

**Illinois Heartland Library System**  
Disbursement Summary Report  
From 03/01/2022 Through 03/31/2022

Attachment 4.1

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount	
3/2/2022	23169	No	Scott Credit Union	66	Open CD at Scott Credit Union	248,000.00	<b>A</b>
3/4/2022	ACHILPR20220304	No	Illinois Department of Revenue	10	IL Payroll Tax Deposit - PD 03/04/2022	3,675.61	
3/4/2022		No	Illinois Department of Revenue	27	IL Payroll Tax Deposit - PD 03/04/2022	375.30	
3/4/2022		No	Illinois Department of Revenue	32	IL Payroll Tax Deposit - PD 03/04/2022	183.80	
3/4/2022		No	Illinois Department of Revenue	85	IL Payroll Tax Deposit - PD 03/04/2022	1,835.50	
3/4/2022	ACHIRS20220304	No	Department of the Treasury	10	IRS Payroll Tax Deposit-PD 03/04/2022	19,244.18	
3/4/2022		No	Department of the Treasury	27	IRS Payroll Tax Deposit-PD 03/04/2022	1,926.75	
3/4/2022		No	Department of the Treasury	32	IRS Payroll Tax Deposit-PD 03/04/2022	993.23	
3/4/2022		No	Department of the Treasury	85	IRS Payroll Tax Deposit-PD 03/04/2022	9,376.89	
3/10/2022	23170	No	AAIM EA Training and Consulting LLC	10	Pre-employment Background Checks-Courier (2) & Sorter (2)	222.68	
3/10/2022	23171	No	Ameren Illinois	10	CHA:Gas 02/01-03/01/2022	244.98	
3/10/2022	23172	No	Ameren Illinois	10	EDW:Gas 02/01-03/01/2022	283.52	
3/10/2022	23173	No	Ameren Illinois	10	EDW:Electric & Lighting Srvc 02/01-03/01/2022	889.99	
3/10/2022	23174	No	American Pest Control	10	CHA:Monthly Extermination 03/04/2022	35.00	
3/10/2022	23175	No	BayScan Technologies	85	SHARE Anniversary Mtg Giveaway - 2D Area Imager	189.00	<b>B</b>
3/10/2022	23176	No	BJ's Printables Inc	10	Hats, Jackets & Shirts for Delivery	501.17	
3/10/2022	23177	No	Buildingstars Operations Inc	10	EDW:Janitorial Srvc March 2022	670.00	
3/10/2022	23178	No	Busey	10	Busey Credit Card Stmt Ending 3/2/2022	10,587.03	
3/10/2022		No	Busey	27	Busey Credit Card Stmt Ending 3/2/2022	794.46	
3/10/2022		No	Busey	32	Busey Credit Card Stmt Ending 3/2/2022	64.00	
3/10/2022		No	Busey	85	Busey Credit Card Stmt Ending 3/2/2022	1,761.30	
3/10/2022	23179	No	CDW Government	10	Battery Backups (3)	1,997.52	<b>C</b>
3/10/2022		No	CDW Government	10	Wiring Project-Panduit Termination Tool	3.68	
3/10/2022	23180	No	CMC Electric Inc	10	EDW:Rewire Restroom Light & Installed Bulbs	140.00	
3/10/2022	23181	No	Constellation NewEnergy - Gas Division LLC	10	Gas Supply 02/01-02/28/2022	488.49	
3/10/2022	23182	No	DELL MARKETING LP	10	Computers for ILDS (1) & Delivery (5)	8,477.28	<b>D</b>
3/10/2022	23183	No	Enterprise FM Trust	10	Monthly Fees & Routine Maint - March 2022	9,713.70	
3/10/2022	23184	No	Ford & Harrison LLP	10	Legal Counsel re:General Employment Matters 02/01-02/10/2022 1.5 hrs	630.00	
