

Illinois Heartland Library System

Disbursement Summary Report

Attachment 4.1

From 09/01/2019 Through 09/30/2019

Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Description	Transaction Amount
				Code			
9/11/2019	21105	No	Ameren Illinois	10		EDW:Gas 07/30-08/28/19	66.28
9/11/2019	21106	No	Ameren Illinois	10		EDW:Electric/Lighting Srvc 07/30-08/27/19	1,776.05
9/11/2019	21107	No	American Pest Control	10		CHA:Monthly Extermination 09/06/19	35.00
9/11/2019	21108	No	Arthur J Gallagher Risk Management	10		Cyber & Privacy Liability Coverage 07/01/19-06/30/20	2,576.00 A
9/11/2019	21109	No	AT&T	10		EDW:Elevator Phone Line 08/05-09/04/19	42.01
9/11/2019		No	AT&T	85		EDW:Elevator Phone Line 08/05-09/04/19	42.01
9/11/2019	21110	No	AT&T	10		EDW:Fax Line 08/05-09/04/19	65.38
9/11/2019		No	AT&T	32		EDW:Fax Line 08/05-09/04/19	65.38
9/11/2019		No	AT&T	85		EDW:Fax Line 08/05-09/04/19	65.38
9/11/2019	21111	No	Monro Inc	10		EDW:Change Oil/Filter Lic #U33020	55.99
9/11/2019		No	Monro Inc	10		EDW:Change Oil/Filter Lic #U8313	38.99
9/11/2019		No	Monro Inc	10		EDW:Replace Wiper Blades Lic #U30840	49.98
9/11/2019	21112	No	Stacie Bushong	10		ILHS Board Mtg (Effingham):Mileage Reimb-Bushong, Stacie 08/27/19	7.66
9/11/2019	21113	No	CCR Roofing Services LLC	10		EDW:Diagnosis of Roof Leak Around A/C Unit	150.00
9/11/2019	21114	No	Consolidated Communications	10		Local/Long Distance & Toll Free Line 09/01-09/30/19	110.59
9/11/2019		No	Consolidated Communications	27		Local/Long Distance & Toll Free Line 09/01-09/30/19	73.72
9/11/2019		No	Consolidated Communications	32		Local/Long Distance & Toll Free Line 09/01-09/30/19	73.72
9/11/2019		No	Consolidated Communications	85		Local/Long Distance & Toll Free Line 09/01-09/30/19	110.58
9/11/2019	21115	No	Dave's Precision Mowing	10		CHA:Mowing/Blowing/Trimming 08/27/19	70.00
9/11/2019		No	Dave's Precision Mowing	10		CHA:Mowing/Trimming/Blowing 08/13/19	70.00
9/11/2019	21116	No	DELL MARKETING LP	10		CAR:Replacement Laptop Battery	81.00
9/11/2019	21117	No	George Alarm Co Inc	10		EDW:Fire/Burglar/Elevator Alarm Monitoring 10/01-12/31/19	282.90
9/11/2019	21118	No	i3 Broadband - CU	10		CHA:Internet 09/01-09/30/19	11.67
9/11/2019		No	i3 Broadband - CU	27		CHA:Internet 09/01-09/30/19	11.66
9/11/2019		No	i3 Broadband - CU	85		CHA:Internet 09/01-09/30/19	11.66
9/11/2019	21119	No	Illinois American Water	10		CHA:Water 07/26-08/26/19	73.89
9/11/2019	21120	No	Technology Management Rev Fund	10		CAR:Bandwidth 07/01-07/31/19	(270.00)
9/11/2019		No	Technology Management Rev Fund	85		CAR:Bandwidth 07/01-07/31/19	540.00
9/11/2019	21121	No	Illinois Library Association	10		ILA Conf:Registration-15 Staff/1 Board Member	224.00 B
9/11/2019		No	Illinois Library Association	27		ILA Conf:Registration-15 Staff/1 Board Member	1,028.00
9/11/2019		No	Illinois Library Association	85		ILA Conf:Registration-15 Staff/1 Board Member	1,510.00
9/11/2019	21122	No	Mountain Valley Water of Carbondale	10		CAR:5 Gallon Purified Water Bottle (2)	12.50
