

Illinois Heartland Library System
 Disbursement Summary Report
 From 07/01/2022 Through 07/31/2022

Attachment 4.1

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
7/8/2022	ACHILPR20220708	No	Illinois Department of Revenue	10	IL Payroll Tax Deposit - PD 07/08/2022	3,715.08
7/8/2022		No	Illinois Department of Revenue	27	IL Payroll Tax Deposit - PD 07/08/2022	824.77
7/8/2022		No	Illinois Department of Revenue	32	IL Payroll Tax Deposit - PD 07/08/2022	185.66
7/8/2022		No	Illinois Department of Revenue	85	IL Payroll Tax Deposit - PD 07/08/2022	1,532.18
7/8/2022	ACHIRS20220708	No	Department of the Treasury	10	IRS Payroll Tax Deposit-PD 07/08/2022	19,292.66
7/8/2022		No	Department of the Treasury	27	IRS Payroll Tax Deposit-PD 07/08/2022	3,811.91
7/8/2022		No	Department of the Treasury	32	IRS Payroll Tax Deposit-PD 07/08/2022	1,008.92
7/8/2022		No	Department of the Treasury	85	IRS Payroll Tax Deposit-PD 07/08/2022	7,914.19
7/14/2022	23513	No	AAIM EA Training and Consulting LLC	10	Pre-employment Background Check	289.40
7/14/2022		No	AAIM EA Training and Consulting LLC	85	Pre-employment Background Check	138.70
7/14/2022	23514	No	Ameren Illinois	10	CHA:Gas 06/01-07/01/2022	63.45
7/14/2022	23515	No	Ameren Illinois	10	EDW:Gas 06/01-07/01/2022	57.24
7/14/2022	23516	No	Ameren Illinois	10	EDW:Electric & Lighting Svcs 06/01-07/01/2022	1,991.75
7/14/2022	23517	No	American Pest Control	10	CHA:Monthly Extermination 07/08/2022	35.00
7/14/2022	23518	No	Arthur J Gallagher Risk Management	10	Cyber & Privacy Liability Coverage 07/01/2022-06/30/2023	3,630.00 A
7/14/2022	23519	No	AT&T	10	EDW:Elevator Phone Line 06/05-07/04/2022	5.40
7/14/2022		No	AT&T	85	EDW:Elevator Phone Line 06/05-07/04/2022	5.40
7/14/2022	23520	No	AT&T	10	EDW:Fax Line 06/05-07/04/2022	59.43
7/14/2022		No	AT&T	32	EDW:Fax Line 06/05-07/04/2022	59.42
7/14/2022		No	AT&T	85	EDW:Fax Line 06/05-07/04/2022	59.42
7/14/2022	23521	No	Bibliotheca LLC	85	Cloud Library Platform Fee 07/01/2022-06/30/2023	25,000.00 B
7/14/2022		No	Bibliotheca LLC	85	eBooks Purchased & eBooks to be Reimb by Member Libraries 06/01-06/30/2022	9,297.91 C
7/14/2022	23522	No	Buildingstars Operations Inc	10	EDW:Janitorial Svcs July 2022	670.00
7/14/2022	23523	No	Carle	10	Pre-employment Drug Screen & Fit for Duty Exam	124.00
7/14/2022		No	Carle	85	Pre-employment Drug Screen & Fit for Duty Exam	49.00
7/14/2022	23524	No	Constellation NewEnergy - Gas Division LLC	10	CHA:Gas Supply 06/01-06/30/2022	10.48
7/14/2022	23525	No	Dave's Precision Mowing	10	CHA:Mowing Fuel Surcharge	24.00
7/14/2022		No	Dave's Precision Mowing	10	CHA:Mowing/Trimming/Blowing 06/07/2022	80.00
7/14/2022		No	Dave's Precision Mowing	10	CHA:Mowing/Trimming/Blowing 06/14/2022	80.00
7/14/2022		No	Dave's Precision Mowing	10	CHA:Mowing/Trimming/Blowing 06/28/2022	80.00
7/14/2022	23526	No	Enterprise FM Trust	10	Monthly Leasing 07/01-07/31/2022	6,386.42
7/14/2022	23527	No	First Mid-Illinois Bank & Trust	10	Safe Deposit Box 08/01/2022-08/01/2023	60.00
7/14/2022	23528	No	Ford & Harrison LLP	10	Legal Counsel re:Contract 06/07-06/08/2022 1.5 hrs	630.00
7/14/2022	23529	No	Gale/CENGAGE Learning	85	Gale Subscriptions to be Reimb by Member Libraries 06/30/2022-06/29/2023	15,473.00 D
7/14/2022	23530	No	Gateway Occupational Health	85	Pre-employment Drug Screen-EDW-Admin Assistant	49.50
7/14/2022	23531	No	HR Source	10	Webinar Series Session #3 - Legal Issues	1,950.00 E
7/14/2022	23532	No	i3 Broadband - CU	10	CHA:Internet 07/01-07/31/2022	11.67
7/14/2022		No	i3 Broadband - CU	27	CHA:Internet 07/01-07/31/2022	11.66
7/14/2022		No	i3 Broadband - CU	85	CHA:Internet 07/01-07/31/2022	11.66
7/14/2022	23533	No	Technology Management Rev Fund	85	CAR:Bandwidth 05/01-05/31/2022	270.00
7/14/2022	23534	No	LIMRiCC Unemployment Compensation	10	2 QTR 2022 Unemployment Ins	916.25
7/14/2022		No	LIMRiCC Unemployment Compensation	27	2 QTR 2022 Unemployment Ins	20.16
7/14/2022		No	LIMRiCC Unemployment Compensation	32	2 QTR 2022 Unemployment Ins	10.13
7/14/2022		No	LIMRiCC Unemployment Compensation	85	2 QTR 2022 Unemployment Ins	188.07
7/14/2022	23535	No	Marketview Car Wash	10	U32274, U33167, U35100, U 34175 - Van Wash	40.00
7/14/2022	23536	No	Minuteman Press	10	Advocacy & Networking:Business Cards (4 Staff & 3 Board Members)	209.93
7/14/2022		No	Minuteman Press	10	EDW:Office Supplies	160.00
7/14/2022		No	Minuteman Press	10	Promotional Printing:Brochure Folders (1,000)	4,114.40 F
7/14/2022	23537	No	Mountain Valley Water of Carbondale	10	CAR:5 Gallon Purified Water Bottle (2)	14.00
7/14/2022	23538	No	Patterson Brake & Front End Service Inc	10	EDW:Replace Tires (2) & Grease Lift Gate Lic #U31660	1,462.50
7/14/2022	23539	No	Safelite Fulfillment Inc	10	CAR:Replace Windshield Lic #U33806	685.89
7/14/2022		No	Safelite Fulfillment Inc	10	U33806 - Replace Windshield	(398.21)
7/14/2022	23540	No	SIUC Research Park Inc	10	CAR:Office Leasing, Electric & Lighting Svcs & Fiber Internet	7,737.53
7/14/2022		No	SIUC Research Park Inc	85	CAR:Office Leasing, Electric & Lighting Svcs & Fiber Internet	10.00
7/14/2022	23541	No	Speed Lube # 14	10	U32274 - Change Oil/Filter	69.95
7/14/2022		No	Speed Lube # 14	10	U35058 - Change Oil/Filter	69.95
7/14/2022		No	Speed Lube # 14	10	U35100 - Change Oil/Filter	69.95
7/14/2022	23542	No	Tire Choice #390	10	U33020 - Change Oil/Filter & Tire Rotation	63.74
7/14/2022		No	Tire Choice #390	10	U33807-Change Oil/Filter & Tire Rotation	63.74

