

Illinois Heartland Library System

Disbursement Summary Report

Attachment 4.1

From 09/01/2018 Through 09/30/2018

Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Description	Transaction Amount
				Code	Transaction Description		
9/10/2018	20032	No	Above and Beyond Commercial Cleaning	10	EDW:Janitorial Srvcs August 2018		600.00
9/10/2018	20033	No	American Heritage Life Insurance Company	85	Accident Supp Ins 07/29-08/25/18		16.64
9/10/2018	20034	No	AmTrust North America	10	Workers Comp Ins Pmt 2 of 9		3,844.63
9/10/2018		No	AmTrust North America	27	Workers Comp Ins Pmt 2 of 9		31.07
9/10/2018		No	AmTrust North America	32	Workers Comp Ins Pmt 2 of 9		22.23
9/10/2018		No	AmTrust North America	85	Workers Comp Ins Pmt 2 of 9		178.07
9/10/2018	20035	No	Monro Inc.	10	EDW:Change Oil/Filter Lic#U29923		49.36
9/10/2018		No	Monro Inc.	10	EDW:Change Oil/Filter Lic#U31660		83.89
9/10/2018	20036	No	CDW Government	10	EDW:Adobe Acrobat Creative Suite License Renewal		2,855.00 A
9/10/2018		No	CDW Government	85	EDW:Adobe Acrobat Creative Suite License Renewal		305.00
9/10/2018	20037	No	The Crane Agency	10	Cyber & Privacy Liability Coverage 07/01/18-06/30/19		3,409.00 B
9/10/2018	20038	No	Danville Paper & Supply, Inc	10	CHA:Trash Can Liners & Paper Towels (2 cs)		121.43
9/10/2018	20039	No	Dave's Precision Mowing	10	CHA:Mowing/Trimming/Blowing 08/01/18		70.00
9/10/2018		No	Dave's Precision Mowing	10	CHA:Mowing/Trimming/Blowing 08/07/18		70.00
9/10/2018		No	Dave's Precision Mowing	10	CHA:Mowing/Trimming/Blowing 08/21/18		70.00
9/10/2018		No	Dave's Precision Mowing	10	CHA:Mowing/Trimming/Blowing 08/28/18		70.00
9/10/2018	20040	No	Eberhart Sign & Lighting Co. Inc	10	CHA:Remove Old & Create/Install New Building Signage		5,019.11 C
9/10/2018		No	Eberhart Sign & Lighting Co. Inc	10	EDW:Remove Old & Create/Install New Building Signage		8,053.20
9/10/2018	20041	No	Edith A. Elliott	85	EDW:Travel to Marion PL to Teach Barcoding Class 08/23/18 Elliott, Edie		27.19
9/10/2018	20042	No	i3 Broadband - CU	10	CHA:Internet 09/01-10/01/18		8.33
9/10/2018		No	i3 Broadband - CU	27	CHA:Internet 09/01-10/01/18		8.33
9/10/2018		No	i3 Broadband - CU	85	CHA:Internet 09/01-10/01/18		8.33
9/10/2018	20043	No	Illinois American Water	10	CHA:Water 07/27-08/24/18		124.33
9/10/2018	20044	No	Illinois Library Association	10	EDW:2018 ILA Conf - Coffee Sponsorship		500.00
9/10/2018	20045	No	Elmer M. Lewis	10	CHA:Install Protective Corners & Clean Bldg 08/28/18		1,176.00 D
9/10/2018	20046	No	Minuteman Press	10	EDW:4 Letters for IHLS Member Packets (550)		539.61
9/10/2018		No	Minuteman Press	10	EDW:Letter for IHLS Member Packets (550)		91.60
9/10/2018	20047	No	NCPERS Group Life Ins.	10	Supp Life Ins 09/01-09/30/18		128.00
9/10/2018		No	NCPERS Group Life Ins.	32	Supp Life Ins 09/01-09/30/18		32.00
9/10/2018		No	NCPERS Group Life Ins.	85	Supp Life Ins 09/01-09/30/18		64.00
9/10/2018	20048	No	Quest Diagnostics	10	CHA:Preemployment Drug Screen		30.50
9/10/2018	20049	No	Republic Services #729	10	CHA:Trash & Recycle Removal 09/01-09/30/18		281.80
9/10/2018	20050	No	Republic Services #350	10	EDW:Trash Removal 09/01-09/30/18		103.36
9/10/2018	20051	No	Suzanne L Reynolds	85	SWAT Team Barcoding 08/16-08/27/18 Reynolds, Suzanne		213.66
9/10/2018	20052	No	SIUC Research Park, Inc.	10	CAR:Office Leasing 09/01-09/30/18 & Utilities 07/01-07/18/18		7,465.79
9/10/2018	20053	No	Speed Lube #14	10	CHA:Change Oil/Filter Lic#U30759		55.95
9/10/2018	20054	No	Speed Lube #9	10	CHA:Change Oil/Filter Lic#U30799		56.95
9/10/2018	20055	No	Staples Advantage	10	CAR:Delivery & Office Supplies		114.65
9/10/2018		No	Staples Advantage	85	CAR:Delivery & Office Supplies		20.49
9/10/2018	20056	No	Pamela Thomas	27	EDW:Metadata Cataloging 08/16-08/31/18 93.5/hrs Thomas, Pam		3,132.25 E
9/10/2018	20057	No	Verizon Wireless	10	GPS Tracking Srvcs 07/24-08/23/18		200.25
9/10/2018	20058	No	Verizon Wireless	10	Cellphone Srvcs, MIFI, Router, After Hrs Line 07/24-08/23/18		760.97
9/10/2018		No	Verizon Wireless	85	Cellphone Srvcs, MIFI, Router, After Hrs Line 07/24-08/23/18		445.83
9/10/2018	20059	No	Sandra West	10	Board Member:Travel to IHLS Board Mtg 08/28/18		34.61
9/10/2018	20060	No	XTreme Mechanical Inc	10	CHA:Srvc Call-Ice Machine Repair & Rpl Men's Toilet Flange 08/09/18		289.40
9/21/2018	20061	No	Health Care Service Corporation	10	Health Ins 10/01-10/31/18		12,302.55
9/21/2018		No	Health Care Service Corporation	27	Health Ins 10/01-10/31/18		2,102.40
9/21/2018		No	Health Care Service Corporation	32	Health Ins 10/01-10/31/18		1,401.60
9/21/2018		No	Health Care Service Corporation	85	Health Ins 10/01-10/31/18		9,110.40
9/25/2018	20062	No	Allstate Benefits	10	Gap Supp Ins 10/01-10/31/18		166.44
9/25/2018		No	Allstate Benefits	85	Gap Supp Ins 10/01-10/31/18		17.83
9/25/2018	20063	No	Ameren Illinois	10	CHA:Electric 07/19-08/16/18		1,045.26
9/25/2018	20064	No	Ameren Illinois	10	CHA:Gas 07/17-08/15/18		99.07
9/25/2018	20065	No	Ameren Illinois	10	EDW:Gas 08/01-08/29/18		85.77
9/25/2018	20066	No	Ameren Illinois	10	EDW:Electric/Lighting Srvcs 07/31-08/29/18		2,072.77
9/25/2018	20067	No	American Pest Control	10	CHA:Monthly Extermination 09/07/18		35.00

