

Illinois Heartland Library System

Disbursement Summary Report

Attachment 4.1

From 07/01/2020 Through 07/31/2020

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
7/13/2020	21866	No	AAIM EA Training and Consulting LLC	10	Pre-employment Background Check New Hires-CHA-Courier	56.20
7/13/2020	21867	No	Ameren Illinois	10	CHA:Gas 06/01-07/01/2020	72.25
7/13/2020	21868	No	Ameren Illinois	10	EDW:Gas 06/01-07/01/2020	67.62
7/13/2020	21869	No	Ameren Illinois	10	EDW:Electric & Lighting Srvcs 06/01-07/01/20	1,413.78
7/13/2020	21870	No	Arthur J Gallagher Risk Management Services Inc	10	Cyber & Privacy Liability Coverage 07/01/2020-06/30/2021	2,181.00 A
7/13/2020	21871	No	AT&T	10	EDW:Elevator Phone Line 07/04-08/03/2020	42.41
7/13/2020		No	AT&T	85	EDW:Elevator Phone Line 07/04-08/03/2020	42.41
7/13/2020	21872	No	AT&T	10	EDW:Fax Line 07/04-08/03/2020	23.92
7/13/2020		No	AT&T	32	EDW:Fax Line 07/04-08/03/2020	23.91
7/13/2020		No	AT&T	85	EDW:Fax Line 07/04-08/03/2020	23.91
7/13/2020	21873	No	The Auto Body Shop Inc	10	EDW:Repair Minor Damage to Left Side Lic #U32517	1,393.56
7/13/2020	21874	No	Monro Inc	10	EDW:Replace Battery & Change Oil/Filter Lic #U32517	235.98
7/13/2020		No	Monro Inc	10	EDW:Replace Battery Lic #U8313	126.99
7/13/2020	21875	No	Bel-O Sales & Service Inc	10	EDW:Maint of 11 HVAC Units & Replace Filters 06/30-	2,310.00 B
7/13/2020	21876	No	Bibliotheca LLC	85	eBook Subscriptions 06/01-06/30/2020	21,054.53 C
7/13/2020		No	Bibliotheca LLC	85	eBooks Subscriptions Purchases 06/29-06/30/2020	442.99
7/13/2020	21877	No	BJ's Printables Inc	10	Board Member Shirts (4)	98.40
7/13/2020	21878	No	Busey	10	Busey Credit Card Stmt Ending 07/02/20	240.62
7/13/2020		No	Busey	27	Busey Credit Card Stmt Ending 07/02/20	(176.75)
7/13/2020		No	Busey	32	Busey Credit Card Stmt Ending 07/02/20	1,199.52
7/13/2020		No	Busey	85	Busey Credit Card Stmt Ending 07/02/20	(177.54)
7/13/2020	21879	No	City of Edwardsville	10	EDW:Water & Sewer 04/06-06/08/20	66.70
7/13/2020	21880	No	Consolidated Communications	10	Local/Long Distance & Toll Free Line 07/01-07/31/2020	111.19
7/13/2020		No	Consolidated Communications	27	Local/Long Distance & Toll Free Line 07/01-07/31/2020	74.12
7/13/2020		No	Consolidated Communications	32	Local/Long Distance & Toll Free Line 07/01-07/31/2020	74.12
7/13/2020		No	Consolidated Communications	85	Local/Long Distance & Toll Free Line 07/01-07/31/2020	111.18
7/13/2020	21881	No	Dave's Precision Mowing	10	CHA:Mowing/Trimming/Blowing 06/02/20	70.00