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From 07/01/2022 Through 07/31/2022

Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Description	Transaction Amount
				Code	Transaction Description		
7/14/2022	23543	No	Verizon	10	GPS Units (22) 06/28-06/30/2022		38.50
7/14/2022	23544	No	WSIU Public Broadcasting	10	Sponsorship:PBS 24/7 Kids - June & July Installments		260.00
7/14/2022	23545	No	Xerox Financial Services	10	Base & Usage Chrg 05/30-06/29/2022		241.26
7/14/2022		No	Xerox Financial Services	27	Base & Usage Chrg 05/30-06/29/2022		125.59
7/14/2022		No	Xerox Financial Services	32	Base & Usage Chrg 05/30-06/29/2022		180.03
7/14/2022		No	Xerox Financial Services	85	Base & Usage Chrg 05/30-06/29/2022		125.58
7/14/2022	23546	No	Busey	10	Busey Credit Card Stmt Ending 06/30/2022		18,519.29
7/14/2022		No	Busey	27	Busey Credit Card Stmt Ending 06/30/2022		3,006.30
7/14/2022		No	Busey	32	Busey Credit Card Stmt Ending 06/30/2022		1,704.67
7/14/2022		No	Busey	85	Busey Credit Card Stmt Ending 06/30/2022		3,977.79
7/14/2022	23547	No	Solus	85	Solus Library App Customization Annual Fee & Impl Fee		1,050.00
7/14/2022	23548	No	Solus	85	Solus Library App Customization Annual Fee 07/01/22-06/30/23 & Impl Fee		2,100.00
7/22/2022	ACHILPR20220722	No	Illinois Department of Revenue	10	IL Payroll Tax Deposit - PD 07/22/2022		3,643.24
7/22/2022		No	Illinois Department of Revenue	27	IL Payroll Tax Deposit - PD 07/22/2022		823.28
7/22/2022		No	Illinois Department of Revenue	31	IL Payroll Tax Deposit - PD 07/22/2022		60.41
7/22/2022		No	Illinois Department of Revenue	32	IL Payroll Tax Deposit - PD 07/22/2022		190.87
7/22/2022		No	Illinois Department of Revenue	85	IL Payroll Tax Deposit - PD 07/22/2022		1,522.53
7/22/2022	ACHIRS20220722	No	Department of the Treasury	10	IRS Payroll Tax Deposit-PD 07/22/2022		18,936.89
7/22/2022		No	Department of the Treasury	27	IRS Payroll Tax Deposit-PD 07/22/2022		3,807.29
7/22/2022		No	Department of the Treasury	31	IRS Payroll Tax Deposit-PD 07/22/2022		364.90
7/22/2022		No	Department of the Treasury	32	IRS Payroll Tax Deposit-PD 07/22/2022		1,048.39
7/22/2022		No	Department of the Treasury	85	IRS Payroll Tax Deposit-PD 07/22/2022		7,875.61
7/28/2022	23549	No	TAH Concepts LLC d/b/a Alternative	32	Traverse Maint Agreement 07/23/2022-07/22/2023		2,180.20
7/28/2022	23550	No	Ameren Illinois	10	CHA:Electric & Lighting Srvc 06/16-07/18/2022		1,332.79
7/28/2022	23551	No	AT&T	10	EDW:Internet 07/10-08/09/2022		154.24
7/28/2022		No	AT&T	27	EDW:Internet 07/10-08/09/2022		154.24
7/28/2022		No	AT&T	32	EDW:Internet 07/10-08/09/2022		154.24
7/28/2022		No	AT&T	85	EDW:Internet 07/10-08/09/2022		154.24
7/28/2022	23552	No	Health Care Service Corporation	10	Health Ins 08/01-08/31/2022		17,953.94
7/28/2022		No	Health Care Service Corporation	27	Health Ins 08/01-08/31/2022		4,822.94
7/28/2022		No	Health Care Service Corporation	31	Health Ins 08/01-08/31/2022		412.89
7/28/2022		No	Health Care Service Corporation	32	Health Ins 08/01-08/31/2022		1,423.96
7/28/2022		No	Health Care Service Corporation	85	Health Ins 08/01-08/31/2022		13,145.95
7/28/2022	23553	No	Leslie M Bednar	10	Mileage Reimb-Bednar, Leslie-Trvl to Effingham PL for Board Orientation		57.97
7/28/2022	23554	No	Bel-O Sales & Service Inc	10	Maint on 11 HVAC Units & Replace Filters 07/18-07/19/2022		2,593.00
7/28/2022	23555	No	City of Edwardsville	10	EDW:Water & Sewer 05/02-07/04/2022		142.00
7/28/2022	23556	No	DELL MARKETING LP	10	EDW:Laptop, Monitor, Keyboard & Mouse (1)		3,000.00
7/28/2022	23557	No	Environmental Consultants LLC	10	Mold Testing & Report		2,843.00
7/28/2022	23558	No	Guardian	10	Dental, AD&D, Life & Vision Ins 08/01-08/31/2022		2,806.60
7/28/2022		No	Guardian	27	Dental, AD&D, Life & Vision Ins 08/01-08/31/2022		440.59
