

Illinois Heartland Library System

Disbursement Summary Report

Attachment 4.1

From 02/01/2021 Through 02/28/2021

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
2/9/2021	22298	No	AAIM EA Training and Consulting LLC	10	Pre-employment Background Check New Hires - EDW - Sorters	110.28
2/9/2021	22299	No	Actsoft	10	GPS Quarterly Subscriptions (23) 02/01-04/30/2021	1,505.34
2/9/2021	22300	No	Ameren Illinois	10	CHA:Gas 01/01/2021-02/01/2021	226.53
2/9/2021	22301	No	Ameren Illinois	10	EDW:Gas 01/01-02/01/2021	294.72
2/9/2021	22302	No	Ameren Illinois	10	EDW:Electric & Lighting Srvc 01/01-02/01/2021	850.67
2/9/2021	22303	No	American Pest Control	10	CHA:Monthly Extermination 02/05/2021	35.00
2/9/2021	22304	No	Busey	10	Busey Credit Card Stmt Ending 02/01/2021	3,058.95
2/9/2021		No	Busey	27	Busey Credit Card Stmt Ending 02/01/2021	396.68
2/9/2021		No	Busey	32	Busey Credit Card Stmt Ending 02/01/2021	236.30
2/9/2021		No	Busey	85	Busey Credit Card Stmt Ending 02/01/2021	786.85
2/9/2021	22305	No	Consolidated Communications	10	Local/Long Distance & Toll Free Line 02/01-02/28/2021	110.79
2/9/2021		No	Consolidated Communications	27	Local/Long Distance & Toll Free Line 02/01-02/28/2021	73.86
2/9/2021		No	Consolidated Communications	32	Local/Long Distance & Toll Free Line 02/01-02/28/2021	73.86
2/9/2021		No	Consolidated Communications	85	Local/Long Distance & Toll Free Line 02/01-02/28/2021	110.79
2/9/2021	22306	No	Edith A Elliott	85	EDW:Elliott, Edie-Travel to CAR-New Employee Orientation	21.57
2/9/2021	22307	No	Enterprise FM Trust	10	Monthly Fees & Routine Maintenance - February 2021	14,401.89
2/9/2021	22308	No	Ford & Harrison LLP	10	Legal Counsel re:Personnel Matters 01/19/2021 (1.5 hrs)	630.00
2/9/2021	22309	No	Gateway Occupational Health	10	Pre-employment Drug Screen-EDW-Sorter	49.50
2/9/2021	22310	No	Gerber National Claim Services	10	EDW:Towing of Van Lic #U33020	138.00
2/9/2021	22311	No	i3 Broadband - CU	10	CHA:Internet 02/01-02/28/2021	11.67
2/9/2021		No	i3 Broadband - CU	27	CHA:Internet 02/01-02/28/2021	11.66
2/9/2021		No	i3 Broadband - CU	85	CHA:Internet 02/01-02/28/2021	11.66
2/9/2021	22312	No	Illinois American Water	10	CHA:Water 12/30/2020-01/27/2021	62.53
2/9/2021	22313	No	Technology Management Rev Fund	85	CAR:Bandwidth 01/01-01/31/2021	270.00
2/9/2021	22314	No	Illini Janitorial	10	CHA:Janitorial Srvc January 2021	525.00
2/9/2021	22315	No	SIUC Research Park Inc	10	CAR:Office Leasing, Electric & Lighting Srvc & Fiber Internet	7,378.03