7/13/2020		No	Dave's Precision Mowing	10	CHA:Mowing/Trimming/Blowing 06/09/20	70.00
7/13/2020		No	Dave's Precision Mowing	10	CHA:Mowing/Trimming/Blowing 06/16/20	70.00
7/13/2020		No	Dave's Precision Mowing	10	CHA:Mowing/Trimming/Blowing 06/22/20	70.00
7/13/2020		No	Dave's Precision Mowing	10	CHA:Mowing/Trimming/Blowing 06/29/20	70.00
7/13/2020	21882	No	Door Specialty Company of Champaign	10	CHA:Install Garage Door Lift Motor & 3 Additional Remotes	762.50
7/13/2020	21883	No	Gale/CENGAGE Learning	85	Gale Subscriptions to be Reimb by Member Libraries 06/30/2020-06/29/2021	37,274.09 D
7/13/2020	21884	No	H&H Health Associates	10	EAP Services 07/01/2020-06/30/2021	3,633.84 E
7/13/2020	21885	No	i3 Broadband - CU	10	CHA:Internet 07/01-07/31/2020	11.67
7/13/2020		No	i3 Broadband - CU	27	CHA:Internet 07/01-07/31/2020	11.66
7/13/2020		No	i3 Broadband - CU	85	CHA:Internet 07/01-07/31/2020	11.66
7/13/2020	21886	No	Secretary of State	27	FY20 Unused Grant Fund Due to ISL - Project 20-1004-CMC	9,570.33 F
7/13/2020	21887	No	Marketview Car Wash	10	CHA:Car & Van Wash	72.00
7/13/2020	21888	No	Midwest Automotive & Diesel	10	CHA:Repl Alt, Intercooler Tube, Washer Nozz & Change Oil/Filtr Lic #U30209	2,507.46
7/13/2020	21889	No	Myler Automotive Repair Inc	10	CHA:Replace Rear Differential Assy Lic #U32276	1,406.11
7/13/2020	21890	No	OST Rental	10	EDW:Rental of Storage Pods 07/01-07/31/20	275.00
7/13/2020	21891	No	Royal Cleaning & Lewis Enterprises	10	CHA:Janitorial Srvcs June 2020	600.00
7/13/2020	21892	No	SIUC Research Park Inc	10	CAR:Office Leasing/Electric & Lighting Srvcs/Fiber Internet	7,626.00
7/13/2020		No	SIUC Research Park Inc	85	CAR:Office Leasing/Electric & Lighting Srvcs/Fiber Internet	40.00
7/13/2020	21893	No	Charter Communications	10	EDW:Internet 07/01-07/31/2020	42.42
7/13/2020		No	Charter Communications	27	EDW:Internet 07/01-07/31/2020	42.41
7/13/2020		No	Charter Communications	32	EDW:Internet 07/01-07/31/2020	42.41
7/13/2020		No	Charter Communications	85	EDW:Internet 07/01-07/31/2020	42.41
7/13/2020	21894	No	Today's Technology Auto Repair, LLC	10	CAR:Replace, Mount & Balance Tires (4) Lic #U33056	841.83
7/13/2020	21895	No	Uline	10	CAR:Foam Floor Tiles (2 cs)	530.91
7/13/2020		No	Uline	10	CHA:Lock Loading Bars (2) Lic #U30209	201.75
7/13/2020	21896	No	Verizon Wireless	10	Cellphone Srvcs, MIFI, Router & After Hrs Line 05/24-	865.78
7/13/2020		No	Verizon Wireless	85	Cellphone Srvcs, MIFI, Router & After Hrs Line 05/24-	361.99
7/13/2020	21897	No	Wex Bank	10	Fuel Charges 06/06-07/05/2020	3,446.18