7/28/2022		No	Guardian	31	Dental, AD&D, Life & Vision Ins 08/01-08/31/2022		24.97
7/28/2022		No	Guardian	32	Dental, AD&D, Life & Vision Ins 08/01-08/31/2022		105.71
7/28/2022		No	Guardian	85	Dental, AD&D, Life & Vision Ins 08/01-08/31/2022		1,068.08
7/28/2022	23559	No	IHLS-OCLC	85	FY23 Annual OCLC Service Fee 07/01/22-06/30/23-IHI		225.27
7/28/2022	23560	No	Technology Management Rev Fund	85	CAR:Bandwidth 06/01-06/30/2022		270.00
7/28/2022	23561	No	Illini Janitorial	10	CHA:Janitorial Srvc for June 2022		525.00
7/28/2022	23562	No	McNaughton/Brodart Co	85	McNaughton Book Leasing Annual Subscription Fee 07/01/2022-06/30/2023		8,594.21
7/28/2022	23563	No	Mountain Valley Water of Carbondale	10	CAR:5 Gallon Purified Water Bottle (1)		7.50
7/28/2022	23564	No	NCPERS Group Life Ins	10	Supp Life Ins 08/01-08/31/2022		96.00
7/28/2022		No	NCPERS Group Life Ins	31	Supp Life Ins 08/01-08/31/2022		8.00
7/28/2022		No	NCPERS Group Life Ins	32	Supp Life Ins 08/01-08/31/2022		24.00
7/28/2022		No	NCPERS Group Life Ins	85	Supp Life Ins 08/01-08/31/2022		80.00
7/28/2022	23565	No	Nextgen Solutions	10	CAR:Usage Chrg 06/01-06/30/2022		20.03
7/28/2022		No	Nextgen Solutions	85	CAR:Usage Chrg 06/01-06/30/2022		16.87
7/28/2022	23566	No	Republic Services # 729	10	CHA:Trash & Recycling Removal 08/01-08/31/2022		201.23
7/28/2022	23567	No	Republic Services # 350	10	EDW:Trash & Recycling Removal 08/01-08/31/2022		195.02
7/28/2022	23568	No	Selective Insurance Company of America	10	CAR:Flood Insurance 08/06/2022-08/05/2023		675.00
7/28/2022	23569	No	Shred-it USA	10	EDW:Shredding 07/21/2022		68.60
7/28/2022	23570	No	Speed Lube # 14	10	U33167 - Change Oil/Filter		73.45

Illinois Heartland Library System

Disbursement Summary Report

From 07/01/2022 Through 07/31/2022

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
7/28/2022		No	Speed Lube # 14	10	U34175 - Change Oil/Filter	80.57
7/28/2022	23571	No	Staples Credit Plan	85	CAR:Desk (1)	278.90 O
7/28/2022	23572	No	The Hartford	10	Auto Ins Credit & Workers Comp Ins Salary Adjustment 07/01/22-06/30/23	4,821.00 P
7/28/2022	23573	No	Today's Technology Auto Repair, LLC	10	U33021 - Clean Out HVAC Drain Clog	47.03
7/28/2022		No	Today's Technology Auto Repair, LLC	10	U33022 - Change Oil/Filter & Tire Rotation	78.17
7/28/2022		No	Today's Technology Auto Repair, LLC	10	U33023 - Replace Seals at Steering Gear, Replace Brakes &	704.80
7/28/2022	23574	No	Travelers CL Remittance Center	10	Employment Practices/Mgmt Liabilities Ins 07/01/2022-	6,851.00 Q
7/28/2022	23575	No	Verizon Wireless	10	Cellphone Srvcs, MIFI, Router & After Hrs Line 06/24-07/23/2022	661.79
7/28/2022		No	Verizon Wireless	32	Cellphone Srvcs, MIFI, Router & After Hrs Line 06/24-07/23/2022	8.34
7/28/2022		No	Verizon Wireless	85	Cellphone Srvcs, MIFI, Router & After Hrs Line 06/24-07/23/2022	368.94
7/28/2022	23576	No	Wex Bank	10	Fuel Charges 06/23/2022-07/23/2022	21,067.40
7/28/2022		No	Wex Bank	27	Fuel Charges 06/23/2022-07/23/2022	20.91
7/28/2022		No	Wex Bank	85	Fuel Charges 06/23/2022-07/23/2022	257.97
7/28/2022	23577	No	Xerox Financial Services	10	CAR:Base Chrg July 2022	119.05
7/28/2022		No	Xerox Financial Services	85	CAR:Base Chrg July 2022	84.33
7/28/2022	23578	No	Lesley Zavediuk	10	Grant Services July 2022	2,900.00 R
7/28/2022	ACHIMRFJul2022	No	Illinois Municipal Retirement Fund	10	July 2022 IMRF Payment	7,364.00
7/28/2022		No	Illinois Municipal Retirement Fund	27	July 2022 IMRF Payment	2,654.24
7/28/2022		No	Illinois Municipal Retirement Fund	31	July 2022 IMRF Payment	72.36
7/28/2022		No	Illinois Municipal Retirement Fund	32	July 2022 IMRF Payment	824.79
7/28/2022		No	Illinois Municipal Retirement Fund	85	July 2022 IMRF Payment	3,992.80