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 From 09/01/2018 Through 09/30/2018

Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Description	Transaction Amount
				Code			
9/25/2018	20068	No	AT&T	10		EDW:Internet 09/10-10/09/18	91.69
9/25/2018		No	AT&T	27		EDW:Internet 09/10-10/09/18	91.69
9/25/2018		No	AT&T	32		EDW:Internet 09/10-10/09/18	91.69
9/25/2018		No	AT&T	85		EDW:Internet 09/10-10/09/18	91.70
9/25/2018	20069	No	AT&T	10		EDW:Elevator Phone Line 08/05-09/04/18	33.04
9/25/2018		No	AT&T	85		EDW:Elevator Phone Line 08/05-09/04/18	33.04
9/25/2018	20070	No	AT&T	10		EDW:Fax Line 08/05-09/04/18	45.42
9/25/2018		No	AT&T	32		EDW:Fax Line 08/05-09/04/18	45.42
9/25/2018		No	AT&T	85		EDW:Fax Line 08/05-09/04/18	45.42
9/25/2018	20071	No	Bibliotheca, LLC	85		eBooks Subscription Purchases 08/01-08/31/18	8,136.18 F
9/25/2018	20072	No	Busey	10		Busey Credit Card Stmt Ending 09/04/18	12,805.14
9/25/2018		No	Busey	27		Busey Credit Card Stmt Ending 09/04/18	669.00
9/25/2018		No	Busey	85		Busey Credit Card Stmt Ending 09/04/18	1,039.81
9/25/2018	20073	No	Consolidated Communications	10		Local/Long Distance & Toll Free Line 09/01-09/30/18	110.71
9/25/2018		No	Consolidated Communications	27		Local/Long Distance & Toll Free Line 09/01-09/30/18	73.80
9/25/2018		No	Consolidated Communications	32		Local/Long Distance & Toll Free Line 09/01-09/30/18	73.80
9/25/2018		No	Consolidated Communications	85		Local/Long Distance & Toll Free Line 09/01-09/30/18	110.71
9/25/2018	20074	No	Continental Western Insurance Company	10		Ins Pmt 3 of 10	4,404.00 G
9/25/2018	20075	No	Colleen Dettenmeier	10		EDW:Travel to St. Louis for Fred Pryor Seminar 09/19/18	11.08
9/25/2018	20076	No	Adrienne Elam	10		EDW:Parking-Fred Pryor Seminar 09/19/18	6.00
9/25/2018	20077	No	Arlanna Y. Fries	10		CAR:Reimb for Parking at ARSL Fries, Arlanna	7.00
9/25/2018	20078	No	George Alarm Co., Inc.	10		EDW:Fire/Burglar/Elevator Alarm Monitoring 10/01-12/31/18	282.90
9/25/2018	20079	No	Dominique Granger	10		EDW:Travel to IHLS CAR for Monthly Visit 08/29/18	20.50
9/25/2018	20080	No	Technology Management Rev Fund	10		CAR:Bandwidth & ICN Filtering 07/01-07/31/18	(270.00)
9/25/2018		No	Technology Management Rev Fund	85		CAR:Bandwidth & ICN Filtering 07/01-07/31/18	553.05
9/25/2018	20081	No	Rhonda Johnisee	10		EDW:Parking Fee-Fred Pryor Seminar 08/20 & 9/19/18	11.00
9/25/2018	20082	No	Larry Jones	10		EDW:Reimb for Tire Repair on Route Lic #U32277 Jones, Larry	25.00
9/25/2018	20083	No	Marketview Car Wash	10		CHA:Van Washes (2)	14.00
9/25/2018	20084	No	Lia McInerney	10		EDW:Travel to ARSL Conf 9/13/18 McInerney, Lia	26.36
9/25/2018	20085	No	Minuteman Press	10		EDW:Large Poster on Foam Board (3)	113.97
9/25/2018		No	Minuteman Press	10		EDW:Letter for IHLS Member Packets (550)	183.20
9/25/2018		No	Minuteman Press	10		EDW:Poster for Member Day & Handouts for Conf	697.79
9/25/2018		No	Minuteman Press	10		EDW:Rack Cards (1500)	413.35
9/25/2018		No	Minuteman Press	85		EDW:Rack Cards (1500)	413.35
9/25/2018	20086	No	Myler Automotive Repair Inc	10		CHA:Replace Canister Vent Valve Lic#U29922	226.60
9/25/2018	20087	No	Nashville Public Library	85		EDW:Reimb for Lost Book-3 Ninjas Kick Back	8.50
9/25/2018	20088	No	Susan C. Pearson	85		EDW:Travel to CAR Office for Circ Training 09/20/18 Pearson, Sue	26.27
9/25/2018		No	Susan C. Pearson	85		EDW:Travel to CHA Office for Circ Classes 09/05/18 Pearson, Sue	36.98
9/25/2018		No	Susan C. Pearson	85		EDW:Travel to Decatur PL for SimplyReports Training	29.47
9/25/2018		No	Susan C. Pearson	85		EDW:Travel to Girard PL for 'Go Live' 08/01/18 Pearson, Sue	15.41
9/25/2018		No	Susan C. Pearson	85		EDW:Travel to Lewis School Lib for Circ Training 08/16/18	26.03
9/25/2018		No	Susan C. Pearson	85		EDW:Travel to Odin School Dist for 'Go Live' 08/23/18	16.01
9/25/2018		No	Susan C. Pearson	85		EDW:Travel to Odin School Dist for Circ Training 08/21/18 Pearson, Sue	16.01
9/25/2018	20089	No	PeopleReady Inc.	10		EDW:Contracted Help - Move Cubical Walls from RAILS (4 ppl/22 hrs)	451.00
9/25/2018	20090	No	Remco Electrical Corporation	10		CHA:Electrical Repair for Garage Door & Breakroom	205.85
9/25/2018	20091	No	Suzanne L Reynolds	85		SWAT Team Barcoding 09/05-09/14/18 Reynolds, Suzanne	131.16
9/25/2018	20092	No	Safelite Fulfillment, Inc.	10		CHA:New Windshield Lic #U30758	299.73
9/25/2018	20093	No	Shred-it USA	10		EDW:Shredding 08/28/18 & 09/19/18	147.56
9/25/2018	20094	No	Charter Communications	10		EDW:Internet 10/01-10/31/18	37.08
9/25/2018		No	Charter Communications	27		EDW:Internet 10/01-10/31/18	37.08
9/25/2018		No	Charter Communications	32		EDW:Internet 10/01-10/31/18	37.08
9/25/2018		No	Charter Communications	85		EDW:Internet 10/01-10/31/18	37.07