Illinois Heartland Library System
 Disbursement Summary Report
 From 07/01/2020 Through 07/31/2020

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
7/13/2020	21898	No	Xerox Financial Services	10	CAR:Base & Usage Chrg 05/24-06/23/2020	118.77
7/13/2020		No	Xerox Financial Services	85	CAR:Base & Usage Chrg 05/24-06/23/2020	83.30
7/22/2020	21899	No	4imprint Inc	10	Conference Promotions Handouts-Travel Mugs (350)	1,412.17 G
7/22/2020	21900	No	Above and Beyond Commercial Cleaning	10	EDW:Janitorial Srvcs, Trash Removal & Post Construction Clean-up June 2020	700.00
7/22/2020	21901	No	AT&T	10	EDW:Internet 07/10-08/09/2020	96.66
7/22/2020		No	AT&T	27	EDW:Internet 07/10-08/09/2020	96.66
7/22/2020		No	AT&T	32	EDW:Internet 07/10-08/09/2020	96.65
7/22/2020		No	AT&T	85	EDW:Internet 07/10-08/09/2020	96.65
7/22/2020	21902	No	Health Care Service Corporation	10	Health Ins 08/01-08/31/2020	15,691.05
7/22/2020		No	Health Care Service Corporation	27	Health Ins 08/01-08/31/2020	2,887.99
7/22/2020		No	Health Care Service Corporation	32	Health Ins 08/01-08/31/2020	1,323.79
7/22/2020		No	Health Care Service Corporation	85	Health Ins 08/01-08/31/2020	9,631.55
7/22/2020	21903	No	BJ's Printables Inc	10	EDW:Shirts (2), Jacket (1), & Caps (10) for Delivery Drivers	293.66
7/22/2020	21904	No	Color-Art Integrated Interiors LLC	10	CAR:Temperature Scanner Kiosk	930.00 H
7/22/2020		No	Color-Art Integrated Interiors LLC	10	CHA:Temperature Scanner Kiosk	930.00
7/22/2020		No	Color-Art Integrated Interiors LLC	10	EDW:Temperature Scanner Kiosk	930.00
7/22/2020	21905	No	Consolidated Insurance Agency	10	FY21 Treasurer's Bond - Bev Obert	1,750.00 I
7/22/2020	21906	No	Constellation NewEnergy - Gas Division	10	CHA:Gas Supply 06/01-06/30/2020	8.59
7/22/2020	21907	No	DELL MARKETING LP	10	EDW:Lithium Batteries (5)	179.98
7/22/2020		No	DELL MARKETING LP	85	EDW:Lithium Batteries (5)	269.97
7/22/2020	21908	No	Gateway Occupational Health	10	Pre-employment Drug Screen-EDW-Courier	49.50
7/22/2020		No	Gateway Occupational Health	10	Pre-employment Fit for Duty-EDW-Courier	93.00
7/22/2020	21909	No	GIS Benefits	10	Dental, AD&D, Life & Vision Ins 08/01-08/31/2020	1,168.87
7/22/2020		No	GIS Benefits	85	Dental, AD&D, Life & Vision Ins 08/01-08/31/2020	29.79
7/22/2020	21910	No	GIS Benefits	10	Dental, AD&D, Life & Vision Ins 08/01-08/31/2020	1,575.33
7/22/2020		No	GIS Benefits	27	Dental, AD&D, Life & Vision Ins 08/01-08/31/2020	233.81
7/22/2020		No	GIS Benefits	32	Dental, AD&D, Life & Vision Ins 08/01-08/31/2020	104.64
7/22/2020		No	GIS Benefits	85	Dental, AD&D, Life & Vision Ins 08/01-08/31/2020	833.46
7/22/2020	21911	No	Guardian	10	Supp Ins 08/01-08/31/2020	148.46
7/22/2020		No	Guardian	32	Supp Ins 08/01-08/31/2020	11.89
7/22/2020		No	Guardian	85	Supp Ins 08/01-08/31/2020	65.90
7/22/2020	21912	No	Kavanagh Scully	10	EDW:Legal Counsel re:Questions	1,620.00
7/22/2020	21913	No	LIMRiCC Unemployment Compensation Group Account	10	2 Qtr 2020 Unemployment Ins	2,946.10
7/22/2020		No	LIMRiCC Unemployment Compensation Group Account	27	2 Qtr 2020 Unemployment Ins	267.62
7/22/2020		No	LIMRiCC Unemployment Compensation Group Account	32	2 Qtr 2020 Unemployment Ins	40.65
7/22/2020		No	LIMRiCC Unemployment Compensation Group Account	85	2 Qtr 2020 Unemployment Ins	534.51
7/22/2020	21914	No	NCPERS Group Life Ins	10	Supp Life Ins 08/01-08/31/2020	(56.00)
7/22/2020		No	NCPERS Group Life Ins	32	Supp Life Ins 08/01-08/31/2020	24.00
7/22/2020		No	NCPERS Group Life Ins	85	Supp Life Ins 08/01-08/31/2020	64.00
7/22/2020	21915	No	Recorded Books Inc	85	RBDigital Subscriptions to be Reimb by Member Libr 07/01/2020-06/30/2021	20,000.00 J
7/22/2020	21916	No	Staples Credit Plan	10	CHA: Paper Trimmer & Copy Paper	212.44
7/22/2020		No	Staples Credit Plan	10	CHA:Notebooks & Paper Trimmer	46.24
7/22/2020		No	Staples Credit Plan	27	CHA:Notebooks & Paper Trimmer	26.00
7/22/2020	21917	No	Systemax Corporation	10	Conference Promotions Handouts (6,450 items)	10,490.50 K
7/22/2020	21918	No	Travelers CL Remittance Center	10	Employment Practices/Mgmt Liabilities Ins 07/01/2020-06/30/2021	5,330.00 L
7/22/2020	21919	No	Xerox Financial Services	10	EDW:Base & Usage Chrg 06/30-07/29/2020	109.44
7/24/2020	ACHIMRFJul2020	No	Illinois Municipal Retirement Fund	10	July 2020 IMRF Payment	13,077.32
7/24/2020		No	Illinois Municipal Retirement Fund	27	July 2020 IMRF Payment	2,426.31
7/24/2020		No	Illinois Municipal Retirement Fund	32	July 2020 IMRF Payment	1,272.54
7/24/2020		No	Illinois Municipal Retirement Fund	85	July 2020 IMRF Payment	8,148.94

Total 1000 - US Bank-General Fund

210,126.13

Illinois Heartland Library System
 Disbursement Summary Report
 From 07/01/2020 Through 07/31/2020