Total Disbursed

309,369.80

Non-routine Bill Payments Explanations

- A-** Annual premium for cyber and privacy liability insurance 07/01/2022-06/30/2023.
- B-** Cloud Library annual platform fee 07/01/2022-06/30/2023.
- C-** Purchase of eBooks from 06/01-06/30/22 & eBooks purchases to be reimbursed by participating libraries.
- D-** Gale annual subscription 06/30/2022-06/29/2023. This is fully reimbursed by participating libraries.
- E-** HR Source webinar series session #3 "Legal Issues". This is partially reimbursed by member libraries.
- F-** Promotional printing of (1,000) brochure folders for conference handouts.
- G-** Solus Library App customization template subscription and implementation fees.
- H-** Annual maintenance agreement for the Traverse accounting software. This software supports the OCLC billing activity and is included in the FY2023 OCLC Budget.
- I-** Seasonal maintenance of 11 HVAC units and replacement of filters at the Edwardsville office.
- J-** Scheduled replacement of (1) laptop, monitor, keyboard and mouse for staff.
- K-** Follow up mold testing completed after the remodel of the first and second floors at the Edwardsville office.
- L-** FY2023 annual OCLC service fee 07/01/22-06/30/23 for account IHI. This is used by the SHARE cataloging department.
- M-** McNaughton book leasing annual subscription fee 07/01/2022-06/30/2023. Fully reimbursed by participating libraries.
- N-** Annual premium for flood insurance at the Carbondale office 08/06/2022-08/05/2023.
- O-** Purchase of (1) desk at the Carbondale office.
- P-** Auto and workers compensation insurance adjustments based on rate discounts and FY2023 budgeted salaries.
- Q-** Annual premium for employment practices and management liabilities insurance 07/01/2022-06/30/2023.
- R-** Grant contracting services for July 2022.

Illinois Heartland Library System
 Credit Card Transactions
 From 06/02/2022 Through 07/01/2022