3/10/2022	23185	No	Gateway Occupational Health	10	Pre-employment Drug Screen-EDW-Sorter	49.50	
3/10/2022		No	Gateway Occupational Health	10	Pre-employment Fit for Duty Exam-EDW-Sorter	58.00	
3/10/2022	23186	No	George Alarm Co Inc	10	EDW:Fire/Burglar/Cell Backup Monitoring 04/01-06/30/2022	291.09	
3/10/2022	23187	No	George Alarm	10	CHA:Fire/Burglar/Cell Backup Monitoring 04/01-06/30/2022	120.00	
3/10/2022	23188	No	i3 Broadband - CU	10	CHA:Internet 03/01-03/31/2022	11.67	
3/10/2022		No	i3 Broadband - CU	27	CHA:Internet 03/01-03/31/2022	11.66	
3/10/2022		No	i3 Broadband - CU	85	CHA:Internet 03/01-03/31/2022	11.66	
3/10/2022	23189	No	Illinois American Water	10	CHA:Water 01/27-02/23/2022	46.56	
3/10/2022	23190	No	Technology Management Rev Fund	85	CAR:Bandwidth 01/01-01/31/2022	270.00	
3/10/2022	23191	No	Illinois Library Association	10	Directors Univ:Registration-Tomaszewski, Carol	100.00	
3/10/2022	23192	No	Illini Janitorial	10	CHA:Janitorial Srvc February 2022	525.00	
3/10/2022	23193	No	Innovative Interfaces Inc	85	Polaris Software Maint 04/01/2022-03/31/2023	153,272.47	<b>E</b>
3/10/2022		No	Innovative Interfaces Inc	85	Syndetics Subscription 04/01/2022-03/31/2023	27,679.87	
3/10/2022	23194	No	Kavanagh Scully	10	Legal Counsel re:LIMRICC 02/01/2022	120.00	
3/10/2022	23195	No	Marketview Car Wash	10	CHA:Van Washes Lic #U33167, U35058 & U32274	30.00	
3/10/2022	23196	No	Midwest Turf Management Inc	10	EDW:Weed Control, Lawn/Tree/Shrub Fertilization & Mosquito Spray	1,403.00	
3/10/2022	23197	No	Eli Mina Consulting	10	Consultation for Board Meeting Minutes & Policy	750.00	<b>F</b>
3/10/2022	23198	No	Safelite Fulfillment Inc	10	EDW:Replace Windshield Lic #U35063	772.50	
3/10/2022		No	Safelite Fulfillment Inc	10	EDW:Replace Windshield Lic #U33807	412.05	
3/10/2022	23199	No	Shred-it USA	10	EDW:Shredding 02/11/2022	68.60	
3/10/2022	23200	No	SIUC Research Park Inc	10	CAR:Office Leasing, Electric & Lighting Srvc & Fiber Internet	7,387.64	
3/10/2022		No	SIUC Research Park Inc	85	CAR:Office Leasing, Electric & Lighting Srvc & Fiber Internet	10.00	
3/10/2022	23201	No	Stutz Excavating Inc	10	EDW:Salt Parking Lot 02/23-02/25/2022	425.00	
3/10/2022		No	Stutz Excavating Inc	10	EDW:Snow Removal & Salt Parking Lot 02/17-02/18/2022	700.00	
3/10/2022	23202	No	Today's Technology Auto Repair, LLC	10	CAR:Change Oil/Filter Lic #U33021	78.17	
3/10/2022	23203	No	Verizon Wireless	10	Cellphone Srvc, MIFI, Router & After Hrs Line 01/24-02/23/2022	697.30	
3/10/2022		No	Verizon Wireless	85	Cellphone Srvc, MIFI, Router & After Hrs Line 01/24-02/23/2022	336.35	
3/10/2022	23204	No	Wex Bank	10	Fuel Charges 01/23-02/23/2022	17,432.16	
3/10/2022		No	Wex Bank	85	Fuel Charges 01/23-02/23/2022	53.26	
3/10/2022	23205	No	Xerox Financial Services	10	CAR:Base Charge March 2022	119.05	