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 From 09/01/2018 Through 09/30/2018

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
9/25/2018	20095	No	Speed Lube #14	10	CHA:Change Oil/Filter Lic #U30758	56.95
9/25/2018		No	Speed Lube #14	10	CHA:Change Oil/Filter Lic #U30759	56.95
9/25/2018		No	Speed Lube #14	10	CHA:Change Oil/Filter Lic #U32274	56.95
9/25/2018		No	Speed Lube #14	10	CHA:Change Oil/Filter Lic #U32276	56.95
9/25/2018		No	Speed Lube #14	10	CHA:Change Oil/Filter Lic#U30470	56.95
9/25/2018	20096	No	Speed Lube #9	10	CHA:Change Oil/Filter Lic #U30799	56.95
9/25/2018	20097	No	Staples Credit Plan	10	CHA:Anti-Fatigue Mats (5)	186.95
9/25/2018		No	Staples Credit Plan	10	CHA:Label Maker & Tape, Highlighters, Sheet Protectors, Mounting Strips	76.14
9/25/2018		No	Staples Credit Plan	10	CHA:Mounting Squares	4.19
9/25/2018	20098	No	Staples Advantage	10	CAR:Paper Clips(8)	6.99
9/25/2018	20099	No	Pamela Thomas	27	EDW:Metadata Cataloging 09/03-09/14/18 80/hrs Thomas, Pamela	2,680.00 H
9/25/2018	20100	No	Urbana & Champaign Sanitary District	10	CHA:Sewer 06/26-08/24/18	149.60
9/25/2018	20101	No	Wex Bank	10	Fuel Charges 08/06-09/05/18	15,548.01
9/25/2018		No	Wex Bank	85	Fuel Charges 08/06-09/05/18	282.80
9/25/2018	20102	No	Wright National Insurance Company	10	CHA:Flood Ins Premium 10/03/18-10/02/19	1,334.00
9/25/2018	20103	No	Xerox Corporation	10	CAR:Base & Usage Chrg 07/26-08/21/18	128.44
9/25/2018	20104	No	Xerox Corporation	10	CHA:Base & Usage Chrg 08/03-08/21/18	49.56
9/25/2018		No	Xerox Corporation	27	CHA:Base & Usage Chrg 08/03-08/21/18	49.56
9/25/2018		No	Xerox Corporation	85	CHA:Base & Usage Chrg 08/03-08/21/18	49.56
9/25/2018	20105	No	Xerox Financial Services	10	EDW:Base Charge 8/30/18-9/29/18 & One-Time	222.06
9/25/2018	20106	No	Xerox Corporation	10	CAR:Base & Usage Chrg 07/26-08/21/18	84.23
9/25/2018		No	Xerox Corporation	85	CAR:Base & Usage Chrg 07/26-08/21/18	84.24
9/25/2018	20107	No	Xerox Corporation	10	EDW:Base & Usage Chrg 07/26-08/21/18	129.68
9/25/2018		No	Xerox Corporation	27	EDW:Base & Usage Chrg 07/26-08/21/18	129.70
9/25/2018		No	Xerox Corporation	85	EDW:Base & Usage Chrg 07/26-08/21/18	129.70
9/25/2018	20108	No	Xerox Corporation	32	EDW:Base & Usage Chrg 07/26-08/21/18	232.21
9/25/2018	20109	No	XTreme Mechanical Inc	10	CHA:Removal & Replacement of Sinks (2)	1,977.51 I
9/25/2018	20110	No	Anna Yackle	10	CAR:Travel to Centralis for So IL Lib Netwking Grp Mtg 07/26/18 Yackle, Ann	15.44
9/25/2018		No	Anna Yackle	10	CAR:Travel to City Council Mtg for Kinmundy Lib Discussion 8/23/18 Yackle,	22.92
9/25/2018		No	Anna Yackle	10	CAR:Travel to Kaskaskia College for IHLS Staff Day 07/30/18 Yackle, Anna	23.81
9/25/2018		No	Anna Yackle	10	CAR:Travel to Litchfield for Delivery Mtg in Springfield 08/22/18 Yackle, A	31.79
9/25/2018		No	Anna Yackle	10	CAR:Travel to Staff A Booth at DuQuoin State Fair 08/30/18 Yackle, Anna	4.93
9/26/2018	ACHIMRFSeptember	No	Illinois Municipal Retirement Fund	10	September 2018 IMRF Payment-General	11,769.88 J
