conf:Airfare - Baugh 02/2025		<u>370.30</u>	85	5275	01	85
	Total 6077 1368-Baugh Jennifer					1,090.30				
3/3/2025	6347 2659-Dettenmeier Colleen	2/18/2025	AIM MAIL CENTER	Postage 02/2025		22.48	10	5370	01	20
3/3/2025	6347 2659-Dettenmeier Colleen	2/19/2025	4IMPRINT	Delivery on the Go Bags (1250) 02/2025		1,063.27	10	5385	01	20
3/3/2025	6347 2659-Dettenmeier Colleen	2/19/2025	RAINEDOUT	Rained Out Text Alert System 02/2025		<u>40.00</u>	10	5400	01	10
	Total 6347 2659-Dettenmeier Colleen					1,125.75				
3/3/2025	6366 3690-Thomas Pamela	2/6/2025	LIB OF CONGRESS	Subscription - Classification Web 02/2025		600.00	27	5550	01	27
3/3/2025	6366 3690-Thomas Pamela	2/6/2025	TURBOSCRIBE	Subscription - TurboScribe Unlimited 02/2025		120.00	27	5550	01	27
3/3/2025	6366 3690-Thomas Pamela	2/16/2025	OTTER.AI	Subscription - Otter Pro 02/2025		<u>299.97</u>	27	5550	01	27
	Total 6366 3690-Thomas Pamela					1,019.97				
3/3/2025	6391 6063-Thompson Cassandra	2/5/2025	INNOVATIVE USERS GROUP	IUG Conf:Registration Refund - Brown 02/2025		(90.00)	10	5290	01	10
3/3/2025	6391 6063-Thompson Cassandra	2/5/2025	INNOVATIVE USERS GROUP	IUG Conf:Registration Refund - Porter 02/2025		(90.00)	85	5290	01	85
3/3/2025	6391 6063-Thompson Cassandra	2/5/2025	INNOVATIVE USERS GROUP	IUG Conf:Registration Refund - Baugh 02/2025		(90.00)	85	5290	01	85
3/3/2025	6391 6063-Thompson Cassandra	2/6/2025	RAINEDOUT	Rained Out Text Alert System 02/2025		20.00	85	5400	01	85
3/3/2025	6391 6063-Thompson Cassandra	2/13/2025	UNITED AIR	IUG Conf:Airfare - Hunt 02/2025		371.37	85	5275	01	85
3/3/2025	6391 6063-Thompson Cassandra	2/13/2025	UNITED AIR	IUG Conf:Airfare - Thompson 02/2025		382.12	85	5275	01	85
3/3/2025	6391 6063-Thompson Cassandra	2/14/2025	BETHALTO PL	Aspen Testing 02/2025		3.00	85	5725	01	85
3/3/2025	6391 6063-Thompson Cassandra	2/17/2025	WALLYS	IDEAcon Conf:Lunch - Thompson 02/2025		13.53	85	5260	01	85
3/3/2025	6391 6063-Thompson Cassandra	2/18/2025	DIXIE CAFE	IDEAcon Conf:Lunch - Thompson 02/2025		22.01	85	5260	01	85
3/3/2025	6391 6063-Thompson Cassandra	2/18/2025	RENAISSANCE HOTEL	IDEAcon Conf:Lodging - Thompson 02/2025		224.30	85	5265	01	85
3/3/2025	6391 6063-Thompson Cassandra	2/24/2025	IL TOLLWAY	IDEAcon Conf:Tolls - Thompson 02/2025		<u>5.70</u>	85	5250	01	85
	Total 6391 6063-Thompson Cassandra					772.03				
3/3/2025	6613 2453-Bednar Leslie M	2/5/2025	AMAZON	9V Batteries 02/2025		11.98	10	5360	02	10
3/3/2025	6613 2453-Bednar Leslie M	2/5/2025	AMAZON	Office Supplies 02/2025		40.22	10	5365	02	10
3/3/2025	6613 2453-Bednar Leslie M	2/5/2025	AMAZON	Office Supplies 02/2025		59.98	10	5365	02	10
3/3/2025	6613 2453-Bednar Leslie M	2/6/2025	ATLA	ICOLC Conf:Registration - Bednar 02/2025		720.00	10	5290	01	10
3/3/2025	6613 2453-Bednar Leslie M	2/9/2025	AMAZON	Book Repair Supplies for Class 02/2025		674.26	10	5300	01	10
3/3/2025	6613 2453-Bednar Leslie M	2/12/2025	AMAZON	Book Repair Supplies for Class 02/2025		47.94	10	5300	01	10