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From 03/01/2022 Through 03/31/2022

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
3/10/2022		No	Xerox Financial Services	85	CAR:Base Charge March 2022	84.33
3/18/2022	ACHIL20220318	No	Illinois Department of Revenue	10	IL Payroll Tax Deposit - PD 03/18/2022	3,705.79
3/18/2022		No	Illinois Department of Revenue	27	IL Payroll Tax Deposit - PD 03/18/2022	453.02
3/18/2022		No	Illinois Department of Revenue	32	IL Payroll Tax Deposit - PD 03/18/2022	182.93
3/18/2022		No	Illinois Department of Revenue	85	IL Payroll Tax Deposit - PD 03/18/2022	1,741.76
3/18/2022	ACHIRS20220318	No	Department of the Treasury	10	IRS Payroll Tax Deposit-PD 03/18/2022	19,255.80
3/18/2022		No	Department of the Treasury	27	IRS Payroll Tax Deposit-PD 03/18/2022	2,327.08
3/18/2022		No	Department of the Treasury	32	IRS Payroll Tax Deposit-PD 03/18/2022	987.66
3/18/2022		No	Department of the Treasury	85	IRS Payroll Tax Deposit-PD 03/18/2022	8,890.28
3/30/2022	23206	No	A&R Mechanical Contractors Inc	66	CHA:ADA Restrooms Remodel - Payment #1	60,321.99 <b>G</b>
3/30/2022	23207	No	Ameren Illinois	10	CHA:Electric & Lighting Srvcs 02/16-03/17/2022	718.82
3/30/2022	23208	No	AT&T	10	EDW:Internet 03/10-04/09/2022	154.22
3/30/2022		No	AT&T	27	EDW:Internet 03/10-04/09/2022	154.22
3/30/2022		No	AT&T	32	EDW:Internet 03/10-04/09/2022	154.22
3/30/2022		No	AT&T	85	EDW:Internet 03/10-04/09/2022	154.21
3/30/2022	23209	No	AT&T	10	EDW:Elevator Phone Line 03/04-04/03/2022	49.39
3/30/2022		No	AT&T	85	EDW:Elevator Phone Line 03/04-04/03/2022	49.38
3/30/2022	23210	No	AT&T	10	EDW:Fax Line 03/04-04/03/2022	21.47
3/30/2022		No	AT&T	32	EDW:Fax Line 03/04-04/03/2022	21.47
3/30/2022		No	AT&T	85	EDW:Fax Line 03/04-04/03/2022	21.46
3/30/2022	23211	No	Health Care Service Corporation	10	Health ins 04/01-04/30/2022	17,403.75
3/30/2022		No	Health Care Service Corporation	27	Health ins 04/01-04/30/2022	3,997.16
3/30/2022		No	Health Care Service Corporation	32	Health ins 04/01-04/30/2022	1,423.96
3/30/2022		No	Health Care Service Corporation	85	Health ins 04/01-04/30/2022	10,720.54
3/30/2022	23212	No	Beaumont Tire & Auto Repair	10	CHA:Change Oil/Filter & Air Filter, Tire Rotate, Repr Sldg Dr Lic #U32276	146.69
3/30/2022		No	Beaumont Tire & Auto Repair	10	CHA:Change Oil/Filter & Tire Rotation Lic #U35100	52.62
3/30/2022		No	Beaumont Tire & Auto Repair	10	CHA:Change Oil/Filter Lic #U35062	77.99
3/30/2022	23213	No	Leslie M Bednar	10	Mileage Reimb-Bednar, Leslie-New Board Member Orientation at Metropolis PL	78.26
3/30/2022	23214	No	Bibliotheca LLC	85	eBooks Subscription Purchases 02/01-02/28/2022	11,844.04 <b>H</b>
3/30/2022	23215	No	BJ's Printables Inc	10	EDW:Shirt for Delivery (1)	26.06
3/30/2022		No	BJ's Printables Inc	10	Knit Beanie Hats for Delivery (30)	448.50
3/30/2022	23216	No	CDW Government	10	EDW:Wiring Project-6, 3ft & 25ft Cable Patches	394.04
3/30/2022		No	CDW Government	10	Wiring Project-Faceplate Patch Panels (3)	208.26
3/30/2022		No	CDW Government	10	Wiring Project-Panduit Standard Rack (2)	442.56
3/30/2022	23217	No	City of Edwardsville	10	EDW:Water & Sewer 12/27/2021-02/28/2022	108.21
3/30/2022	23218	No	Color-Art Integrated Interiors LLC	10	First Floor - Cubicle Walls	987.76 <b>I</b>
3/30/2022	23219	No	Comprise	85	SAM Software Support Annual Renewal 05/26/2022-05/25/2023	10,851.00 <b>J</b>
3/30/2022	23220	No	John Fabick Tractor Company	10	EDW:Maint on Backup Generator & Transfer Switch 03/14/2022	537.84
3/30/2022	23221	No	Fire Safety Inc	10	EDW:Fire Extinguisher Inspection & Maint 03/23/2022	504.00
3/30/2022	23222	No	Guardian	10	Dental, AD&D, Life & Vision Ins 04/01-04/30/2022	3,194.34
3/30/2022		No	Guardian	27	Dental, AD&D, Life & Vision Ins 04/01-04/30/2022	439.83
3/30/2022		No	Guardian	32	Dental, AD&D, Life & Vision Ins 04/01-04/30/2022	105.72
3/30/2022		No	Guardian	85	Dental, AD&D, Life & Vision Ins 04/01-04/30/2022	959.62
3/30/2022	23223	No	IHLS-OCLC	85	CONTENTdm Hosting Srvcs (IHI) 03/01/2022-02/28/2023	1,616.43 <b>K</b>
3/30/2022	23224	No	Illinois American Water	10	CHA:Water 02/24-03/24/2022	47.88
3/30/2022	23225	No	Technology Management Rev Fund	85	CAR:Bandwidth 02/01-02/28/2022	270.00
3/30/2022	23226	No	John's Custom Lawn Care LLC	10	EDW:FY22 Maintenance Contract for Lawn Care & Landscaping	5,687.03 <b>L</b>
3/30/2022	23227	No	KB Truck Repair Inc	10	EDW:Repl Fuel Filter, Fuel Treatment & Battery Lic #U31660	538.45
3/30/2022	23228	No	Midwest Automotive & Diesel	10	CHA:Change Oil/Filter & Replace Air Filter Lic #U35065	177.10
3/30/2022	23229	No	Midwest Service Enterprise, Inc.	10	CHA:Rental for Portable Restroom Trailer	2,300.00
3/30/2022	23230	No	Mountain Valley Water of Carbondale	10	CAR:5 Gallon Purified Water Bottle (3)	20.25
3/30/2022	23231	No	NCPERS Group Life Ins	10	Supp Life Ins 04/01-04/30/2022	136.00
3/30/2022		No	NCPERS Group Life Ins	32	Supp Life Ins 04/01-04/30/2022	24.00
3/30/2022		No	NCPERS Group Life Ins	85	Supp Life Ins 04/01-04/30/2022	64.00
3/30/2022	23232	No	Nextgen Solutions	10	CAR:Usage Chrg 02/01-02/28/2022	12.42
3/30/2022		No	Nextgen Solutions	85	CAR:Usage Chrg 02/01-02/28/2022	8.15
3/30/2022	23233	No	Gregory Pronevitz	10	Consulting-Request for Information for Automatic Material Handling System	3,000.00 <b>M</b>
3/30/2022	23234	No	Republic Services # 729	10	CHA:Credit for Fuel Recovery Fee 12/14/2021	(269.07)
3/30/2022		No	Republic Services # 729	10	CHA:Credit for Pickup Service 12/14/2021	(586.50)