9/26/2018		No	Illinois Municipal Retirement Fund	27	September 2018 IMRF Payment-CMC	1,475.10
9/26/2018		No	Illinois Municipal Retirement Fund	32	September 2018 IMRF Payment-OCLC	1,137.68
9/26/2018		No	Illinois Municipal Retirement Fund	85	September 2018 IMRF Payment-SHARE	<u>8,418.39</u>
Total 1000 - US Bank-General Fund						148,284.37
9/7/2018	ACHILPR20180907	No	Illinois Department of Revenue	10	IL Payroll Tax Deposit - PD 09/07/2018	2,967.39 K
9/7/2018		No	Illinois Department of Revenue	27	IL Payroll Tax Deposit - PD 09/07/2018	250.57
9/7/2018		No	Illinois Department of Revenue	32	IL Payroll Tax Deposit - PD 09/07/2018	176.68
9/7/2018		No	Illinois Department of Revenue	85	IL Payroll Tax Deposit - PD 09/07/2018	1,349.40
9/7/2018	ACHIRSPR2018090	No	Department of the Treasury	10	IRS Payroll Tax Deposit-PD 09/07/2018	15,311.69
9/7/2018		No	Department of the Treasury	27	IRS Payroll Tax Deposit-PD 09/07/2018	1,274.29
9/7/2018		No	Department of the Treasury	32	IRS Payroll Tax Deposit-PD 09/07/2018	924.96
9/7/2018		No	Department of the Treasury	85	IRS Payroll Tax Deposit-PD 09/07/2018	7,068.97
9/21/2018	ACHILPR20180921	No	Illinois Department of Revenue	10	IL Payroll Tax Deposit - PD 09/21/2018	2,838.57
9/21/2018		No	Illinois Department of Revenue	27	IL Payroll Tax Deposit - PD 09/21/2018	250.57
9/21/2018		No	Illinois Department of Revenue	32	IL Payroll Tax Deposit - PD 09/21/2018	176.68
9/21/2018		No	Illinois Department of Revenue	85	IL Payroll Tax Deposit - PD 09/21/2018	1,338.11

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9/21/2018	ACHIRSPR2018092	No	Department of the Treasury	10	IRS Payroll Tax Deposit-PD 09/21/2018	14,826.76
9/21/2018		No	Department of the Treasury	27	IRS Payroll Tax Deposit-PD 09/21/2018	1,274.29
9/21/2018		No	Department of the Treasury	32	IRS Payroll Tax Deposit-PD 09/21/2018	924.96
9/21/2018		No	Department of the Treasury	85	IRS Payroll Tax Deposit-PD 09/21/2018	<u>7,021.09</u>

Total 1030 - US Bank - Web Junction/(Payroll) 57,974.98

Total Disbursed 206,259.35

Non-routine Bill Payments Explanations

- A-** Adobe Acrobat Creative Suite Annual License Renewal (8)
- B-** Cyber & Privacy Liability Coverage 07/01/18 - 06/30/19 Annual Premium
- C-** Removed old logo building signage and created & installed new logo building signage at CHA & EDW locations
- D-** CHA-Cleaned interior office and outside windows after renovation and installed protective corners on doors and walls
- E-** CMC contracted staff for metadata cataloging (Fully funded by FY2019 CMC Grant)
- F-** eBooks purchased 08/01-08/31/18 & eBooks purchases to be reimbursed by members
- G-** Auto, Property, General Liability and Umbrella Insurance Coverages (Payment 3 of 10)
- H-** CMC contracted staff for metadata cataloging (Fully funded by FY2019 CMC Grant)
- I-** CHA-Removed and replaced (2) sinks and rebuilt (3) toilets
- J-** September 2018 IMRF Pmt.-Employee & Employer Contribution
- K-** September 2018 Payroll Tax Deposits