**Illinois Heartland Library System**  
 Credit Card Transactions  
 From 02/04/2025 Through 03/03/2025

Credit Card						Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
3/3/2025	6613 2453-Bednar Leslie M	2/12/2025	AMAZON	Book Repair Supplies for Class 02/2025	480.04	10	5300	01	10
3/3/2025	6613 2453-Bednar Leslie M	2/12/2025	ATLA	ICOLC Conf:Registration - Hill 02/2025	720.00	10	5290	01	10
3/3/2025	6613 2453-Bednar Leslie M	2/13/2025	BRODART	Book Repair Supplies for Class 02/2025	20.54	10	5300	01	10
3/3/2025	6613 2453-Bednar Leslie M	2/14/2025	OBED AND ISAACS	Illinois State Library Meeting:Lunch - 4 Staff 02/2025	108.87	10	5290	01	10
3/3/2025	6613 2453-Bednar Leslie M	2/14/2025	OBED AND ISAACS	Illinois State Library Meeting:Lunch - 1 Staff 02/2025	27.22	31	5290	01	31
3/3/2025	6613 2453-Bednar Leslie M	2/14/2025	OBED AND ISAACS	Illinois State Library Meeting:Lunch - 1 Staff 02/2025	27.22	85	5290	01	85
3/3/2025	6613 2453-Bednar Leslie M	2/17/2025	AMAZON	Refund - Book Repair Class Supplies 02/2025	(10.07)	10	5300	01	10
3/3/2025	6613 2453-Bednar Leslie M	2/20/2025	AMAZON	CHA:Air Filters (2) 02/2025	67.98	10	5180	02	10
3/3/2025	6613 2453-Bednar Leslie M	2/20/2025	AMAZON	Office Supplies - Curved Corner Stand Up Desk 02/2025	664.99	10	5365	01	10
3/3/2025	6613 2453-Bednar Leslie M	2/20/2025	AMAZON	Office Supplies - Sit Stand Desk 02/2025	379.99	10	5365	01	10
3/3/2025	6613 2453-Bednar Leslie M	2/20/2025	AMAZON	Office Supplies 02/2025	14.85	10	5365	02	10
3/3/2025	6613 2453-Bednar Leslie M	2/20/2025	SOUTHEST AIR	Voices for Libraries Conf:Refund Airfare - Bednar 02/2025	(402.96)	10	5275	01	10
3/3/2025	6613 2453-Bednar Leslie M	2/21/2025	AMAZON	EDW:AED Smart Pads 02/2025	79.00	10	5365	01	10
3/3/2025	6613 2453-Bednar Leslie M	2/21/2025	AMAZON	CHA:AED Smart Pads 02/2025	79.00	10	5365	02	10
3/3/2025	6613 2453-Bednar Leslie M	2/21/2025	AMAZON	CAR:AED Smart Pads 02/2025	79.00	10	5365	04	10
3/3/2025	6613 2453-Bednar Leslie M	2/21/2025	SAMS CLUB	Janitorial Supplies 02/2025	141.24	10	5190	01	10
3/3/2025	6613 2453-Bednar Leslie M	2/23/2025	AMAZON	Office Supplies 02/2025	8.80	10	5365	01	10
3/3/2025	6613 2453-Bednar Leslie M	2/25/2025	PANERA	Super Tm Mtg-Strategic Plan Mtg - Food 02/2025	20.20	10	5290	01	10
3/3/2025	6613 2453-Bednar Leslie M	2/26/2025	IL TOLLWAY	IDEAcon Conf:Tolls - Porter 02/2025	7.50	85	5250	01	85
3/3/2025	6613 2453-Bednar Leslie M	2/26/2025	PAYROLL ORG	American Payroll Association Membership Dues - Finance Director 02/2025	305.00	10	5700	01	10
3/3/2025	6613 2453-Bednar Leslie M	2/27/2025	ILA	ILA Membership Fee - Finance Director 02/2025	250.00	10	5700	01	10
3/3/2025	6613 2453-Bednar Leslie M	2/28/2025	AMAZON	Delivery Supplies 02/2025	24.95	10	5385	01	20
3/3/2025	6613 2453-Bednar Leslie M	2/28/2025	AMAZON	Computer Supplies 02/2025	113.25	32	5360	01	32
3/3/2025	6613 2453-Bednar Leslie M	2/28/2025	AMAZON	Office Supplies 02/2025	<u>18.59</u>	32	5365	01	32
	Total 6613 2453-Bednar Leslie M				4,779.58				
3/3/2025	6792 9931-Trevino Jill	2/24/2025	SHRM	SHRM Conf:Registration - Trevino 02/2025	<u>1,650.00</u>	10	5290	01	10
	Total 6792 9931-Trevino Jill				1,650.00				
3/3/2025	6820 4888-Parr Casey	2/6/2025	TODAYS TECH	U35999 - Change Oil/Filter & Tire Rotation 02/2025	88.97	10	5210	04	20
3/3/2025	6820 4888-Parr Casey	2/10/2025	TODAYS TECH	U35969 - Remove & Replace Headlamp Bulb 02/2025	<u>49.54</u>	10	5210	04	20
	Total 6820 4888-Parr Casey				138.51				
3/3/2025	7080 4774-Popit Ellen C	3/1/2025	FINISH LINE	U30129 - Car Wash 02/2025	<u>21.00</u>	10	5210	04	10
	Total 7080 4774-Popit Ellen C				21.00				
3/3/2025	7107 3890-Gregory Leah	2/13/2025	DRURY	Illinois Reading Council Conf:Lodging - Gregory 02/2025	159.59	10	5265	01	10
3/3/2025	7107 3890-Gregory Leah	2/20/2025	ILA	Illinois Youth Services Institute:Refund Registration - Gregory 02/2025	(208.00)	10	5290	01	10
3/3/2025	7107 3890-Gregory Leah	2/27/2025	HARDEES	Illinois Youth Services Institute:Breakfast - Gregory & Kite 02/2025	22.87	10	5260	01	10