Credit Card						Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
6/30/2022	1644 9246-Egts Katherine	6/13/2022	AMIGOS LIBRARY SERVICES	Basic SQL Course:Registration-Egts, Katy 06/2022	270.00	27	5290	01	27
6/30/2022	1644 9246-Egts Katherine	6/13/2022	LIBRARY JUICE	Python for Librarians Course:Registration-Egts, Katy 06/2022	200.00	27	5290	01	27
6/30/2022	1644 9246-Egts Katherine	6/14/2022	ANCESTRY.COM	Ancestry.com Subscription 06/2022	<u>119.00</u>	27	5550	01	27
Total 1644 9246-Egts Katherine					589.00				
6/30/2022	4695 2640-Petty Linda	6/3/2022	HOME2SUITES	CAR Trip:Lodging-Petty, Linda 06/2022	86.25	10	5265	01	20
6/30/2022	4695 2640-Petty Linda	6/3/2022	MCALISTERS DELI	CAR Trip:Dinner-Petty, Linda 06/2022	19.54	10	5260	01	10
6/30/2022	4695 2640-Petty Linda	6/4/2022	FINISH LINE	CAR:Car Wash Lic #U18520 06/2022	17.99	10	5210	04	10
6/30/2022	4695 2640-Petty Linda	6/7/2022	FINISH LINE	CAR:Van Wash Lic #U33806 06/2022	17.99	10	5210	04	20
6/30/2022	4695 2640-Petty Linda	6/16/2022	FINISH LINE	CAR:Van Wash Lic #U33023 06/2022	17.99	10	5210	04	22
6/30/2022	4695 2640-Petty Linda	6/17/2022	ALVIES TOWING	EDW:Tire Change Lic #U35060 06/2022	168.00	10	5210	01	20
6/30/2022	4695 2640-Petty Linda	6/18/2022	FINISH LINE	CAR:Van Wash Lic #U33056 06/2022	17.99	10	5210	04	20
6/30/2022	4695 2640-Petty Linda	6/24/2022	MOBILE AUTO PROS	EDW:Staff Vehicle Detailing (2) 06/2022	245.00	10	5210	01	10
6/30/2022	4695 2640-Petty Linda	6/24/2022	MOBILE AUTO PROS	EDW:Delivery Vehicle Detailing (8) 06/2022	600.00	10	5210	01	20
6/30/2022	4695 2640-Petty Linda	6/27/2022	WALMART	EDW:Washer Fluid (6) 06/2022	15.96	10	5210	01	20
6/30/2022	4695 2640-Petty Linda	6/30/2022	FINISH LINE	CAR:Van Wash Lic #U25399 06/2022	17.99	10	5210	04	10
6/30/2022	4695 2640-Petty Linda	6/30/2022	FINISH LINE	CAR:Van Wash Lic #U33021 06/2022	17.99	10	5210	04	20
6/30/2022	4695 2640-Petty Linda	6/30/2022	FINISH LINE	CAR:Van Wash Lic #U33022 06/2022	<u>17.99</u>	10	5210	04	20
Total 4695 2640-Petty Linda					1,260.68				
6/30/2022	5085 0664-Palmer Susan	6/14/2022	AMAZON	EDW:HP LaserJet Toner Cartridge 06/2022	109.99	32	5360	01	32
6/30/2022	5085 0664-Palmer Susan	6/14/2022	AMAZON	EDW:Microfiber Cleaning Cloths 06/2022	6.95	32	5365	01	32
6/30/2022	5085 0664-Palmer Susan	6/14/2022	AMAZON	EDW:File Folders, Scale, Sticky Notes, Headphone Stands, Ink & Pens 06/2022	324.30	32	5365	01	32
6/30/2022	5085 0664-Palmer Susan	6/14/2022	USPS	EDW:Postage 06/2022	350.00	32	5370	01	32
6/30/2022	5085 0664-Palmer Susan	6/15/2022	AMAZON	EDW:Inkjoy Gel Pens (12) 06/2022	15.99	32	5365	01	32
6/30/2022	5085 0664-Palmer Susan	6/15/2022	SAMS CLUB	EDW:9V, AA & AAA Batteries 06/2022	50.57	10	5360	01	10
6/30/2022	5085 0664-Palmer Susan	6/15/2022	SAMS CLUB	EDW:9V, AA & AAA Batteries 06/2022	88.31	32	5360	01	32
6/30/2022	5085 0664-Palmer Susan	6/19/2022	AMAZON	EDW:Self-Adhesive Vinyl Pockets (96) 06/2022	35.98	10	5385	01	20
6/30/2022	5085 0664-Palmer Susan	6/19/2022	AMAZON	EDW:Endust Cleaning Spray 06/2022	7.08	32	5365	01	32
6/30/2022	5085 0664-Palmer Susan	6/20/2022	AMAZON	EDW:Replacement Ink Cartridges 06/2022	41.57	32	5360	01	32
6/30/2022	5085 0664-Palmer Susan	6/21/2022	SAMS CLUB	EDW:C-Fold Paper Towels & Hand Soap 06/2022	122.16	10	5190	01	10
6/30/2022	5085 0664-Palmer Susan	6/24/2022	OFFICEDEPOT/OFFICEMAX	EDW:Wireless Keyboard & Mouse Combo (1) 06/2022	53.12	32	5360	01	32
6/30/2022	5085 0664-Palmer Susan	6/24/2022	OFFICEDEPOT/OFFICEMAX	EDW:Wireless Keyboard & Mouse Combo (3) 06/2022	159.34	85	5360	01	85
6/30/2022	5085 0664-Palmer Susan	6/24/2022	TARGET	EDW:Task Lamp 06/2022	53.11	85	5365	01	85
6/30/2022	5085 0664-Palmer Susan	6/26/2022	AMAZON	EDW:Ring Lights for Virtual Meetings (3) 06/2022	73.14	10	5360	01	10
6/30/2022	5085 0664-Palmer Susan	6/26/2022	AMAZON	EDW:Wireless Doorbell 06/2022	21.99	10	5365	01	10
6/30/2022	5085 0664-Palmer Susan	6/26/2022	AMAZON	EDW:File Pockets & Metal Hooks 06/2022	34.64	32	5365	01	32
6/30/2022	5085 0664-Palmer Susan	6/26/2022	AMAZON	EDW:Space Heaters (2) 06/2022	59.92	85	5360	01	85