Illinois Heartland Library System
 Credit Card Transactions
 From 08/03/2018 Through 09/04/2018

Credit Card	Bill Date	Employee	Trans Date	Vendor	Description	Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
	9/4/2018	4654 2433-Bauer Joan C	8/15/2018	AMAZON	CHA:Post it Flags & Highlighter (3pk) 08/2018	10.01	10	5365	02	10
	9/4/2018	4654 2433-Bauer Joan C	8/19/2018	AMAZON	CHA:Table Coverings for Breakroom (3) 08/2018	41.97	10	5365	02	10
	9/4/2018	4654 2433-Bauer Joan C	8/20/2018	AMAZON	CHA:Table Covering for Breakroom 08/2018	13.99	10	5365	02	10
	9/4/2018	4654 2433-Bauer Joan C	8/27/2018	HIPCAST.COM	Recording Storage 08/2018	4.95	85	5550	01	85
	9/4/2018	4654 2433-Bauer Joan C	8/29/2018	JIMMY JOHNS	CHA:Lunch-Supervisor's Mtg 08/2018	<u>100.82</u>	10	5290	02	10
	Total 4654 2433-Bauer Joan C					171.74				
	9/4/2018	4654 2458-Pernicka Julia A	8/2/2018	SAMS CLUB	EDW:Kleenex (1cs) & Bath Tissue (1cs) 08/2018	52.94	10	5190	01	10
	9/4/2018	4654 2458-Pernicka Julia A	8/10/2018	CANVA	EDW:(4) Images for New Newsletter Banner 08/2018	4.00	10	5330	01	10
	9/4/2018	4654 2458-Pernicka Julia A	8/10/2018	SAMS CLUB	CHA:Floor Mats (11) 08/2018	443.88	10	5195	02	10
	9/4/2018	4654 2458-Pernicka Julia A	8/14/2018	CANVA	EDW:System Map Cards 08/2018	120.00	10	5330	01	10
	9/4/2018	4654 2458-Pernicka Julia A	8/15/2018	MINUTEMAN PRESS	EDW:Brochure & Rack Card for IHLS Member Day 08/2018	639.56	10	5315	01	10
	9/4/2018	4654 2458-Pernicka Julia A	8/20/2018	OFFICEMAX/DEPOT	EDW:Pens 08/2018	15.33	10	5365	01	10
	9/4/2018	4654 2458-Pernicka Julia A	8/22/2018	4IMPRINT	EDW:IHLS Logo To Do Pads for Member Day(500) 08/2018	350.77	10	5315	01	10
	9/4/2018	4654 2458-Pernicka Julia A	8/28/2018	CANVA	EDW:CMC Postcards (1000) 08/2018	170.00	27	5330	01	27
	9/4/2018	4654 2458-Pernicka Julia A	8/31/2018	4IMPRINT	EDW:IHLS Logo Post-it Notes (1000) 08/2018	<u>361.04</u>	10	5330	01	10
	Total 4654 2458-Pernicka Julia A					2,157.52				
	9/4/2018	4654 2482-Brown Troy M	8/2/2018	MAILCHIMP	Monthly Subscription MailChimp 08/2018	10.00	10	5580	01	10
	9/4/2018	4654 2482-Brown Troy M	8/2/2018	PAYFLOW/PAYPAL	EDW:PayPal Monthly Srvc Fee 07/2018	30.00	85	5725	01	85
	9/4/2018	4654 2482-Brown Troy M	8/4/2018	ZOOM.US	EDW:Zoom Std Pro Annual Subscription(3) & Room Connectors(8) 8/4/18-8/3/19	4,441.70	10	5550	01	10
	9/4/2018	4654 2482-Brown Troy M	8/4/2018	ZOOM.US	EDW:Zoom Std Pro Annual Subscription 8/4/18-8/3/19	499.00	27	5550	01	27
	9/4/2018	4654 2482-Brown Troy M	8/4/2018	ZOOM.US	EDW:Zoom Std Pro Annual Subscription & 300 Participants 8/4/18-8/3/19	549.90	85	5550	01	85
	9/4/2018	4654 2482-Brown Troy M	8/14/2018	QUEST SOFTWARE	EDW:Annual Renewal-Spotlight Server Monitoring Software 08/2018	397.03	85	5550	01	85
	9/4/2018	4654 2482-Brown Troy M	8/16/2018	MONOPRICE	EDW:Adapters (6), Cables (6) & Plug 08/2018	73.68	10	5360	01	12
	9/4/2018	4654 2482-Brown Troy M	8/28/2018	JOES PIZZA	CAR:Lunch-Board Mtg-Troy & Anna 08/2018	19.42	10	5290	04	10
	9/4/2018	4654 2482-Brown Troy M	8/30/2018	CARBONDALE CHAMBER	CAR:Registration-Chamber Breakfast-Troy 08/2018	5.00	10	5290	04	10
	9/4/2018	4654 2482-Brown Troy M	8/31/2018	FARMHOUSE BAKERY	EDW:Treats for Supervisor Mtg 08/30/18	52.74	10	5290	01	10
	9/4/2018	4654 2482-Brown Troy M	9/1/2018	LINKEDIN	EDW:Annual Renewal- Lynda.com Training 09/01/18-08/31/19	299.88	10	5550	01	10
	9/4/2018	4654 2482-Brown Troy M	9/2/2018	GODADDY.COM	EDW:SSL Renewal 09/02/18-09/01/20	149.98	10	5580	01	10
	9/4/2018	4654 2482-Brown Troy M	9/2/2018	MAILCHIMP	Monthly Subscription MailChimp 09/2018	30.00	10	5580	01	10
	9/4/2018	4654 2482-Brown Troy M	9/3/2018	WALMART	EDW:Credit- TV for Mt. Vernon VTEL Site 08/2018	(4.00)	10	5365	01	10
	Total 4654 2482-Brown Troy M					6,554.33				
	9/4/2018	4695 2640-Petty Linda	8/1/2018	DOMINOS	EDW:Pizza for Delivery 08/2018	46.62	10	5290	01	20
	9/4/2018	4695 2640-Petty Linda	8/16/2018	SCHNUCKS	EDW:Refreshments for LASA Mtg 08/2018	7.17	10	5290	01	20