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 From 03/01/2022 Through 03/31/2022

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
3/30/2022		No	Republic Services # 729	10	CHA:Trash & Recycling Removal 01/01-01/31/2022	60.71
3/30/2022		No	Republic Services # 729	10	CHA:Trash & Recycling Removal 02/01-02/28/22	218.58
3/30/2022		No	Republic Services # 729	10	CHA:Trash & Recycling Removal 03/01-03/31/2022	180.92
3/30/2022		No	Republic Services # 729	10	CHA:Trash & Recycling Removal 04/01-04/30/2022	407.31
3/30/2022	23235	No	Republic Services # 350	10	EDW:Trash & Recycling Removal 04/01-04/30/2022	223.86
3/30/2022	23236	No	S & G Custom Mowing	10	CHA:Snow Removal 02/17/2022 & 02/24/2022	535.00
3/30/2022	23237	No	Stutz Excavating Inc	10	EDW:Salt Parking Lot 03/10/2022	175.00
3/30/2022	23238	No	Tire Choice #390	10	EDW:Change Oil/Filter & Tire Rotation Lic #U33849	57.95
3/30/2022		No	Tire Choice #390	10	EDW:Change Oil/Filter & Tire Rotation Lic #U35059	57.95
3/30/2022		No	Tire Choice #390	10	EDW:New Tires (4) Lic #U35060	945.76
3/30/2022		No	Tire Choice #390	10	EDW:Replace Wiper Blades Lic #U32517	35.17
3/30/2022	23239	No	Today's Technology Auto Repair, LLC	10	CAR:Change Oil/Filter Lic #U33806	78.17
3/30/2022		No	Today's Technology Auto Repair, LLC	10	CAR:Change Oil/Filter, Repl Serpentine Belts & New Tires (2) Lic #U33056	694.30
3/30/2022	23240	No	Uline	10	Road to Recovery Grant-CHA-Canvas Basket Trucks (4) & Spring Lifts (4)	1,683.68 <b>N</b>
3/30/2022	23241	No	Urbana & Champaign Sanitary District	10	CHA:Sewer 12/28/2021-02/23/2022	98.69
3/30/2022	23242	No	Verizon Wireless	10	Cellphone Srvc, MIFI, Router & After Hrs Line 02/24-03/23/2022	693.61
3/30/2022		No	Verizon Wireless	85	Cellphone Srvc, MIFI, Router & After Hrs Line 02/24-03/23/2022	336.35
3/30/2022	23243	No	Wex Bank	10	Fuel Charges 02/23-03/23/2022	20,077.26
3/30/2022		No	Wex Bank	85	Fuel Charges 02/23-03/23/2022	11.56
3/30/2022	23244	No	WSIU Public Broadcasting	10	Sponsorship:PBS 24/7 Kids - March Installment	130.00
3/30/2022	23245	No	Xerox Financial Services	10	Base & Usage Chrg 01/30-02/27/2022	257.18
3/30/2022		No	Xerox Financial Services	27	Base & Usage Chrg 01/30-02/27/2022	118.69
3/30/2022		No	Xerox Financial Services	32	Base & Usage Chrg 01/30-02/27/2022	179.03
3/30/2022		No	Xerox Financial Services	85	Base & Usage Chrg 01/30-02/27/2022	118.68
3/30/2022	23246	No	Solus	85	Solus Library App Customization Annual & Implementation Fee	4,200.00 <b>O</b>