2/9/2021		No	SIUC Research Park Inc	85	CAR:Office Leasing, Electric & Lighting Srvc & Fiber Internet	10.00
2/9/2021	22316	No	Charter Communications	10	EDW:Internet 02/01-02/28/2021	43.20
2/9/2021		No	Charter Communications	27	EDW:Internet 02/01-02/28/2021	43.19
2/9/2021		No	Charter Communications	32	EDW:Internet 02/01-02/28/2021	43.19
2/9/2021		No	Charter Communications	85	EDW:Internet 02/01-02/28/2021	43.19
2/9/2021	22317	No	Cassandra Thompson	85	EDW:Postage Reimb-Thompson, Cassie	330.00
2/9/2021	22318	No	Xerox Financial Services	10	CAR:Base & Usage Chrg 12/24/2020-01/23/2021	142.34
2/9/2021		No	Xerox Financial Services	85	CAR:Base & Usage Chrg 12/24/2020-01/23/2021	102.31
2/25/2021	22319	No	Ameren Illinois	10	CHA:Electric & Lighting Srvc 01/19-02/17/2021	534.33
2/25/2021	22320	No	AT&T	10	EDW:Elevator Phone Line 01/05-02/04/2021	46.99
2/25/2021		No	AT&T	85	EDW:Elevator Phone Line 01/05-02/04/2021	46.98
2/25/2021	22321	No	AT&T	10	EDW:Fax Line 01/05-02/04/2021	21.87
2/25/2021		No	AT&T	32	EDW:Fax Line 01/05-02/04/2021	21.86
2/25/2021		No	AT&T	85	EDW:Fax Line 01/05-02/04/2021	21.86
2/25/2021	22322	No	Health Care Service Corporation	10	Health Ins 03/01-03/31/2021	15,281.95
2/25/2021		No	Health Care Service Corporation	27	Health Ins 03/01-03/31/2021	2,968.68
2/25/2021		No	Health Care Service Corporation	32	Health Ins 03/01-03/31/2021	1,356.68
2/25/2021		No	Health Care Service Corporation	85	Health Ins 03/01-03/31/2021	12,408.55
2/25/2021	22323	No	Bibliotheca LLC	85	eBooks Subscription Purchases 01/01-01/31/2021	24,589.69 A
2/25/2021	22324	No	Buildingstars Operations Inc	10	EDW:Janitorial Srvc February 2021	450.00
2/25/2021	22325	No	Constellation NewEnergy - Gas Division	10	Gas Supply 01/01-01/31/2021	532.17
2/25/2021	22326	No	Guardian	10	Supp Ins 03/01-03/31/2021	86.10
2/25/2021		No	Guardian	85	Supp Ins 03/01-03/31/2021	204.50
2/25/2021	22327	No	Kodiak Equipment Services Inc	10	EDW:Preventative Maint on Garage Doors (2)	345.00
2/25/2021	22328	No	Martinsville Public Library District	10	EDW:Lost DVD Collection 'Duck Dynasty Season 2'	20.00
2/25/2021	22329	No	Mountain Valley Water of Carbondale	10	CAR:5 Gallon Purified Water Bottle (3)	18.75
2/25/2021	22330	No	Plymouth Rocket Inc	85	Book Club Kit Management Software 02/07/2021-02/07/2022	650.00 B
2/25/2021	22331	No	Republic Services # 729	10	CHA:Trash & Recycling Removal 03/01-03/31/2021	207.36
2/25/2021	22332	No	Republic Services # 350	10	EDW:Trash & Recycling Removal 03/01-03/31/2020	105.64
2/25/2021	22333	No	Richards Brick	10	Bricks for Kim Sparks Retirement	57.63