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
7/10/2020	ACHILPR20200710	No	Illinois Department of Revenue	10	IL Payroll Tax Deposit - PD 07/10/2020	2,939.85
7/10/2020		No	Illinois Department of Revenue	27	IL Payroll Tax Deposit - PD 07/10/2020	415.76
7/10/2020		No	Illinois Department of Revenue	32	IL Payroll Tax Deposit - PD 07/10/2020	170.29
7/10/2020		No	Illinois Department of Revenue	85	IL Payroll Tax Deposit - PD 07/10/2020	1,284.97
7/10/2020	ACHIRSPR20200710	No	Department of the Treasury	10	IRS Payroll Tax Deposit-PD 07/10/2020	15,430.39
7/10/2020		No	Department of the Treasury	27	IRS Payroll Tax Deposit-PD 07/10/2020	2,006.98
7/10/2020		No	Department of the Treasury	32	IRS Payroll Tax Deposit-PD 07/10/2020	915.40
7/10/2020		No	Department of the Treasury	85	IRS Payroll Tax Deposit-PD 07/10/2020	6,767.33
7/24/2020	ACHILPR20200724	No	Illinois Department of Revenue	10	IL Payroll Tax Deposit - PD 07/24/2020	3,317.24
7/24/2020		No	Illinois Department of Revenue	27	IL Payroll Tax Deposit - PD 07/24/2020	441.24
7/24/2020		No	Illinois Department of Revenue	32	IL Payroll Tax Deposit - PD 07/24/2020	181.48
7/24/2020		No	Illinois Department of Revenue	85	IL Payroll Tax Deposit - PD 07/24/2020	1,363.62
7/24/2020	ACHIRSPR20200724	No	Department of the Treasury	10	IRS Payroll Tax Deposit-PD 07/24/2020	17,414.53
7/24/2020		No	Department of the Treasury	27	IRS Payroll Tax Deposit-PD 07/24/2020	2,149.34
7/24/2020		No	Department of the Treasury	32	IRS Payroll Tax Deposit-PD 07/24/2020	989.47
7/24/2020		No	Department of the Treasury	85	IRS Payroll Tax Deposit-PD 07/24/2020	7,254.51

Total 1030 - US Bank - Web Junction/(Payroll) 63,042.40

Total Disbursed 273,168.53

Non-routine Bill Payments Explanations

- A-** Annual premium for Cyber & Privacy Liability Coverage 07/01/2020-06/30/2021.
- B-** Seasonal maintenance of 11 HVAC units at the Edwardsville office & replaced filters on 06/30/20 & 07/01/20.
- C-** eBooks purchased 06/01-06/30/20 & eBooks purchases to be reimbursed by members.
- D-** Pooled purchased annual Gale Subscriptions 06/30/2020-06/29/2021 for member libraries (Reimbursed by participating libraries).
- E-** Annual premium for Employee Assistance Program (EAP) 07/01/2020-06/30/2021.
- F-** FY2020 unused Cataloging Maintenance Center (CMC) Grant funds due to the Illinois State Library (ISL).
- G-** Conference Promotions Handouts-Travel Mugs (350). These were included in the FY2020 General Fund budget.
- H-** Balance for touchless temperature scanner kiosk for all IHLS offices.
- I-** FY2021 Treasurer's Bond annual renewal.
- J-** Pooled purchased annual RBDigital Subscriptions 07/01/20-06/30/21 for member libraries (Reimbursed by participating libraries).
- K-** Conference Promotions Handouts (6,450 items). These were included in the FY2020 General Fund budget.
- L-** Annual premium for Employment Practices & Management Liability Insurance 07/01/2020-06/30/2021.

Illinois Heartland Library System
 Credit Card Transactions
 From 06/02/2020 Through 07/02/2020