**Total Disbursed**

**745,571.42**

**Non-routine Bill Payments Explanations**

- A-** Purchased a \$248,000.00 Certificate of Deposit (CD) at Scott Credit Union.
- B-** Purchase of a Bayscan 2D area imager for a giveaway at the SHARE 10 year birthday celebration.
- C-** Purchase of battery backups (3) and supplies needed for the IT maintenance project.
- D-** Replacement of computers for ILDS (1) & delivery (5).
- E-** Annual Polaris software maintenance & Syndetic subscription 04/01/22-03/31/23.
- F-** Consultation with Eli Mina for board meeting minutes and policy.
- G-** First installment for the ADA restrooms remodel at the Champaign office.
- H-** eBooks purchased 02/01-02/28/22 & eBooks purchases to be reimbursed by participating libraries.
- I-** Final payment for the installation of cubicle walls around workstation on the first floor at the Edwardsville office.
- J-** SAM software & support annual renewal 05/26/22-05/25/23 to be reimbursed by members.
- K-** CONTENTdm Hosting Services annual renewal 03/01/22-02/28/23 for SHARE.
- L-** FY2022 annual maintenance contract for lawn care & landscaping at the Edwardsville office.
- M-** First installment for the consulting with Greg Pronevitz for the Request for Information for an automatic material handling system.
- N-** Purchase of canvas basket trucks (4) and spring lifts (4) to be reimbursed by the Road to Recovery grant.
- O-** Implementation and annual fees for Solus library app customization to be reimbursed by participating libraries.