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From 02/01/2021 Through 02/28/2021

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
2/25/2021	22334	No	S & G Custom Mowing	10	CHA:Salt Parking Lot 01/26/2021	75.00
2/25/2021		No	S & G Custom Mowing	10	CHA:Snow Removal & Salt Parking Lot 02/04-02/10/2021	870.00
2/25/2021		No	S & G Custom Mowing	10	CHA:Snow Removal 02/01/2021	155.00
2/25/2021	22335	No	Scott Credit Union	66	Open CD at Scott Credit Union	248,500.00 C
2/25/2021	22336	No	Stutz Excavating Inc	10	EDW:Snow Removal & Salt Parking Lot 02/07-02/13/2021	1,300.00
2/25/2021	22337	No	The August Garden	10	Flowers-Get Well-Bednar, Leslie	64.17
2/25/2021		No	The August Garden	10	Flowers-Retirement-Douglas, Juliette	70.17
2/25/2021	22338	No	Wex Bank	10	Fuel Charges 01/24-02/23/2021	12,200.98
2/25/2021	22339	No	Xerox Financial Services	10	Base & Usage Chrg 12/30/2020-01/29/2021	227.91
2/25/2021		No	Xerox Financial Services	27	Base & Usage Chrg 12/30/2020-01/29/2021	120.03
2/25/2021		No	Xerox Financial Services	32	Base & Usage Chrg 12/30/2020-01/29/2021	236.99
2/25/2021		No	Xerox Financial Services	85	Base & Usage Chrg 12/30/2020-01/29/2021	120.03
2/26/2021	ACHIMRFFeb2021	No	Illinois Municipal Retirement Fund	10	February 2021 IMRF Payment	8,354.32
2/26/2021		No	Illinois Municipal Retirement Fund	27	February 2021 IMRF Payment	1,668.20
2/26/2021		No	Illinois Municipal Retirement Fund	32	February 2021 IMRF Payment	970.34
2/26/2021		No	Illinois Municipal Retirement Fund	85	February 2021 IMRF Payment	5,878.91
Total 1000 - US Bank-General Fund						372,928.19
2/5/2021	ACHILPR20210205	No	Illinois Department of Revenue	10	IL Payroll Tax Deposit - PD 02/05/2021	2,971.15
2/5/2021		No	Illinois Department of Revenue	27	IL Payroll Tax Deposit - PD 02/05/2021	428.48
2/5/2021		No	Illinois Department of Revenue	32	IL Payroll Tax Deposit - PD 02/05/2021	173.80
2/5/2021		No	Illinois Department of Revenue	85	IL Payroll Tax Deposit - PD 02/05/2021	1,367.96
2/5/2021	ACHIRSPR20210205	No	Department of the Treasury	10	IRS Payroll Tax Deposit-PD 02/05/2021	15,228.08
2/5/2021		No	Department of the Treasury	27	IRS Payroll Tax Deposit-PD 02/05/2021	2,075.42
2/5/2021		No	Department of the Treasury	32	IRS Payroll Tax Deposit-PD 02/05/2021	940.49
2/5/2021		No	Department of the Treasury	85	IRS Payroll Tax Deposit-PD 02/05/2021	7,290.42
2/19/2021	ACHILPR20210219	No	Illinois Department of Revenue	10	IL Payroll Tax Deposit - PD 02/19/2021	3,042.09
2/19/2021		No	Illinois Department of Revenue	27	IL Payroll Tax Deposit - PD 02/19/2021	428.48
2/19/2021		No	Illinois Department of Revenue	32	IL Payroll Tax Deposit - PD 02/19/2021	173.74
2/19/2021		No	Illinois Department of Revenue	85	IL Payroll Tax Deposit - PD 02/19/2021	1,250.91
2/19/2021	ACHIRSPR20210219	No	Department of the Treasury	10	IRS Payroll Tax Deposit-PD 02/19/2021	15,641.33
2/19/2021		No	Department of the Treasury	27	IRS Payroll Tax Deposit-PD 02/19/2021	2,075.42
2/19/2021		No	Department of the Treasury	32	IRS Payroll Tax Deposit-PD 02/19/2021	940.17
2/19/2021		No	Department of the Treasury	85	IRS Payroll Tax Deposit-PD 02/19/2021	6,672.35
Total 1030 - US Bank - Web Junction/(Payroll)						60,700.29
Total Disbursed						<u>433,628.48</u>

Non-routine Bill Payments Explanations

- A-** eBooks purchased 01/01-01/31/21 & eBooks purchases to be reimbursed by members and the Cares Act E-book grant.
- B-** Book Club Kit management software 02/07/2021-02/07/2022. This allows for checking availability and reserving the kits.
- C-** Purchased a \$248,500.00 Certificate of Deposit (CD) at Scott Credit Union.