Illinois Heartland Library System
 Credit Card Transactions
 From 08/03/2018 Through 09/04/2018

Credit Card	Bill Date	Employee	Trans Date	Vendor	Description	Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
	9/4/2018	4695 2640-Petty Linda	8/30/2018	MOVINGHELP.COM	EDW:Temp Help- Unload Cubicle Walls (2 persons/2 hrs) 08/2018	125.95	10	5060	01	10
	9/4/2018	4695 2640-Petty Linda	8/30/2018	UHAUL B&E AUTO	EDW:U-Haul Rental-Move Cubicle Walls from Burr Ridge 08/2018	440.00	10	5240	01	10
	9/4/2018	4695 2640-Petty Linda	8/31/2018	TRI COUNTY STORAGE	EDW:Storage Unit for Cubicle Walls 08/2018	94.00	10	5195	01	10
		Total 4695 2640-Petty Linda				713.74				
	9/4/2018	5042 9006-Popit Ellen C	8/3/2018	IL LIBRARY ASSOC	ILA 2018 'Passport to Prizes' Sponsorship 08/2018	350.00	10	5330	01	10
		Total 5042 9006-Popit Ellen C				350.00				
	9/4/2018	5085 0664-Palmer Susan	8/20/2018	ABILA CHECKS	EDW:Accounts Payble Checks (1000) 08/2018	318.85	10	5725	01	10
	9/4/2018	5085 0664-Palmer Susan	8/22/2018	CAFE MOXO	EDW:Lunch-ISL Delivery Mtg-Susan, Leslie & Anna 08/2018	39.48	10	5290	01	20
	9/4/2018	5085 0664-Palmer Susan	8/22/2018	JUBELTS BAKERY	EDW:Refreshments-ISL Delivery Mtg 08/2018	24.21	10	5290	01	20
	9/4/2018	5085 0664-Palmer Susan	8/25/2018	WALMART	EDW:Phone Case-Susan 08/2018	43.43	10	5365	01	20
	9/4/2018	5085 0664-Palmer Susan	8/28/2018	OMNILERT	EDW:Rained Out Text Alert System 08/2018	29.95	10	5400	01	10
	9/4/2018	5085 0664-Palmer Susan	8/29/2018	FARMHOUSE BAKERY	EDW:Refreshments-Members Matter Mtg- Mt Vernon 08/2018	30.06	10	5290	01	10
		Total 5085 0664-Palmer Susan				485.98				
	9/4/2018	5125 9147-Wingerter Brant	8/31/2018	ZAPIER.COM	EDW:Annual Subscription -Newsletter Automation Project 08/2018	240.00	10	5550	01	10
		Total 5125 9147-Wingerter Brant				240.00				
	9/4/2018	5174 4296-Bednar Leslie M	8/7/2018	A LITTLE TASTE OF HEAVEN	EDW:Refreshments for Members Matter Mtg 08/2018	48.24	10	5290	01	10
	9/4/2018	5174 4296-Bednar Leslie M	8/7/2018	SOL BISTRO	EDW:Working Lunch-Tina H, Susan, Anna, Chris, Joan, Ellen & Leslie	129.77	10	5290	01	10
	9/4/2018	5174 4296-Bednar Leslie M	8/9/2018	CRACKER BARREL	EDW:Working Lunch-Leslie & Sara Z 08/2018	30.78	10	5290	01	10
	9/4/2018	5174 4296-Bednar Leslie M	8/17/2018	TEASPOONS CAFE	EDW:Working Lunch-Leslie & Sara Z 08/2018	33.73	10	5290	01	10
	9/4/2018	5174 4296-Bednar Leslie M	8/30/2018	AMAZON	EDW:Ink Toner Cartridge (4pk) 08/2018	81.99	10	5360	01	10
		Total 5174 4296-Bednar Leslie M				324.51				
	9/4/2018	5645 2424-Bushong Stacie L	8/3/2018	GOSHEN POST OFFICE	EDW:Postage 08/2018	20.00	10	5370	01	10
	9/4/2018	5645 2424-Bushong Stacie L	8/7/2018	BLOSSOM BASKET	EDW:Plant-Funeral-Joe Bryan 08/2018	69.90	10	5057	01	10
	9/4/2018	5645 2424-Bushong Stacie L	8/10/2018	DOLLAR TREE	EDW:Member Day Bags for Collectible Glasses 08/2018	65.66	10	5315	01	10
	9/4/2018	5645 2424-Bushong Stacie L	8/11/2018	AMAZON	EDW:Raffle Tickets for Member Day 08/2018	7.43	10	5315	01	10
	9/4/2018	5645 2424-Bushong Stacie L	8/14/2018	DOLLAR TREE	EDW:Tissue Paper for Member Day Bags 08/2018	5.36	10	5315	01	10
	9/4/2018	5645 2424-Bushong Stacie L	8/15/2018	PANERA BREAD	EDW:Lunch-Member Day Planning Mtg 08/2018	84.60	10	5315	01	10
	9/4/2018	5645 2424-Bushong Stacie L	8/16/2018	THE EXECUTIVE ADVERTISING	EDW:Hand/Body Lotions for Member Day Bags (150) 08/2018	229.48	10	5315	01	10
	9/4/2018	5645 2424-Bushong Stacie L	8/27/2018	AMAZON	EDW:Amazon Gift Cards for Member Day Prizes (3) 08/2018	300.00	10	5315	01	10
		Total 5645 2424-Bushong Stacie L				782.43				
	9/4/2018	5720 1358-Downes Stephen	8/10/2018	MENARDS	CHA:Mop Heads (2) & Vacuum Cord 08/2018	31.27	10	5190	02	10
	9/4/2018	5720 1358-Downes Stephen	8/30/2018	DOMINOS	CHA:Pizza-ILDS Qtrly Mtg 08/2018	50.20	10	5290	02	22
		Total 5720 1358-Downes Stephen				81.47				