**Illinois Heartland Library System**  
 Credit Card Transactions  
 From 02/02/2022 Through 03/02/2022

Credit Card						Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
3/2/2022	4695 2640-Petty Linda	2/4/2022	FINISH LINE	CAR:Car Wash Lic #U18520 02/2022	12.99	10	5210	04	10
3/2/2022	4695 2640-Petty Linda	2/7/2022	FINISH LINE	CAR:Van Wash Lic #U33806 02/2022	12.99	10	5210	04	20
3/2/2022	4695 2640-Petty Linda	2/10/2022	WALMART	EDW:Washer Fluid (6) 02/2022	21.96	10	5210	01	20
3/2/2022	4695 2640-Petty Linda	2/15/2022	HOME DEPOT	EDW:Ice Melt (2) 02/2022	22.54	10	5195	01	10
3/2/2022	4695 2640-Petty Linda	2/16/2022	FINISH LINE	CAR:Van Wash Lic #U33023 02/2022	12.99	10	5210	04	22
3/2/2022	4695 2640-Petty Linda	2/18/2022	FINISH LINE	CAR:Van Wash Lic #U33056 02/2022	12.99	10	5210	04	20
3/2/2022	4695 2640-Petty Linda	2/20/2022	AMAZON	EDW:Paper for Delivery Tub Labels 02/2022	11.63	10	5365	01	20
3/2/2022	4695 2640-Petty Linda	2/27/2022	AMAZON	EDW:Dymo Label Tape 02/2022	12.25	10	5365	01	10
3/2/2022	4695 2640-Petty Linda	2/28/2022	FINISH LINE	CAR:Van Wash Lic #U25399 02/2022	12.99	10	5210	04	10
3/2/2022	4695 2640-Petty Linda	2/28/2022	FINISH LINE	CAR:Van Wash Lic #U33021 02/2022	12.99	10	5210	04	20
3/2/2022	4695 2640-Petty Linda	2/28/2022	FINISH LINE	CAR:Van Wash Lic #U33022 02/2022	12.99	10	5210	04	20
3/2/2022	4695 2640-Petty Linda	2/28/2022	TARGET	EDW:Replacement Lock Lic #U31660 02/2022	<u>12.87</u>	10	5210	01	22
Total 4695 2640-Petty Linda					172.18				
3/2/2022	5085 0664-Palmer Susan	2/2/2022	RAINED OUT	Rained Out Text Alert System 02/2022	40.00	10	5400	01	10
3/2/2022	5085 0664-Palmer Susan	2/9/2022	OFFICEMAX/OFFICEDEPOT	EDW:File Folders, Legal Pads & Jumbo Paper Clips 02/2022	57.26	10	5365	01	10
3/2/2022	5085 0664-Palmer Susan	2/21/2022	AMAZON	Road to Recovery Grant-CAR-KN95 Masks (60) 02/2022	32.99	10	5390	01	25
3/2/2022	5085 0664-Palmer Susan	2/21/2022	AMAZON	Road to Recovery Grant-CHA-KN95 Masks (60) 02/2022	32.99	10	5390	01	25
3/2/2022	5085 0664-Palmer Susan	2/21/2022	AMAZON	Road to Recovery Grant-EDW-KN95 Masks (60) 02/2022	32.99	10	5390	01	25
3/2/2022	5085 0664-Palmer Susan	2/23/2022	AMAZON	EDW:8.5x11 Copy Paper (2) 02/2022	80.74	27	5360	01	27
3/2/2022	5085 0664-Palmer Susan	2/23/2022	AMAZON	EDW:Date Stamp 02/2022	17.72	27	5365	01	27
3/2/2022	5085 0664-Palmer Susan	2/24/2022	AMAZON	Road to Recovery Grant-EDW-Air Purifiers (10) 02/2022	764.70	10	5365	01	25
3/2/2022	5085 0664-Palmer Susan	2/24/2022	AMAZON	Road to Recovery Grant-EDW-Air Purifiers (2) 02/2022	152.94	10	5365	01	25
3/2/2022	5085 0664-Palmer Susan	2/24/2022	RAINED OUT	Rained Out Text Alert System 02/2022	30.00	10	5400	01	10
3/2/2022	5085 0664-Palmer Susan	2/25/2022	AMAZON	EDW:Board Support Books (2) 02/2022	11.94	10	5365	01	10
3/2/2022	5085 0664-Palmer Susan	2/25/2022	AMAZON	Road to Recovery Grant-CHA-Air Purifiers (3) & HEPA Filters (9) 02/2022	688.23	10	5365	01	25
3/2/2022	5085 0664-Palmer Susan	2/27/2022	AMAZON	EDW:Board Support Books (4) 02/2022	52.39	10	5365	01	10
3/2/2022	5085 0664-Palmer Susan	2/27/2022	AMAZON	Road to Recovery Grant-CAR-HEPA Filters (3) 02/2022	88.17	10	5365	01	25
3/2/2022	5085 0664-Palmer Susan	2/27/2022	AMAZON	Road to Recovery Grant-CHA-Air Purifiers (3) HEPA Filters (9) 02/2022	774.33	10	5365	01	25
3/2/2022	5085 0664-Palmer Susan	2/27/2022	AMAZON	Road to Recovery Grant-EDW-HEPA Filters (6) 02/2022	174.60	10	5365	01	25
3/2/2022	5085 0664-Palmer Susan	2/28/2022	AMAZON	Road to Recovery Grant-CAR-Air Purifiers (9) & HEPA Filters (6) 02/2022	862.83	10	5365	01	25
3/2/2022	5085 0664-Palmer Susan	2/28/2022	AMAZON	Road to Recovery Grant-CHA-HEPA Filters (3) 02/2022	88.17	10	5365	01	25
3/2/2022	5085 0664-Palmer Susan	2/28/2022	AMAZON	Road to Recovery Grant-EDW-Air Purifiers (7) & HEPA Filters (13) 02/2022	1,503.48	10	5365	01	25
3/2/2022	5085 0664-Palmer Susan	2/28/2022	AMAZON	Road to Recovery Grant-EDW-Delivery Totes 02/2022	1,494.87	10	5385	01	25
3/2/2022	5085 0664-Palmer Susan	2/28/2022	LIBRARY JUICE	Metadata & Describing Photographs Classes:Registration-Egts, Katy 02/2022	<u>600.00</u>	27	5290	01	27
Total 5085 0664-Palmer Susan					7,581.34				
3/2/2022	5645 2424-Bushong Stacie L	2/10/2022	JIMMY JOHNS	Lunch-New Hire-16 Staff 02/2022	<u>223.81</u>	10	5290	01	10