Illinois Heartland Library System
 Credit Card Transactions
 From 01/05/2021 Through 02/01/2021

Credit Card						Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
2/1/2021	4654 2458-Pernicka Julia A	1/8/2021	4ALLPROMOS	CMC Post-It Notes (500) 01/2021	<u>162.68</u>	27	5330	02	27
	Total 4654 2458-Pernicka Julia A				162.68				
2/1/2021	4654 2482-Brown Troy M	1/4/2021	PAYFLOW/PAYPAL	PayPal Monthly Srvc Fee 01/2021	30.00	85	5725	01	85
2/1/2021	4654 2482-Brown Troy M	1/5/2021	AMAZON	Member Day-Evaluation Drawing Prize 01/2021	25.00	10	5315	01	10
2/1/2021	4654 2482-Brown Troy M	1/7/2021	AMAZON	CAR:Replacement Battery Backup & Surge Protector UPS System 01/2021	88.95	10	5360	04	10
2/1/2021	4654 2482-Brown Troy M	1/8/2021	FLICKR	Flickr Pro Subscription 01/2021	6.99	10	5550	01	10
2/1/2021	4654 2482-Brown Troy M	1/8/2021	MICROSOFT AZURE	Online Cloud Backup 01/2021	77.74	10	5550	01	10
2/1/2021	4654 2482-Brown Troy M	1/8/2021	MICROSOFT AZURE	Online Cloud Backup 01/2021	77.74	85	5550	01	85
2/1/2021	4654 2482-Brown Troy M	1/9/2021	AMAZON	EDW:Ergonomic Mouse for WR 01/2021	23.74	10	5360	01	10
2/1/2021	4654 2482-Brown Troy M	1/12/2021	ADOBE	Adobe Cloud Annual Renewal 01/2021	382.37	10	5550	01	10
2/1/2021	4654 2482-Brown Troy M	1/13/2021	MICROSOFT	Microsoft Office Enhanced Security 01/2021	16.80	10	5550	01	10
2/1/2021	4654 2482-Brown Troy M	1/16/2021	AMAZON	EDW:Logitech Headset for WR 01/2021	41.95	85	5360	01	85
2/1/2021	4654 2482-Brown Troy M	1/21/2021	AMAZON	CAR:HDMI Monitor Cables (6) 01/2021	51.24	85	5360	04	85
2/1/2021	4654 2482-Brown Troy M	1/25/2021	1PASSWORD	Password Manager Add'l License 01/2021	92.46	10	5550	01	10
2/1/2021	4654 2482-Brown Troy M	1/26/2021	AMAZON	EDW:Charging Port with Adapter (2) 01/2021	117.98	10	5360	01	10
2/1/2021	4654 2482-Brown Troy M	1/27/2021	HIPCAST	Recording Storage 01/2021	<u>4.95</u>	85	5550	01	85