Credit Card						Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
6/30/2020	4654 2482-Brown Troy M	6/2/2020	MAILCHIMP	Subscription:MailChimp Monthly 06/2020	59.99	10	5330	04	10
6/30/2020	4654 2482-Brown Troy M	6/2/2020	PAYFLOW/PAYPAL	PayPal Monthly Srvc Fee 06/2020	30.00	85	5725	04	85
6/30/2020	4654 2482-Brown Troy M	6/3/2020	AMAZON	EDW:Logitech Wireless Wave Keyboard (2) 06/2020	73.98	32	5360	01	32
6/30/2020	4654 2482-Brown Troy M	6/5/2020	APPLE	EDW:Apple Developer Enterprise Program for Delivery iPad Project 06/2020	317.69	10	5360	01	20
6/30/2020	4654 2482-Brown Troy M	6/8/2020	DREAMHOST	Domain Name-Wood River PL 06/2020	15.99	10	5840	04	10
6/30/2020	4654 2482-Brown Troy M	6/8/2020	MICROSOFT	Online Cloud Backup 06/2020	192.10	10	5550	01	10
6/30/2020	4654 2482-Brown Troy M	6/8/2020	MICROSOFT	Online Cloud Backup 06/2020	192.10	85	5550	01	85
6/30/2020	4654 2482-Brown Troy M	6/10/2020	AMAZON	EDW:Office Chair for WR 06/2020	198.43	10	5365	01	10
6/30/2020	4654 2482-Brown Troy M	6/11/2020	AMAZON	EDW:Stand Up Desk Riser for WR 06/2020	139.95	10	5365	01	10
6/30/2020	4654 2482-Brown Troy M	6/22/2020	AMAZON	Amazon Business Prime Membership 06/2020	179.00	10	5580	01	10
6/30/2020	4654 2482-Brown Troy M	6/24/2020	RIPL	RIPL Conf:Refund Registration-Brown, Troy 06/2020	(1,300.00)	10	1600		
6/30/2020	4654 2482-Brown Troy M	6/27/2020	HIPCAST	Recording Storage 06/2020	4.95	85	5550	04	85
	Total 4654 2482-Brown Troy M				104.18				
6/30/2020	4695 2640-Petty Linda	6/4/2020	BOXEDB2BSALES	EDW:Face Masks (2) & Hand Sanitizer (1) 06/2020	79.97	10	5390	01	20
6/30/2020	4695 2640-Petty Linda	6/4/2020	FINISH LINE	CAR:Car Wash Lic #U18520 06/2020	12.99	10	5210	04	10
6/30/2020	4695 2640-Petty Linda	6/5/2020	WALMART	EDW:Moving Boxes (20) 06/2020	35.60	10	5365	01	10
6/30/2020	4695 2640-Petty Linda	6/5/2020	WALMART	EDW:Spray Bottles & Funnel for Disinfectant 06/2020	13.53	10	5390	01	20
6/30/2020	4695 2640-Petty Linda	6/7/2020	FINISH LINE	CAR:Van Wash Lic #U33806 06/2020	12.99	10	5210	04	20
6/30/2020	4695 2640-Petty Linda	6/8/2020	SAMS CLUB	EDW:Moving Boxes (300) 06/2020	599.40	10	5365	01	10
6/30/2020	4695 2640-Petty Linda	6/8/2020	SAMS CLUB	EDW:Refund-Moving Boxes (260) 06/2020	(519.48)	10	5365	01	10
6/30/2020	4695 2640-Petty Linda	6/9/2020	SAMS CLUB	EDW:Moving Boxes (80) 06/2020	172.79	10	5365	01	10
6/30/2020	4695 2640-Petty Linda	6/10/2020	FINISH LINE	CAR:Van Wash Lic #U33056 06/2020	12.99	10	5210	04	20
6/30/2020	4695 2640-Petty Linda	6/16/2020	FINISH LINE	CAR:Van Wash Lic #U33023 06/2020	12.99	10	5210	04	22
6/30/2020	4695 2640-Petty Linda	6/16/2020	USPS	EDW:Postage-Director's Univ Binders 06/2020	193.00	10	5370	01	10
6/30/2020	4695 2640-Petty Linda	6/19/2020	WALMART	EDW:Masking Tape & Sharpies 06/2020	10.90	10	5385	01	20
6/30/2020	4695 2640-Petty Linda	6/25/2020	AMERICAN CLEANERS	EDW:Dryclean Driver Shirts 06/2020	26.75	10	5385	01	20
6/30/2020	4695 2640-Petty Linda	6/25/2020	USPS	EDW:Postage 06/2020	11.28	10	5370	01	20
6/30/2020	4695 2640-Petty Linda	6/25/2020	WALMART	EDW:Safety Cones for Parking Lot (6) 06/2020	33.78	10	5195	01	10
6/30/2020	4695 2640-Petty Linda	6/30/2020	FINISH LINE	CAR:Van Wash Lic#U25399 06/2020	12.99	10	5210	04	10
6/30/2020	4695 2640-Petty Linda	6/30/2020	FINISH LINE	CAR:Van Wash Lic #U33021 06/2020	12.99	10	5210	04	20
6/30/2020	4695 2640-Petty Linda	6/30/2020	FINISH LINE	CAR:Van Wash Lic #U33022 06/2020	12.99	10	5210	04	20
	Total 4695 2640-Petty Linda				748.45				
6/30/2020	5042 9006-Popit Ellen C	6/17/2020	ALA	ALA Conf:Refund Registration-Popit, Ellen 06/2020	(365.00)	10	5290	04	10
	Total 5042 9006-Popit Ellen C				(365.00)				

Illinois Heartland Library System
 Credit Card Transactions
 From 06/02/2020 Through 07/02/2020