**Illinois Heartland Library System**  
 Credit Card Transactions  
 From 02/02/2022 Through 03/02/2022

Credit Card	Bill Date	Employee	Trans Date	Vendor	Description	Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
		Total 5645 2424-Bushong Stacie L				223.81				
	3/2/2022	5912 4772-Brown Troy M	2/2/2022	MAILCHIMP	Subscription:MailChimp Monthly 02/2022	69.99	10	5550	01	10
	3/2/2022	5912 4772-Brown Troy M	2/2/2022	PAYFLOW/PAYPAL	PayPal Monthly Srvc Fee 02/2022	30.00	85	5725	01	85
	3/2/2022	5912 4772-Brown Troy M	2/2/2022	PIPEDRIVE	PipeDrive Monthly Subscription 02/2022	159.50	10	5550	01	10
	3/2/2022	5912 4772-Brown Troy M	2/2/2022	PIPEDRIVE	PipeDrive Monthly Subscription 02/2022	159.50	85	5550	01	85
	3/2/2022	5912 4772-Brown Troy M	2/4/2022	MICROSOFT	Teams Phone Lines (18) 02/2022	281.00	10	5400	01	10
	3/2/2022	5912 4772-Brown Troy M	2/4/2022	MICROSOFT	Microsoft A5 License for Phone System 02/2022	6.00	10	5550	01	10
	3/2/2022	5912 4772-Brown Troy M	2/4/2022	MICROSOFT	Teams Phone Lines (6) 02/2022	96.00	27	5400	01	27
	3/2/2022	5912 4772-Brown Troy M	2/4/2022	MICROSOFT	Teams Phone Lines (4) 02/2022	64.00	32	5400	01	32
	3/2/2022	5912 4772-Brown Troy M	2/4/2022	MICROSOFT	Teams Phone Lines (18) 02/2022	288.00	85	5400	01	85
	3/2/2022	5912 4772-Brown Troy M	2/4/2022	MICROSOFT	Teams Phones Lines (3) 02/2022	48.00	85	5400	01	88
	3/2/2022	5912 4772-Brown Troy M	2/8/2022	MICROSOFT	Online Cloud Backup 02/2022	81.92	10	5550	01	10
	3/2/2022	5912 4772-Brown Troy M	2/8/2022	MICROSOFT	Online Cloud Backup 02/2022	81.92	85	5550	01	85
	3/2/2022	5912 4772-Brown Troy M	2/13/2022	AMAZON	EDW:Wireless Headsets (2) 02/2022	149.98	85	5360	01	85
	3/2/2022	5912 4772-Brown Troy M	2/15/2022	AMAZON	My Commerce Royal TSX Annual Subscription 02/2022	97.11	10	5550	01	10
	3/2/2022	5912 4772-Brown Troy M	2/17/2022	AMAZON	Wiring Project-Mini Com Jacks (50) 02/2022	640.00	10	5360	01	10
	3/2/2022	5912 4772-Brown Troy M	2/18/2022	AMAZON	Wiring Project-Jack Modules (24) 02/2022	184.99	10	5360	01	10
	3/2/2022	5912 4772-Brown Troy M	2/23/2022	AMAZON	EDW:9V & AAA Batteries 02/2022	50.48	85	5360	01	85
	3/2/2022	5912 4772-Brown Troy M	2/27/2022	HIPCAST	Recording Storage 02/2022	4.95	85	5550	01	85
	3/2/2022	5912 4772-Brown Troy M	3/2/2022	PIPEDRIVE	PipeDrive Monthly Subscription 03/2022	159.50	10	5550	01	10
	3/2/2022	5912 4772-Brown Troy M	3/2/2022	PIPEDRIVE	PipeDrive Monthly Subscription 03/2022	<u>159.50</u>	85	5550	01	85
		Total 5912 4772-Brown Troy M				2,812.34				
	3/2/2022	6067 4476-Thompson Cassandra	2/7/2022	MEMENTO.COM	Memento Subscription 02/2022	<u>85.55</u>	85	5550	01	85
		Total 6067 4476-Thompson Cassandra				85.55				
	3/2/2022	6354 1516-Kates Linda	2/28/2022	WALMART	CHA:Oil for Box Truck Lic #U35065 02/2022	8.96	10	5210	02	22
	3/2/2022	6354 1516-Kates Linda	2/28/2022	WALMART	CHA:9V Batteries 02/2022	17.44	10	5360	02	10
	3/2/2022	6354 1516-Kates Linda	2/28/2022	WALMART	CHA:Band aids 02/2022	<u>1.92</u>	10	5390	02	10
		Total 6354 1516-Kates Linda				28.32				
	3/2/2022	6359 8292-Greve Penrod Shandi	2/9/2022	NONPROFIT MARKETERS	Charting Your Path Webinar:Registration-Greve Penrod, Shandi 02/2022	10.00	10	5290	01	10
	3/2/2022	6359 8292-Greve Penrod Shandi	2/22/2022	4IMPRINT	Road to Recovery Grant-Delivery On the Go Bags (1250) 02/2022	1,010.52	10	5385	01	25
	3/2/2022	6359 8292-Greve Penrod Shandi	3/1/2022	MINUTEMAN PRESS	Employee Appreciation Thank You Cards (100) 02/2022	40.01	10	5057	01	10
	3/2/2022	6359 8292-Greve Penrod Shandi	3/1/2022	MINUTEMAN PRESS	Promotional Printing:Conference Table Display 02/2022	65.00	10	5330	01	10
	3/2/2022	6359 8292-Greve Penrod Shandi	3/1/2022	MINUTEMAN PRESS	Promotional Printing:Thank You Cards (100) 02/2022	40.02	10	5330	01	10
	3/2/2022	6359 8292-Greve Penrod Shandi	3/1/2022	MINUTEMAN PRESS	SHARE Logo Shopper Bags (250) 02/2022	<u>478.42</u>	85	5330	01	85