	Total 4654 2482-Brown Troy M				1,037.91				
2/1/2021	4695 2640-Petty Linda	1/4/2021	FINISH LINE	CAR:Car Wash Lic #U18520 01/2021	12.99	10	5210	04	10
2/1/2021	4695 2640-Petty Linda	1/7/2021	FINISH LINE	CAR:Van Wash Lic #U33806 01/2021	12.99	10	5210	04	20
2/1/2021	4695 2640-Petty Linda	1/7/2021	WALMART	EDW:DEF for Box Truck Lic #U31660 01/2021	27.92	10	5210	01	22
2/1/2021	4695 2640-Petty Linda	1/14/2021	OST RENTAL	EDW:Rental of Storage Pods 01/2021	275.00	10	5195	01	10
2/1/2021	4695 2640-Petty Linda	1/16/2021	FINISH LINE	CAR:Van Wash Lic #U33023 01/2021	12.99	10	5210	04	22
2/1/2021	4695 2640-Petty Linda	1/18/2021	FINISH LINE	CAR:Van Wash Lic #U33056 01/2021	12.99	10	5210	04	20
2/1/2021	4695 2640-Petty Linda	1/28/2021	WM SUPERCENTER	EDW:Hand Soap (10) 01/2021	19.18	10	5190	01	10
2/1/2021	4695 2640-Petty Linda	1/28/2021	WM SUPERCENTER	EDW:De-Icer Washer Fluid (10) 01/2021	38.40	10	5210	01	20
2/1/2021	4695 2640-Petty Linda	1/28/2021	WM SUPERCENTER	EDW:Masking Tape (3) 01/2021	8.36	10	5385	01	20
2/1/2021	4695 2640-Petty Linda	1/30/2021	AMAZON	EDW:Ice Scrapers for Cargo Vans (8) 01/2021	79.96	10	5210	01	20
2/1/2021	4695 2640-Petty Linda	1/30/2021	AMAZON	EDW:Masking Tape (12) 01/2021	20.38	10	5385	01	20
2/1/2021	4695 2640-Petty Linda	1/30/2021	FINISH LINE	CAR:Van Wash Lic #U25399 01/2021	12.99	10	5210	04	10
2/1/2021	4695 2640-Petty Linda	1/30/2021	FINISH LINE	CAR:Van Wash Lic #U33021 01/2021	12.99	10	5210	04	20
2/1/2021	4695 2640-Petty Linda	1/30/2021	FINISH LINE	CAR:Van Wash Lic #U33022 01/2021	<u>12.99</u>	10	5210	04	20
	Total 4695 2640-Petty Linda				560.13				
2/1/2021	5042 9006-Popit Ellen C	1/23/2021	AATRIX	Electronic Filing, Printing & Mailing 1099-Misc & 1096 01/2021	24.95	10	5510	01	10
2/1/2021	5042 9006-Popit Ellen C	1/23/2021	AATRIX	Electronic Filing, Printing & Mailing 1099-NEC & 1096 01/2021	24.95	10	5510	01	10