Credit Card						Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
6/30/2020	5085 0664-Palmer Susan	6/2/2020	STAPLES	EDW:Canon Ink Cartridges for WR 06/2020	55.18	10	5360	01	10
6/30/2020	5085 0664-Palmer Susan	6/5/2020	AMAZON	EDW:Calculator Tape (12) & 10x15 Envelopes (1) 06/2020	30.21	10	5365	01	10
6/30/2020	5085 0664-Palmer Susan	6/5/2020	AMAZON	EDW:Wrist Rests, Mouse Pad, Labels, Calc Tape & Env Moisteners 06/2020	137.47	32	5365	01	32
6/30/2020	5085 0664-Palmer Susan	6/5/2020	AMAZON	EDW:Yellow Highlighters (12) 06/2020	6.29	32	5365	01	32
6/30/2020	5085 0664-Palmer Susan	6/5/2020	MOLEKULE	EDW:Refund Tax-Air Purifiers (2) 06/2020	(87.38)	10	5190	01	10
6/30/2020	5085 0664-Palmer Susan	6/5/2020	MOLEKULE	CHA:Refund Tax-Air Purifiers (1) 06/2020	(43.69)	10	5190	02	10
6/30/2020	5085 0664-Palmer Susan	6/5/2020	MOLEKULE	CAR:Refund Tax-Air Purifiers (1) 06/2020	(43.68)	10	5190	04	10
6/30/2020	5085 0664-Palmer Susan	6/5/2020	OFFICEMAX/OFFICEDEPT	EDW:Scotch Tape (10), Inkjoy Gel Pens (12) & File Folders (3 bx) 06/2020	63.87	10	5365	01	10
6/30/2020	5085 0664-Palmer Susan	6/5/2020	OFFICEMAX/OFFICEDEPT	EDW:File Folders (1 bx) 06/2020	9.70	32	5365	01	32
6/30/2020	5085 0664-Palmer Susan	6/5/2020	SAMS CLUB	EDW:Trash Bags, C-Fold Paper Towels (1) & Kleenex (12) 06/2020	97.74	10	5190	01	10
6/30/2020	5085 0664-Palmer Susan	6/5/2020	SAMS CLUB	EDW:Ruler(2), File Folders, Binder Clips (12) & Heavy Duty Stapler 06/2020	91.18	32	5365	01	32
6/30/2020	5085 0664-Palmer Susan	6/5/2020	STAPLES	EDW:Electric Stapler 06/2020	38.66	32	5365	01	32
6/30/2020	5085 0664-Palmer Susan	6/6/2020	AMAZON	EDW:Hand Sanitizers for All Offices to Return to Work 06/2020	279.93	10	5390	01	10
6/30/2020	5085 0664-Palmer Susan	6/7/2020	AMAZON	EDW:Blue G2 Gell Pens (36) 06/2020	44.80	32	5365	01	32
6/30/2020	5085 0664-Palmer Susan	6/8/2020	AMAZON	EDW:Wrist Rest Pad (2) & Calc Ink Rollers 06/2020	33.92	32	5365	01	32
6/30/2020	5085 0664-Palmer Susan	6/9/2020	AMAZON	EDW:Face Masks (200) for All Offices to Return to Work 06/2020	119.96	10	5390	01	10
6/30/2020	5085 0664-Palmer Susan	6/9/2020	SAMS CLUB	EDW:Moving Boxes (50) 06/2020	99.90	10	5365	01	10
6/30/2020	5085 0664-Palmer Susan	6/10/2020	AMAZON	EDW:Bankers Boxes (20) 06/2020	50.17	10	5365	01	10
6/30/2020	5085 0664-Palmer Susan	6/10/2020	AMAZON	EDW:Bankers Boxes (20) 06/2020	50.17	32	5365	01	32
6/30/2020	5085 0664-Palmer Susan	6/10/2020	HOME DEPOT	EDW:Padlock for Trailer Pods 06/2020	21.40	10	5365	01	10
6/30/2020	5085 0664-Palmer Susan	6/10/2020	ILA	ILA Membership Dues-Palmer, Susan 06/2020	200.00	10	5700	01	10
6/30/2020	5085 0664-Palmer Susan	6/10/2020	OST RENTAL	EDW:Delivery & Rental of Storage Pods 06/2020	975.00	10	5195	01	10
6/30/2020	5085 0664-Palmer Susan	6/10/2020	USPS	EDW:Postage 06/2020	56.65	10	5370	01	10
6/30/2020	5085 0664-Palmer Susan	6/10/2020	USPS	EDW:Postage 06/2020	713.35	32	5370	01	32
6/30/2020	5085 0664-Palmer Susan	6/10/2020	USPS	EDW:Postage 06/2020	385.00	85	5370	01	85
6/30/2020	5085 0664-Palmer Susan	6/17/2020	ALA	ALA Conf:Refund Registration-Palmer, Susan 06/2020	(363.00)	10	5290	01	10
6/30/2020	5085 0664-Palmer Susan	6/22/2020	ALA	ALA Virtual Conf:Registration-Palmer, Susan 06/2020	60.00	10	5290	01	10
6/30/2020	5085 0664-Palmer Susan	6/24/2020	SAMS CLUB	EDW:8.5x11 Copy Paper (4) 06/2020	143.92	10	5360	01	10
6/30/2020	5085 0664-Palmer Susan	6/24/2020	SAMS CLUB	EDW:8.5x11 Copy Paper (2) 06/2020	71.96	85	5360	01	85
6/30/2020	5085 0664-Palmer Susan	6/27/2020	PANERA	Working Lunch-6 Staff 06/2020	49.89	10	5290	01	10
6/30/2020	5085 0664-Palmer Susan	6/27/2020	PANERA	Working Lunch-6 Staff 06/2020	56.35	10	5290	01	10
6/30/2020	5085 0664-Palmer Susan	6/27/2020	SAMS CLUB	Sams Club Membership Fee 06/2020	100.00	10	5365	01	10
6/30/2020	5085 0664-Palmer Susan	6/28/2020	AMAZON	EDW:7 Tier Desk Organizers (4) for Supply Room Paper 06/2020	221.92	10	5365	01	10
6/30/2020	5085 0664-Palmer Susan	6/30/2020	AMAZON	CAR:Air Purifier (1) 06/2020	531.44	10	5195	04	10
6/30/2020	5085 0664-Palmer Susan	6/30/2020	AMAZON	EDW:Black Ink Cartridge (1) 06/2020	39.89	10	5360	01	10