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6/30/2022	5085 0664-Palmer Susan	6/27/2022	AMAZON	EDW:Planter Boxes (2) & Bookends 06/2022	69.33	10	5365	01	10
6/30/2022	5085 0664-Palmer Susan	6/27/2022	AMAZON	EDW:Clamp-on Lamp 06/2022	21.11	10	5365	01	20
6/30/2022	5085 0664-Palmer Susan	6/27/2022	AMAZON	EDW:Ring Light for Virtual Meetings (1) 06/2022	19.59	32	5360	01	32
6/30/2022	5085 0664-Palmer Susan	6/27/2022	AMAZON	EDW:Anti-Fatigue Mat (2) 06/2022	59.98	32	5365	01	32
6/30/2022	5085 0664-Palmer Susan	6/27/2022	AMAZON	EDW:Anti-Fatigue Mat (1) & Computer Screen Stand 06/2022	55.98	85	5365	01	85
6/30/2022	5085 0664-Palmer Susan	6/27/2022	SAMS CLUB	Sams Club Membership Fee 06/2022	100.00	10	5365	01	10
6/30/2022	5085 0664-Palmer Susan	6/28/2022	AMAZON	EDW:Drink Mix for Delivery Staff 06/2022	67.96	10	5365	01	10
6/30/2022	5085 0664-Palmer Susan	6/28/2022	AMAZON	CHA:Drink Mix for Delivery Staff 06/2022	67.96	10	5365	02	10
6/30/2022	5085 0664-Palmer Susan	6/28/2022	AMAZON	CAR:Drink Mix for Delivery Staff 06/2022	50.97	10	5365	04	10
6/30/2022	5085 0664-Palmer Susan	6/29/2022	AMAZON	EDW:Monitor 06/2022	229.99	32	5360	01	32
6/30/2022	5085 0664-Palmer Susan	6/29/2022	PROPRINTS	Pictures for IHLS Offices 06/2022	<u>2,508.83</u>	10	5365	01	10
Total 5085 0664-Palmer Susan					4,859.86				
6/30/2022	5912 4772-Brown Troy M	6/2/2022	MAILCHIMP	Subscription:MailChimp Monthly 06/2022	69.99	10	5550	01	10
6/30/2022	5912 4772-Brown Troy M	6/2/2022	PAYFLOW/PAYPAL	PayPal Monthly Srvc Fee 06/2022	30.00	85	5725	01	85
6/30/2022	5912 4772-Brown Troy M	6/2/2022	PIPEDRIVE	PipeDrive Monthly Subscription 06/2022	174.00	10	5550	01	10
6/30/2022	5912 4772-Brown Troy M	6/2/2022	PIPEDRIVE	PipeDrive Monthly Subscription 06/2022	174.00	85	5550	01	85
6/30/2022	5912 4772-Brown Troy M	6/4/2022	MICROSOFT	MS Project License 06/2022	54.00	10	5550	01	20
6/30/2022	5912 4772-Brown Troy M	6/5/2022	APPLE	Apple Developer Enterprise Program Annual Renewal 06/2022	149.50	10	5550	01	10
6/30/2022	5912 4772-Brown Troy M	6/5/2022	APPLE	Apple Developer Enterprise Program Annual Renewal 06/2022	149.50	85	5550	01	85
6/30/2022	5912 4772-Brown Troy M	6/5/2022	MICROSOFT	Teams Phone Lines (19) 06/2022	289.00	10	5400	01	10
6/30/2022	5912 4772-Brown Troy M	6/5/2022	MICROSOFT	Microsoft A5 Licenses for Phone System 06/2022	6.00	10	5550	01	10
6/30/2022	5912 4772-Brown Troy M	6/5/2022	MICROSOFT	Teams Phone Lines (5) 06/2022	80.00	27	5400	01	27
6/30/2022	5912 4772-Brown Troy M	6/5/2022	MICROSOFT	Teams Phone Lines (4) 06/2022	64.00	32	5400	01	32
6/30/2022	5912 4772-Brown Troy M	6/5/2022	MICROSOFT	Teams Phone Lines (19) 06/2022	304.00	85	5400	01	85
6/30/2022	5912 4772-Brown Troy M	6/5/2022	MICROSOFT	Teams Phones Lines (3) 06/2022	48.00	85	5400	01	88
6/30/2022	5912 4772-Brown Troy M	6/8/2022	MICROSOFT	Online Cloud Backup 06/2022	164.12	10	5550	01	10
6/30/2022	5912 4772-Brown Troy M	6/8/2022	MICROSOFT	Online Cloud Backup 06/2022	164.12	85	5550	01	85
6/30/2022	5912 4772-Brown Troy M	6/9/2022	AMAZON	CAR:USB Cables 06/2022	16.09	10	5360	01	10
6/30/2022	5912 4772-Brown Troy M	6/15/2022	PIPEDRIVE	PipeDrive Monthly Subscription 06/2022	7.91	10	5550	01	10
6/30/2022	5912 4772-Brown Troy M	6/15/2022	PIPEDRIVE	PipeDrive Monthly Subscription 06/2022	7.91	85	5550	01	85
6/30/2022	5912 4772-Brown Troy M	6/21/2022	TELCO	EDW:Elevator & Fax Lines 06/2022	57.06	10	5400	01	10
6/30/2022	5912 4772-Brown Troy M	6/21/2022	TELCO	EDW:Elevator & Fax Lines 06/2022	57.07	85	5400	01	85
6/30/2022	5912 4772-Brown Troy M	6/22/2022	AMAZON	Amazon Business Prime Membership 06/2022	179.00	10	5580	01	10
6/30/2022	5912 4772-Brown Troy M	6/24/2022	AMAZON	EDW:TV Mount for Meeting Space Finance Office 06/2022	54.95	32	5360	01	32
6/30/2022	5912 4772-Brown Troy M	6/27/2022	HIPCAST	Recording Storage 06/2022	4.95	85	5550	01	85
6/30/2022	5912 4772-Brown Troy M	7/7/2022	TEAMFLECT	Teamflect Software Subscription (69 users) 06/2022	2,208.00	10	5550	01	10
6/30/2022	5912 4772-Brown Troy M	7/7/2022	TEAMFLECT	Teamflect Software Subscription (5 users) 06/2022	160.00	27	5550	01	27