Illinois Heartland Library System
 Credit Card Transactions
 From 01/05/2021 Through 02/01/2021

Credit Card	Bill Date	Employee	Trans Date	Vendor	Description	Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
	2/1/2021	5042 9006-Popit Ellen C	1/23/2021	AATRIX	Electronic Filing, Printing & Mailing 2020 1095 & 1094 01/2021	44.88	10	5510	01	10
	2/1/2021	5042 9006-Popit Ellen C	1/23/2021	AATRIX	Electronic Filing, Printing & Mailing 2020 W2 & W3 01/2021	<u>226.44</u>	10	5510	01	10
	Total 5042 9006-Popit Ellen C					321.22				
	2/1/2021	5085 0664-Palmer Susan	1/4/2021	IDENTITY SYSTEMS	Board Member Name Tag 01/2021	41.89	10	5330	01	10
	2/1/2021	5085 0664-Palmer Susan	1/4/2021	MOLEKULE	EDW:Refund Tax on Air Filter for Air Purifier 01/2021	(4.06)	10	5365	01	10
	2/1/2021	5085 0664-Palmer Susan	1/4/2021	MOLEKULE	EDW:Refund Tax on Air Filter for Air Purifier 01/2021	(4.06)	10	5365	01	10
	2/1/2021	5085 0664-Palmer Susan	1/4/2021	MOLEKULE	EDW:Refund Tax on Air Filter for Air Purifier 01/2021	(4.06)	10	5365	01	10
	2/1/2021	5085 0664-Palmer Susan	1/4/2021	MOLEKULE	EDW:Refund Tax on Air Filter for Air Purifier 01/2021	(4.06)	10	5365	01	10
	2/1/2021	5085 0664-Palmer Susan	1/11/2021	ALA	ALA Midwinter Virtual Conf:Registration-Palmer, Susan 01/2021	130.00	10	5290	01	10
	2/1/2021	5085 0664-Palmer Susan	1/14/2021	AMAZON	CHA:Refund for Plastic Bottles for Hand Sanitizer 01/2021	(8.99)	10	5390	02	20
	2/1/2021	5085 0664-Palmer Susan	1/15/2021	AMAZON	EDW:Hand Soap 01/2021	36.99	10	5190	01	10
	2/1/2021	5085 0664-Palmer Susan	1/15/2021	AMAZON	EDW:Disinfectant Spray (3) 01/2021	40.97	10	5390	01	10
	2/1/2021	5085 0664-Palmer Susan	1/15/2021	OFFICEMAX/OFFICEDEPOT	EDW:Black Toner Cartridges (2) 01/2021	236.30	32	5360	01	32
	2/1/2021	5085 0664-Palmer Susan	1/15/2021	SAMS CLUB	EDW:C-Fold Paper Towels (2) 01/2021	51.64	10	5190	01	10
	2/1/2021	5085 0664-Palmer Susan	1/18/2021	AMAZON	EDW:Hand Soap 01/2021	9.87	10	5190	01	10
	2/1/2021	5085 0664-Palmer Susan	1/18/2021	AMAZON	EDW:Ink Cartridges for WR 01/2021	55.78	10	5360	01	10
	2/1/2021	5085 0664-Palmer Susan	1/18/2021	AMAZON	EDW:File Folders & Address Labels 01/2021	49.98	10	5365	01	10
	2/1/2021	5085 0664-Palmer Susan	1/26/2021	SAMS CLUB	CAR:Paper Towels & Kleenex 01/2021	<u>44.44</u>	10	5190	04	10
	Total 5085 0664-Palmer Susan					672.63				
	2/1/2021	5724 8417-Kates Linda	1/7/2021	MENARDS	CHA:Bucket, Lid & Bathroom Spray 01/2021	18.84	10	5190	02	10
	2/1/2021	5724 8417-Kates Linda	1/7/2021	MENARDS	CHA:Bottled Water (2) 01/2021	5.12	10	5195	02	10
	2/1/2021	5724 8417-Kates Linda	1/7/2021	MENARDS	CHA:DEF for Box Truck (4) Lic #U30209 01/2021	31.52	10	5210	02	22
	2/1/2021	5724 8417-Kates Linda	1/7/2021	MENARDS	CHA:Cable Ties 01/2021	2.97	10	5385	02	20
	2/1/2021	5724 8417-Kates Linda	1/7/2021	MENARDS	CHA:Disinfectant Spray & Wipes 01/2021	12.62	10	5390	02	10
	2/1/2021	5724 8417-Kates Linda	1/29/2021	SAMS CLUB	CHA:Bottled Water (2) 01/2021	<u>5.96</u>	10	5195	02	10
	Total 5724 8417-Kates Linda					77.03				
	2/1/2021	6067 4476-Thompson Cassandra	1/20/2021	ILA	ILA Membership Dues-Thompson, Cassie 01/2021	200.00	85	5700	01	85
	2/1/2021	6067 4476-Thompson Cassandra	1/22/2021	VIDHUG	Retirement Video-Sparks, Kim 01/2021	15.30	85	5290	04	85
	2/1/2021	6067 4476-Thompson Cassandra	1/25/2021	WELLER THE FLORIST	Flowers-Retirement-Sparks, Kim 01/2021	<u>75.74</u>	85	5057	04	85
	Total 6067 4476-Thompson Cassandra					291.04				
	2/1/2021	6176 8335-Stone Shelley	1/23/2021	ILA	ILA Membership Dues - Stone, Shelley 01/2021	<u>150.00</u>	85	5700	04	85
	Total 6176 8335-Stone Shelley					150.00				

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 From 01/05/2021 Through 02/01/2021