**Illinois Heartland Library System**  
 Credit Card Transactions  
 From 02/02/2022 Through 03/02/2022

Credit Card						Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
	Total 6359 8292-Greve Penrod Shandi					1,643.97				
3/2/2022	6615 7831-Porter Dena	3/2/2022	INNOVATIVE USERS	IUG Virtual Conf:Registration-Porter, Dena 02/2022	<u>50.00</u>	85	5290	01	85	
	Total 6615 7831-Porter Dena					50.00				
3/2/2022	6792 9931-Trevino Jill	2/1/2022	INDEED	Job Posting-EDW-Courier & Sorter 02/2022	112.95	10	5070	01	20	
3/2/2022	6792 9931-Trevino Jill	2/16/2022	ILA	Job Posting-Cataloger 3 02/2022	100.00	85	5070	01	85	
3/2/2022	6792 9931-Trevino Jill	2/26/2022	AMAZON	Employee Appreciation - Tea Bags 02/2022	40.60	10	5057	01	10	
3/2/2022	6792 9931-Trevino Jill	3/1/2022	INDEED	Job Posting-CHA-ILDS Coordinator 02/2022	<u>138.06</u>	10	5070	02	22	
	Total 6792 9931-Trevino Jill					391.61				
3/2/2022	6820 4888-Parr Casey	2/6/2022	FINISH LINE	CAR:Van Wash Lic #U35061 02/2022	12.99	10	5210	04	20	
3/2/2022	6820 4888-Parr Casey	2/8/2022	WALMART	CAR:Kleenex & Paper Towels 02/2022	11.80	10	5190	04	10	
3/2/2022	6820 4888-Parr Casey	2/8/2022	WALMART	CAR:Washer Fluid (2) 02/2022	6.54	10	5210	04	20	
3/2/2022	6820 4888-Parr Casey	2/8/2022	WALMART	CAR:Paper Clips 02/2022	<u>0.94</u>	10	5365	04	10	
	Total 6820 4888-Parr Casey					32.27				
3/2/2022	6945 6065-Popit Ellen C	2/10/2022	HOLIDAY INN EXPRESS	Membership Coordinator Training:Lodging-Popit, Ellen 02/2022	<u>110.40</u>	10	5265	01	10	
	Total 6945 6065-Popit Ellen C					110.40				
3/2/2022	6980 5857-Baugh Jennifer	2/5/2022	ALA	PLA Membership Dues-Baugh, Jennifer 02/2022	<u>75.00</u>	85	5700	01	85	
	Total 6980 5857-Baugh Jennifer					75.00				

**Report Transaction Totals**

**13,206.79**

***Non-routine Credit Card Transactions Explanations***

- Palmer, Susan - Purchases of masks, air purifiers, filters, and delivery containers are to be reimbursed by the Road to Recovery grant.  
 Registration for (3) Library Juice Academy virtual courses for metadata cataloging for Katy Egts.
- Brown, Troy M - Royal TSX annual renewal software for the IT department to connect to multiple servers at once using remote control software.  
 Purchase of supplies needed for the rack hardware and wire maintenance IT project for the Edwardsville and Champaign offices.
- Thompson, Cassandra -Memento annual subscription for creating group videos.
- Greve Penrod, Shandi - Registration for Nonprofit Marketers Network "Charting Your Path:Creating and Defining Your Own Success" webinar for Shandi Greve Penrod.  
 Purchase of bags for the Delivery On the Go that are to be reimbursed by the Road to Recovery grant.  
 Purchase of thank you cards for general use and Employee Appreciation Day.  
 Purchase of SHARE logo bags for public relations/marketing material.
- Porter, Dena - Registration for the Innovative Users Group virtual conference for Dena Porter.
- Trevino, Jill - Purchase of tea bags to be included with the Employee Appreciation Day gift to staff.
- Baugh, Jennifer - Public Library Association annual membership fee for Jennifer Baugh.