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6/30/2022	5912 4772-Brown Troy M	7/7/2022	TEAMFLECT	Teamflect Software Subscription (3 users) 06/2022	96.00	27	5550	01	88	
6/30/2022	5912 4772-Brown Troy M	7/7/2022	TEAMFLECT	Teamflect Software Subscription (3 users) 06/2022	(96.00)	27	5550	01	88	
6/30/2022	5912 4772-Brown Troy M	7/7/2022	TEAMFLECT	Teamflect Software Subscription (4 users) 06/2022	128.00	32	5550	01	32	
6/30/2022	5912 4772-Brown Troy M	7/7/2022	TEAMFLECT	Teamflect Software Subscription (19 users) 06/2022	608.00	85	5550	01	85	
6/30/2022	5912 4772-Brown Troy M	7/7/2022	TEAMFLECT	Teamflect Software Subscription (3 users) 06/2022	96.00	85	5550	01	88	
7/1/2022	5912 4772-Brown Troy M	6/22/2022	PHEEDLOOP	Member Day-Event Management Software	<u>3,006.90</u>	10	1600			
Total 5912 4772-Brown Troy M					8,512.07					
6/30/2022	6067 4476-Thompson Cassandra	6/13/2022	THE LIBRARY STORE	EDW:Book Truck 06/2022	1,002.69	85	5365	01	85	
6/30/2022	6067 4476-Thompson Cassandra	6/15/2022	MY COMMERCE	RDA Toolkit Subscription 06/2022	930.00	27	5550	01	27	
6/30/2022	6067 4476-Thompson Cassandra	6/15/2022	MY COMMERCE	RDA Toolkit Subscription 06/2022	651.00	85	5550	01	85	
6/30/2022	6067 4476-Thompson Cassandra	6/30/2022	MY COMMERCE	EDW:Postage 06/2022	<u>116.21</u>	32	5370	01	32	
Total 6067 4476-Thompson Cassandra					2,699.90					
6/30/2022	6176 8343-Yackle Annabel	7/1/2022	ALLIANZ INSURANCE	Travel Insurance - ARSL Conf - Yackle, Anna 06/2022	<u>33.00</u>	10	5275	01	10	
Total 6176 8343-Yackle Annabel					33.00					
6/30/2022	6354 1516-Kates Linda	6/27/2022	SAMS CLUB	CHA:Bottled Water (3) 06/2022	12.72	10	5195	02	20	
6/30/2022	6354 1516-Kates Linda	6/27/2022	SAMS CLUB	CHA:Bottled Water (3) 06/2022	<u>12.72</u>	10	5195	02	22	
Total 6354 1516-Kates Linda					25.44					
6/30/2022	6359 8292-Greve Penrod Shandi	6/1/2022	NONPROFIT MARKETERS	Meetings & How to Fix Them:Registration-Greve Penrod, Shandi 06/2022	35.00	10	5290	01	10	
6/30/2022	6359 8292-Greve Penrod Shandi	6/10/2022	ISLMA	Sponsorship-FY2023 AISLE Conf Booth Registration & Sponsorship 06/2022	2,050.00	10	1600			
6/30/2022	6359 8292-Greve Penrod Shandi	6/10/2022	NONPROFIT MARKETERS	Meetings & How to Fix Them:Registration-Beasley, Danielle 06/2022	35.00	10	5290	01	10	
6/30/2022	6359 8292-Greve Penrod Shandi	6/22/2022	ILA	Sponsorship-FY2023 ILA Booth 06/2022	1,450.00	10	1600			
6/30/2022	6359 8292-Greve Penrod Shandi	6/25/2022	THE AMERICAN REGISTRY	Marketing Misc-Window Clings (10) 06/2022	75.00	10	5330	01	10	
6/30/2022	6359 8292-Greve Penrod Shandi	6/27/2022	4IMPRINT	Soft Touch Stylus Pens (110) 06/2022	146.08	10	5057	01	10	
6/30/2022	6359 8292-Greve Penrod Shandi	6/27/2022	4IMPRINT	Promotional Printing:Soft Touch Stylus Pens (110) 06/2022	185.93	10	5330	01	10	
6/30/2022	6359 8292-Greve Penrod Shandi	6/27/2022	4IMPRINT	Promotional Printing:Clip N Go Hand Sanitizer (1000) 06/2022	1,635.77	10	5330	01	10	
6/30/2022	6359 8292-Greve Penrod Shandi	6/27/2022	4IMPRINT	Promotional Printing:Ridgeview Notebook Set (525) 06/2022	<u>1,066.31</u>	27	5330	01	27	
Total 6359 8292-Greve Penrod Shandi					6,679.09					
6/30/2022	6366 3690-Thomas Pamela	6/13/2022	AMIGOS LIBRARY SERVICES	Intro to Proj Mgmt:Registration-Egts, Katy 06/2022	<u>165.00</u>	27	5290	01	27	
Total 6366 3690-Thomas Pamela					165.00					
6/30/2022	6613 2453-Bednar Leslie M	6/10/2022	EVERYLIBRARY INSTITUTE	LAFCON Conf:Registration-Bednar, Leslie 06/2022	75.00	10	1600			
6/30/2022	6613 2453-Bednar Leslie M	6/10/2022	EVERYLIBRARY INSTITUTE	LAFCON Conf:Registration-Hogan Downey, Carol 06/2022	75.00	10	1600			
6/30/2022	6613 2453-Bednar Leslie M	6/10/2022	EVERYLIBRARY INSTITUTE	LAFCON Conf:Registration-Johnisee, Rhonda 06/2022	75.00	10	1600			
6/30/2022	6613 2453-Bednar Leslie M	6/10/2022	SUGOS SPAGHETTERIA	Working Lunch-4 Staff 06/2022	84.43	10	5290	01	10	