Credit Card	Bill Date	Employee	Trans Date	Vendor	Description	Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
	2/1/2021	6359 8292-Greve Penrod Shandi	1/5/2021	ILA	ILA Membership Dues - Greve Penrod, Shandi 01/2021	100.00	10	5700	01	10
	2/1/2021	6359 8292-Greve Penrod Shandi	1/22/2021	AIRTABLE	Airtable Workspace Subscription 01/2021	<u>286.00</u>	10	5550	01	10
	Total 6359 8292-Greve Penrod Shandi					386.00				
	2/1/2021	6366 3690-Thomas Pamela	1/20/2021	ALA	Building Teams That Work:Registration-Thomas, Pam 01/2021	<u>59.00</u>	27	5290	02	27
	Total 6067 4476-Thompson Pamela					59.00				
	2/1/2021	6449 2388-Rose Erin	1/7/2021	LIBRARY JUICE ACADEMY	Metadata for Digital Collections:Registration-Rose, Erin 01/2021	<u>175.00</u>	27	5290	02	27
	Total 6449 2388-Rose Erin					175.00				
	2/1/2021	6615 7831-Porter Dena	1/29/2021	KROGER	Retirement Gift Card-CAR-Sparks, Kim 01/2021	100.00	85	5290	04	85
	2/1/2021	6615 7831-Porter Dena	1/30/2021	PANERA	Lunch-SHARE Staff (5) 01/2021	<u>39.93</u>	85	5290	04	85
	Total 6615 7831-Porter Dena					139.93				
	2/1/2021	6666 6914-Knirr John	1/7/2021	MICRO CENTER	EDW:SSD Adapter 01/2021	49.99	10	5360	01	10
	2/1/2021	6666 6914-Knirr John	1/9/2021	USPS	EDW:Postage 01/2021	2.79	10	5370	01	10
	2/1/2021	6666 6914-Knirr John	1/13/2021	DREAMHOST	Domain Name - Columbia Library 01/2021	15.99	10	5840	01	10
	2/1/2021	6666 6914-Knirr John	1/13/2021	DREAMHOST	Domain Name - Dupo Library 01/2021	15.99	10	5840	01	10
	2/1/2021	6666 6914-Knirr John	1/13/2021	DREAMHOST	Domain Name - Nokomis Library 01/2021	15.99	10	5840	01	10
	2/1/2021	6666 6914-Knirr John	1/13/2021	DREAMHOST	Domain Name - Troy Library 01/2021	15.99	10	5840	01	10
	2/1/2021	6666 6914-Knirr John	1/26/2021	DREAMHOST	Domain Name - illinoisheartland.us 01/2021	11.95	10	5580	01	10
	2/1/2021	6666 6914-Knirr John	1/27/2021	DREAMHOST	Domain Name - illinoisheartland.com 01/2021	15.99	10	5580	01	10
	2/1/2021	6666 6914-Knirr John	1/27/2021	DREAMHOST	Domain Name - illinoisheartland.info 01/2021	16.99	10	5580	01	10
	2/1/2021	6666 6914-Knirr John	1/27/2021	DREAMHOST	Domain Name - illinoisheartland.net 01/2021	<u>16.99</u>	10	5580	01	10
	Total 6666 6914-Knirr John					178.66				
	2/1/2021	6773 3101-Taylor Sarah	1/5/2021	USPS	Directors Univ-Postage to Mail USB Drives 01/2021	206.40	10	5330	01	10
	2/1/2021	6773 3101-Taylor Sarah	1/15/2021	USPS	Directors Univ-Postage to Mail USB Drives 01/2021	<u>61.15</u>	10	5330	01	10
	Total 6773 3101-Taylor Sarah					267.55				

Report Transaction Totals

4,478.78

Non-routine Credit Card Transactions Explanations

Brown, Troy M - Adobe Cloud annual renewal is used for images and graphics in communication and marketing material.

An additional annual software fee for password tracking and storing.

Popit, Ellen - Electronic filing, printing, and mailing of 2020 tax filings.

Thompson, Cassandra - Illinois Library Association (ILA) annual membership fees for Cassandra Thompson.

Stone, Shelley - ILA annual membership fees for Shelley Stone.

Illinois Heartland Library System

Credit Card Transactions

From 01/05/2021 Through 02/01/2021

Credit Card					Fund	G/L#	Loc#	Dept#	
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
Greve Penrod, Shandi - ILA annual membership fees for Shandi Greve Penrod. Airtable Workspace subscription is used for marketing planning.									
Thomas, Pamela - Registration for Building Teams That Work webinar for Pam Thomas.									
Rose, Erin - Registration for Metadata for Digital Collections online course for Erin Rose.									