**Illinois Heartland Library System**

Credit Card Transactions

From 02/04/2025 Through 03/03/2025

Credit Card							Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code	
3/3/2025	7107 3890-Gregory Leah	2/28/2025	DESTIHL RESTAURANT	Illinois Youth Services Institute:Dinner - Gregory & Kite 02/2025	57.21	10	5260	01	10	
3/3/2025	7107 3890-Gregory Leah	2/28/2025	MARRIOTT HOTEL	Illinois Youth Services Institute:Breakfast - Gregory & Kite 02/2025	38.12	10	5260	01	10	
3/3/2025	7107 3890-Gregory Leah	2/28/2025	MARRIOTT HOTEL	Illinois Youth Services Institute:Lodging - Gregory 02/2025	<u>322.56</u>	10	5265	01	10	
Total 7107 3890-Gregory Leah					392.35					
3/3/2025	7825 3576-Furby Leanne	2/4/2025	ILA	Trustee Forum Spring Webinars:Registration - Furby 02/2025	<u>40.00</u>	31	5290	01	31	
Total 7825 3576-Furby Leanne					40.00					
3/3/2025	8207 7807-Porter Dena	2/3/2025	ATLA	ICOLC Conf:Registration - Porter 02/2025	720.00	85	5290	01	85	
3/3/2025	8207 7807-Porter Dena	2/13/2025	UNITED AIR	IUG Conf:Airfare - Porter 02/2025	370.30	85	5275	01	85	
3/3/2025	8207 7807-Porter Dena	2/17/2025	TACO BELL	IDEAcon Conf:Lunch - Porter 02/2025	10.59	85	5260	01	85	
3/3/2025	8207 7807-Porter Dena	2/18/2025	MCDONALDS	IDEAcon Conf:Lunch - Porter 02/2025	<u>6.04</u>	85	5260	01	85	
Total 8207 7807-Porter Dena					1,106.93					
<b>Report Transaction Totals</b>						<b><u>26,056.28</u></b>				

**Non-routine Credit Card Transactions Explanations**

*Brown, Troy - Purchase of video cameras and related equipment in preparation for the installation of automatic material handling systems (AMHS).*

*Cornell, Mary - Registration for the American Library Association (ALA) annual conference for Mary Cornell.*

*Baugh, Jennifer - Registration for the International Coalition of Library Consortia (ICOLC) annual conference for Jennifer Baugh.*

*Thompson, Cassandra -Partial refund for (3) presenters at the Innovative Users Group (IUG) annual conference.*

*Bednar, Leslie- Registration for the International Coalition of Library Consortia (ICOLC) annual conference for Leslie Bednar and Sarah Hill.*

*Refund for the airfare to the Voices for Libraries conference for Leslie Bednar due to the cancellation of the trip.*

*American Payroll Association (APA) annual membership fee for Rhonda Johnisee.*

*Illinois Library Association (ILA) annual membership fee for Rhonda Johnisee.*

*Trevino, Jill - Registration for the Society of Human Resource Management (SHRM) state conference for Jill Trevino and Pamela Perkins-Grimes.*

*Gregory, Leah - Refund for the Illinois Youth Services Institute conference registration. The IHLS exhibitor fee-free registration was applied.*

*Furby, Leanne - Registration for the Illinois Library Association (ILA) Trustee Forum Spring webinars for Leanne Furby.*

*Porter, Dena - Registration for the International Coalition of Library Consortia (ICOLC) annual conference for Dena Porter.*