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6/30/2022	6613 2453-Bednar Leslie M	6/30/2022	URBANA FREE LIBRARY	Donation-Sympaty-Harris, Latisha	<u>50.00</u>	10	5057	01	10
	Total 6613 2453-Bednar Leslie M				359.43				
6/30/2022	6615 7831-Porter Dena	6/14/2022	ARSL	ARSL Conf:Registration-Porter, Dena 06/2022	<u>275.00</u>	85	1600	01	85
	Total 6615 7831-Porter Dena				275.00				
6/30/2022	6666 6914-Knirr John	6/17/2022	FEDEX	EDW:Postage 06/2022	77.20	85	5370	01	88
6/30/2022	6666 6914-Knirr John	6/18/2022	DREAMHOST	Domain Name - CMC 06/2022	<u>15.99</u>	27	5580	01	27
	Total 6666 6914-Knirr John				93.19				
6/30/2022	6792 9931-Trevino Jill	6/1/2022	INDEED	Job Posting-EDW-Communications Coordinator 06/2022	31.92	10	5070	01	10
6/30/2022	6792 9931-Trevino Jill	6/1/2022	INDEED	Job Posting-EDW-Sorter 06/2022	75.00	10	5070	01	20
6/30/2022	6792 9931-Trevino Jill	6/1/2022	INDEED	Job Posting-CAR-Courier 06/2022	75.00	10	5070	04	20
6/30/2022	6792 9931-Trevino Jill	6/6/2022	MARIACHIS	Lunch-New Hire-2 Staff 06/2022	34.68	10	5290	01	10
6/30/2022	6792 9931-Trevino Jill	6/10/2022	EVERYLIBRARY INSTITUTE	LAFCON Conf:Registration-Trevino, Jill 06/2022	<u>75.00</u>	10	1600		
	Total 6792 9931-Trevino Jill				291.60				
6/30/2022	6820 4888-Parr Casey	6/1/2022	WALMART	CAR:Washer Fluid (3) 06/2022	9.81	10	5210	04	20
6/30/2022	6820 4888-Parr Casey	6/1/2022	WALMART	CAR:Pens 06/2022	6.74	10	5365	04	10
6/30/2022	6820 4888-Parr Casey	6/1/2022	WALMART	CAR:Snacks for Staff Reimb Program 06/2022	57.17	10	5365	04	10
6/30/2022	6820 4888-Parr Casey	6/6/2022	FINISH LINE	CAR:Van Wash Lic #U35061 06/2022	17.99	10	5210	04	20
6/30/2022	6820 4888-Parr Casey	6/14/2022	WALMART	CAR:Kleenex & Paper Towels 06/2022	18.46	10	5190	04	10
6/30/2022	6820 4888-Parr Casey	6/14/2022	WALMART	CAR:Bottled Water 06/2022	<u>5.36</u>	10	5195	04	10
	Total 6820 4888-Parr Casey				115.53				
6/30/2022	6945 6065-Popit Ellen C	6/3/2022	JERRYS FLOWER SHOPPE	Flowers-Get Well-Yackle, Anna 06/2022	54.88	10	5057	01	10
6/30/2022	6945 6065-Popit Ellen C	6/14/2022	ARSL	ARSL Institutional Membership 06/2022	225.00	10	5700	01	10
6/30/2022	6945 6065-Popit Ellen C	6/15/2022	ARSL	ARSL Conf:Registration-Popit, Ellen 06/2022	275.00	10	1600		
6/30/2022	6945 6065-Popit Ellen C	6/28/2022	ALA	ALA Membership Dues-Popit, Ellen 06/2022	150.00	10	5700	01	10
6/30/2022	6945 6065-Popit Ellen C	6/28/2022	ALA	PLA Membership Dues-Popit, Ellen 06/2022	<u>78.00</u>	10	5700	01	10
	Total 6945 6065-Popit Ellen C				782.88				
6/30/2022	7040 7743-Beasley Danielle	6/1/2022	MINUTEMAN PRESS	EDW:Employee Handbook (110) 06/2022	<u>466.38</u>	10	5365	01	10
	Total 7040 7743-Beasley Danielle				466.38				

Report Transaction Totals

27,208.05

Non-routine Credit Card Transactions Explanations

Egts, Katherine - Registration for Amigos Library Services "Basic SQL" online course for Katy Egts.

Registration for Library Juice Academy for "Python for Librarians" online course for Katy Egts.

Six month subscription of Ancestry.com for CMC catalogers.

Palmer, Susan - Renewal of Sam's Club annual membership fee.

Member library photo project to be displayed at all IHLS offices.

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<i>Brown, Troy M -Annual renewal of the Apple Developer Enterprise Program used to develop software for Apple devices. This is used for the Delivery iPad project and the SHARE Solus project.</i>										
<i>Annual renewal of the Amazon Business Prime membership.</i>										
<i>Annual Teamflect software subscription for staff performance appraisals.</i>										
<i>Renewal of Pheedloop event management software for the 2022 IHLS Member Day that will be held virtually.</i>										
<i>Thompson, Cassandra - Renewal of the annual RDA Toolkit institutional subscriptions for Cataloging Maintenance Center (CMC) and SHARE.</i>										
<i>Greve Penrod, Shandi - Registration for Nonprofit Marketers Network "Meetings, and How to Fix them" online seminar for Shandi Greve Penrod & Danielle Beasley.</i>										
<i>Association of Illinois School Library Educators (AISLE) conference booth fee and sponsorship.</i>										
<i>Illinois Library Association (ILA) conference booth fee.</i>										
<i>St. Louis Post-Dispatch Top Work Places window clings to be displayed at the IHLS offices and (110) pens for staff.</i>										
<i>Promotional printing of (110) soft touch stylus pens, (1,000) hand sanitizers, and (525) notebook sets for IHLS and CMC conference handouts.</i>										
<i>Thomas, Pamela - Registration for Amigos Library Services "Introduction to Project Management" online course for Katy Egts.</i>										
<i>Bednar, Leslie M - Registration for the Library Advocacy and Funding Conference (LAFCON) virtual conference for Leslie Bednar, Carol Hogan Downey, and Rhonda Johnisee.</i>										
<i>Porter, Dena - Registration for the Association For Rural & Small Libraries (ARSL) conference for Dena Porter.</i>										
<i>Trevino, Jill - Registration for the LAFCON virtual conference for Jill Trevino.</i>										
<i>Popit, Ellen C - ARSL annual institutional membership fee.</i>										
<i>Registration for the ARSL conference for Ellen Popit.</i>										
<i>American Library Association (ALA) annual membership fees for Ellen Popit.</i>										
<i>Public Library Association (PLA) annual membership fees for Ellen Popit.</i>										
<i>Beasley, Danielle - Professional printing of (110) updated employee handbooks provided to all staff for review and training.</i>										