Illinois Heartland Library System
 Credit Card Transactions
 From 08/03/2018 Through 09/04/2018

Credit Card	Bill Date	Employee	Trans Date	Vendor	Description	Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
	9/4/2018	5724 8383-Fries Arlanna	8/3/2018	USPS	CAR:Postage 08/2018	16.00	10	5370	04	20
	9/4/2018	5724 8383-Fries Arlanna	8/7/2018	FINISH LINE	CAR:Van Wash Lic #U32275 08/2018	12.99	10	5210	04	20
	9/4/2018	5724 8383-Fries Arlanna	8/7/2018	TODAYS TECHNOLOGY	CAR:Change Oil/Filter & Rotate Tires Lic #U30469 08/2018	78.17	10	5210	04	20
	9/4/2018	5724 8383-Fries Arlanna	8/8/2018	PLAZA TIRE	CAR:Repair Tire Lic #U30471 08/2018	20.00	10	5210	04	20
	9/4/2018	5724 8383-Fries Arlanna	8/8/2018	WM SUPERCENTER	CAR:Soap, Paper Towels. Lysol Wipes & Vacuum 08/2018	124.08	10	5190	04	10
	9/4/2018	5724 8383-Fries Arlanna	8/8/2018	WM SUPERCENTER	CAR:Windshield Washer Fluid (6) 08/2018	12.66	10	5210	04	20
	9/4/2018	5724 8383-Fries Arlanna	8/10/2018	FINISH LINE	CAR:Van Wash Lic #U25399 08/2018	12.99	10	5210	04	20
	9/4/2018	5724 8383-Fries Arlanna	8/10/2018	FINISH LINE	CAR:Van Wash Lic #U29924 08/2018	12.99	10	5210	04	20
	9/4/2018	5724 8383-Fries Arlanna	8/10/2018	FINISH LINE	CAR:Van Wash Lic #U30468 08/2018	12.99	10	5210	04	20
	9/4/2018	5724 8383-Fries Arlanna	8/10/2018	FINISH LINE	CAR:Van Wash Lic #U30469 08/2018	12.99	10	5210	04	20
	9/4/2018	5724 8383-Fries Arlanna	8/10/2018	FINISH LINE	CAR:Van Wash Lic #U30471 08/2018	12.99	10	5210	04	20
	9/4/2018	5724 8383-Fries Arlanna	8/15/2018	TODAYS TECHNOLOGY	CAR:Change Oil/Filter & Rotate Tires Lic #U30471 08/2018	78.17	10	5210	04	20
	9/4/2018	5724 8383-Fries Arlanna	8/17/2018	TODAYS TECHNOLOGY	CAR:Change Oil/Filter & Rotate Tires Lic #U29924 08/2018	86.92	10	5210	04	20
	9/4/2018	5724 8383-Fries Arlanna	8/23/2018	TODAYS TECHNOLOGY	CAR:Change Oil/Filter, Rotation, Rpl Air Bag Spring Assy Lic #25399 08/2018	650.19	10	5210	04	10
	9/4/2018	5724 8383-Fries Arlanna	8/24/2018	TODAYS TECHNOLOGY	CAR:Change Oil/Filter & Tire Rotation Lic #U30468 08/2018	78.17	10	5210	04	20
		Total 5724 8383-Fries Arlanna				1,222.30				
	9/4/2018	5724 8417-Kates Linda	8/1/2018	MENARDS	CHA:Fitting for Refrigerator Water 08/2018	1.64	10	5180	02	10
	9/4/2018	5724 8417-Kates Linda	8/6/2018	ARCOLA TRUE VALUE	CHA:Delivery Tubs 08/2018	879.12	10	5385	02	20
	9/4/2018	5724 8417-Kates Linda	8/8/2018	MENARDS	CHA:Power Strip, Ext Cord, Razor Blades, Jhooks 08/2018	38.80	10	5195	02	10
	9/4/2018	5724 8417-Kates Linda	8/8/2018	MENARDS	CHA:Portable Hand Cart 08/2018	25.95	10	5385	02	20
	9/4/2018	5724 8417-Kates Linda	8/8/2018	TSS MOBILE STORAGE	CHA:Refund Storage Unit Cleaning Deposit 08/2018	(50.00)	10	5765	02	10
	9/4/2018	5724 8417-Kates Linda	8/9/2018	MENARDS	CHA:Restroom Shelf 08/2018	17.18	10	5195	02	10
	9/4/2018	5724 8417-Kates Linda	8/17/2018	RULER FOODS	CHA:Water for Mtgs 08/2018	15.09	10	5290	02	10
	9/4/2018	5724 8417-Kates Linda	8/17/2018	SAMS CLUB	CHA:Napkins, Coffee, Creamer & Lens Wipes 08/2018	36.28	10	5365	02	10
	9/4/2018	5724 8417-Kates Linda	8/21/2018	MIDWEST AUTOMOTIVE	CHA:Change Oil/Filter Lic #U30209 08/2018	109.95	10	5210	02	22
	9/4/2018	5724 8417-Kates Linda	8/21/2018	WM SUPERCENTER	CHA:Trash Bags for Rectangle Containers 08/2018	17.31	10	5190	02	10
	9/4/2018	5724 8417-Kates Linda	8/21/2018	WM SUPERCENTER	CHA:Def for Box Truck Lic#U30209 08/2018	8.59	10	5210	02	22
		Total 5724 8417-Kates Linda				1,099.91				
	9/4/2018	6067 4468-Henderson Michael Z	8/7/2018	KFC	EDW:Lunch/Dinner-CHA Colo - Brandon 08/2018	39.19	85	5260	01	85
	9/4/2018	6067 4468-Henderson Michael Z	8/7/2018	SUBWAY	EDW:Lunch-CHA Colo-Zach 08/2018	6.83	85	5260	01	85
	9/4/2018	6067 4468-Henderson Michael Z	8/14/2018	PENN STATION	EDW:Lunch-CHA Colo-Zach 08/2018	11.91	85	5260	01	85
	9/4/2018	6067 4468-Henderson Michael Z	8/29/2018	DREAMHOST	EDW:Domain Name - Bethalto PL 08/2018	13.95	10	5840	01	10
	9/4/2018	6067 4468-Henderson Michael Z	8/30/2018	DREAMHOST	EDW:Domain Name - Roxana Library 08/2018	13.95	10	5840	01	10
	9/4/2018	6067 4468-Henderson Michael Z	8/31/2018	DREAMHOST	EDW:Domain Name - Caseyville Library 08/2018	13.95	10	5840	01	10
		Total 6067 4468-Henderson Michael Z				99.78				