Illinois Heartland Library System
 Credit Card Transactions
 From 06/02/2020 Through 07/02/2020

Credit Card							Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code	Code
Total 5085 0664-Palmer Susan					4,298.17					
6/30/2020	5174 4296-Bednar Leslie M	6/24/2020	RIPL	RIPL Conf:Refund Registration-Bednar, Leslie 06/2020	(1,150.00)	10	1600			
6/30/2020	5174 4296-Bednar Leslie M	6/24/2020	RIPL	RIPL Conf:Refund Registration-Johnisee, Rhonda 06/2020	(1,150.00)	10	1600			
Total 5174 4296-Bednar Leslie M					(2,300.00)					
6/30/2020	5645 2424-Bushong Stacie L	6/17/2020	TARGET	Cards for Retiring Board Members 06/2020	31.92	10	5290	01	10	
6/30/2020	5645 2424-Bushong Stacie L	6/18/2020	SECRET GARDEN	Plant-Sympathy-Carter, Stacey 06/2020	70.09	10	5290	01	10	
6/30/2020	5645 2424-Bushong Stacie L	6/18/2020	TRUE COLORS	Flowers-Retirement-Pennington, Susan 06/2020	80.85	10	5290	01	10	
6/30/2020	5645 2424-Bushong Stacie L	6/24/2020	THE WEEPING WILLOW	Flowers-Retirement-West, Sandy 06/2020	<u>74.29</u>	10	5290	01	10	
Total 5645 2424-Bushong Stacie L					257.15					
6/30/2020	5720 1358-Downes Stephen	6/24/2020	DOMINOS	ILDS Drivers Mtg-CHA-Pizza 06/2020	<u>50.55</u>	10	5290	02	22	
Total 5720 1358-Downes Stephen					50.55					
6/30/2020	5724 8417-Kates Linda	6/4/2020	JIMMY JOHNS	Working Lunch-Delivery Staff 06/2020	29.49	10	5290	02	20	
6/30/2020	5724 8417-Kates Linda	6/8/2020	MEIJER	CHA:Spray Bottles for Disinfectant (12) 06/2020	25.08	10	5390	02	10	
6/30/2020	5724 8417-Kates Linda	6/11/2020	JETS PIZZA	Working Lunch - Delivery Staff 06/020	69.96	10	5290	02	20	
6/30/2020	5724 8417-Kates Linda	6/11/2020	TILTON CAR WASH	CHA:Box Truck Wash Lic #U30209	45.00	10	5210	02	22	
6/30/2020	5724 8417-Kates Linda	6/22/2020	AMAZON	CHA:Tape 06/2020	29.97	10	5385	02	20	
6/30/2020	5724 8417-Kates Linda	6/24/2020	AMAZON	CHA:Odor Eliminator Spray & Air Freshener 06/2020	31.96	10	5190	02	10	
6/30/2020	5724 8417-Kates Linda	6/24/2020	AMAZON	CHA:Phone Case & Holder 06/2020	<u>39.54</u>	10	5365	02	10	
Total 5724 8417-Kates Linda					271.00					
6/30/2020	6067 4476-Thompson Cassandra	6/15/2020	ICOLC	ICOLC 2020 Virtual Mtg:Registration-Thompson, Cassie 06/2020	81.20	85	5290	01	85	
6/30/2020	6067 4476-Thompson Cassandra	6/16/2020	ALA	Negotiating Lic Agreements Webinar:Registration-Thompson, Cassie 06/2020	175.00	85	5290	01	85	
6/30/2020	6067 4476-Thompson Cassandra	6/17/2020	ALA	ALA Conf:Refund Registration-Thompson, Cassie 06/2020	(363.00)	85	5290	01	85	
6/30/2020	6067 4476-Thompson Cassandra	6/24/2020	RIPL	RIPL Conf:Refund Registration-Thompson, Cassie 06/2020	(1,150.00)	85	1600			
6/30/2020	6067 4476-Thompson Cassandra	7/1/2020	MY COMMERCE	RDA Toolkit Institutional Subscription Renewal 06/2020	769.25	27	5550	01	27	
6/30/2020	6067 4476-Thompson Cassandra	7/1/2020	MY COMMERCE	RDA Toolkit Institutional Subscription Renewal 06/2020	<u>769.25</u>	85	5550	01	85	
Total 6067 4476-Thompson Cassandra					281.70					
6/30/2020	6094 1800-Granger Dominique S	7/1/2020	IDENTITY SYSTEMS	Nametags (5) 06/2020	<u>149.65</u>	10	5330	01	10	
Total 6094 1800-Granger Dominique S					149.65					
6/30/2020	6359 8292-Greve Penrod Shandi	6/24/2020	RIPL	RIPL Conf:Refund Registration-Greve Penrod, Shandi 06/2020	(1,150.00)	10	1600			
6/30/2020	6359 8292-Greve Penrod Shandi	6/8/2020	ALA	ALA Virtual Conf:Registration-Greve Penrod, Shandi 06/2020	<u>60.00</u>	10	5290	01	10	