Illinois Heartland Library System
 Credit Card Transactions
 From 08/03/2018 Through 09/04/2018

Credit Card						Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
Bill Date	Employee	Trans Date	Vendor	Description						
9/4/2018	6094 1800-Granger Dominique S	8/3/2018	ST LOUIS SNOWCONE	EDW:Mobile Snow Cone Stand - Staff Day 08/2018		155.50	10	5058	01	10
9/4/2018	6094 1800-Granger Dominique S	8/3/2018	ST LOUIS SNOWCONE	EDW:Refund on Tax - Mobile Snow Cone - Staff Day 08/2018		(20.50)	10	5058	01	10
9/4/2018	6094 1800-Granger Dominique S	8/9/2018	OFFICEMAX/DEPOT	EDW:File Folders 08/2018		7.26	10	5365	01	10
9/4/2018	6094 1800-Granger Dominique S	8/22/2018	USPS	EDW:Postage 08/2018		7.12	10	5370	01	10
9/4/2018	6094 1800-Granger Dominique S	8/29/2018	SCHNUCKS	CAR:Treats for Aug Staff Birthdays 08/2018		32.30	10	5057	04	10
9/4/2018	6094 1800-Granger Dominique S	8/31/2018	SCHNUCKS	EDW:Treats for Aug Staff Birthdays 08/2018		48.56	10	5057	01	10
Total 6094 1800-Granger Dominique S						<u>230.24</u>				

Report Transaction Totals

14,513.95

Non-routine Credit Card Transactions Explanations

- Bauer, Joan C - Lunch for Supervisor's Meeting on 08/30/18
- Pernicka, Julia A - CHA - Purchased (11) desk floor mats
 - Printed IHLS' System Map Cards
 - Printed Brochures, Rack Cards & To Do Scratch Pads for IHLS Member Day
 - Printed CMC Postcards (1,000) (Fully funded by FY2019 CMC Grant)
 - Printed IHLS Logoed Post-it Notes (1,000)
- Brown, Troy M - Zoom Standard Pro (3) & Room Connector (8) Annual Subscriptions
 - Zoom Rooms Annual Subscription (1) (Fully funded by FY2019 CMC)
 - Zoom Standard Pro (1) & 300 Participants Meeting (1) Annual Subscriptions (Fully funded by SHARE)
 - Spotlight Server Monitoring Software Annual Renewal (Fully funded by SHARE)
 - Lynda.com Training Annual Renewal (1) 09/01/18-08/31/19
 - Secure Sockets Layer (SSL) Certificate BiAnnual Renewal
- Petty, Linda - Temporary help to unload cubicle walls
 - Rented Uhaul to bring cubicle walls from Burr Ridge, IL
- Popit, Ellen C - 2018 ILA "Passport to Prizes" Sponsorship
- Palmer, Susan - Accounts Payable Checks (1,000)
- Wingerter, Brant - Annual Subscription for Newsletter Automation Project
- Bushong, Stacie L - Hand/Body Lotion (150) for IHLS Member Day Souvenir Bags
 - Gift Cards (3) for IHLS Member Day Gift Give-Away
- Fries, Arlanna - Changed Oil/Filter, Rotated Tires & Replaced Air Bag Clock Spring Assembly & Wiper Blades Lic# U25399
- Kates, Linda - CHA - Purchased delivery tubs (88)