Illinois Heartland Library System
 Credit Card Transactions
 From 06/02/2020 Through 07/02/2020

Credit Card							Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code	Code
Total 6359 8292-Greve Penrod Shandi					(1,090.00)					
6/30/2020	6359 8300-Elliott Edith	6/3/2020	FRED PRYOR	Great Communicator Seminar:Registration-Elliott, Edie 06/2020	99.00	85	5290	01	85	
6/30/2020	6359 8300-Elliott Edith	6/17/2020	ALA	ALA Conf:Refund Registration-Elliott, Edie 06/2020	<u>(473.00)</u>	85	5290	01	85	
Total 6359 8300-Elliott Edith					(374.00)					
6/30/2020	6449 2370-Schuler Faust Cheri	6/17/2020	ALA	ALA Conf:Refund Registration-Schuler-Faust, Cheri 06/2020	<u>(473.00)</u>	27	5290	01	27	
Total 6449 2370-Schuler Faust Cheri					(473.00)					
6/30/2020	6449 2388-Rose Erin	6/17/2020	ALA	ALA Conf:Refund Registration-Rose, Erin 06/2020	<u>(473.00)</u>	27	5290	02	27	
Total 6449 2388-Rose Erin					(473.00)					

Report Transaction Totals

1,085.85

Non-routine Credit Card Transactions Explanations

- Brown, Troy M - Apple Developer Enterprise Program to create iPad applications for Delivery iPad project.
 Office chair and desk riser needed for staff working remotely.
 Refund for Research Institute for Public Libraries (RIPL) conference registration for Troy Brown.
- Popit, Ellen C - Refund for American Library Association (ALA) conference registration for Ellen Popit.
- Palmer, Susan - Illinois Library Association (ILA) annual membership dues for Susan Palmer.
 Delivery and rental of storage containers for the storage of the first floor desks and equipment in anticipation of flooring replacement at the Edwardsville office.
 Refund for ALA conference registration for Susan Palmer.
 Registration for ALA virtual conference for Susan Palmer.
 Sam's Club annual membership dues.
 Air purifier purchased as part of the IHLS reopening plan to provide protection to staff from COVID-19.
- Bednar, Leslie M - Refund of RIPL registration for Leslie Bednar and Rhonda Johnisee. Refund was less \$150 that was applied to the virtual conference registration fees.
- Thompson, Cassandra - Registration for the International Coalition of Library Consortia (ILCOC) virtual meeting for Cassandra Thompson.
 Registration for "Negotiating License Agreements and Pricing with Confidence" webinar for Cassandra Thompson.
 Refund for ALA conference registration for Cassandra Thompson.
 Refund of RIPL registration for Cassandra Thompson. Refund was less \$150 that was applied to the virtual conference registration fee.
 Renewal of the annual RDA Toolkit institutional subscriptions for Cataloging Maintenance Center (CMC) and SHARE.
- Greve Penrod, Shandi - Refund of RIPL registration for Shandi Greve Penrod. Refund was less \$150 that was applied to the virtual conference registration fee.
 Registration for ALA virtual conference for Shandi Greve Penrod.
- Elliott, Edith - Registration for "How to Become a Great Communicator" live online seminar.
 Refund for ALA conference registration for Edith Elliott.
- Schuler Faust, Cheri - Refund for ALA conference registration for Cheri Schuler-Faust.
- Rose, Erin - Refund for ALA conference registration for Erin Rose.