9/11/2019	21123	No	Presto-X	10		EDW:Pest Control Interior - September 2019	20.67
9/11/2019	21124	No	Quill Corporation	10		EDW:Removable Tape, Expo Markers, Expo Erasers, Copy Paper & Labels	112.79
9/11/2019		No	Quill Corporation	27		EDW:Removable Tape, Expo Markers, Expo Erasers, Copy Paper & Labels	6.72
9/11/2019		No	Quill Corporation	85		EDW:Removable Tape, Expo Markers, Expo Erasers, Copy Paper & Labels	6.72
9/11/2019	21125	No	Royal Cleaning & Lewis Enterprises	10		CHA:Janitorial Srvc August 2019	600.00
9/11/2019	21126	No	Safelite Fulfillment, Inc.	10		CHA:Replace Windshield Lic #U30799	292.20
9/11/2019	21127	No	SIUC Research Park, Inc.	10		CAR:Office Leasing/Electric & Lighting Srvc/Fiber Internet	8,502.65
9/11/2019		No	SIUC Research Park, Inc.	85		CAR:Office Leasing/Electric & Lighting Srvc/Fiber Internet	40.00
9/11/2019	21128	No	Charter Communications	10		EDW:Internet 09/01-09/30/19	40.56
9/11/2019		No	Charter Communications	27		EDW:Internet 09/01-09/30/19	40.56
9/11/2019		No	Charter Communications	32		EDW:Internet 09/01-09/30/19	40.55
9/11/2019		No	Charter Communications	85		EDW:Internet 09/01-09/30/19	40.55
9/11/2019	21129	No	Speed Lube #14	10		CHA:Change Oil/Filter Lic #U30470	57.95
9/11/2019		No	Speed Lube #14	10		CHA:Change Oil/Filter Lic #U32276	57.95
9/11/2019	21130	No	Today's Technology Auto Repair	10		CAR:Change Oil/Filter & Tire Rotation Lic #U33023	78.17
9/11/2019	21131	No	Verizon Wireless	10		GPS Tracking Srvc 07/24-08/23/19	247.07
9/11/2019	21132	No	Verizon Wireless	10		Cellphone Srvc, MIFI, Router & After Hrs Line 07/24-08/23/19	389.48
9/11/2019		No	Verizon Wireless	85		Cellphone Srvc, MIFI, Router & After Hrs Line 07/24-08/23/19	445.48
9/11/2019	21133	No	William C Wagner Jr	10		Board Member:Mileage Reimb-Wagner, William 08/27/19	106.72
9/11/2019	21134	No	Sandra West	10		Board Member:Mileage Reimb-West, Sandy 08/27/19	108.81
9/11/2019	21135	No	Wex Bank	10		Fuel Charges 08/06-09/05/19	15,101.26
9/11/2019		No	Wex Bank	27		Fuel Charges 08/06-09/05/19	79.99
9/11/2019		No	Wex Bank	85		Fuel Charges 08/06-09/05/19	118.06

Illinois Heartland Library System

Disbursement Summary Report

From 09/01/2019 Through 09/30/2019

Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Description	Transaction Amount
				Code			
9/11/2019	21136	No	Xerox Corporation	10		CHA:Base & Usage Chrg 07/21-08/21/19	53.05
9/11/2019		No	Xerox Corporation	27		CHA:Base & Usage Chrg 07/21-08/21/19	53.05
9/11/2019		No	Xerox Corporation	85		CHA:Base & Usage Chrg 07/21-08/21/19	53.05
9/11/2019	21137	No	Xerox Corporation	10		CAR:Base & Usage Chrg 06/30-07/30/19	102.68
9/11/2019		No	Xerox Corporation	85		CAR:Base & Usage Chrg 06/30-07/30/19	102.66
9/11/2019	21138	No	Xerox Corporation	10		EDW:Base & Usage Chrg 07/21-08/21/19	157.02
9/11/2019		No	Xerox Corporation	27		EDW:Base & Usage Chrg 07/21-08/21/19	157.02
9/11/2019		No	Xerox Corporation	85		EDW:Base & Usage Chrg 07/21-08/21/19	157.02
9/11/2019	21139	No	Xerox Corporation	32		EDW:Base & Usage Chrg 07/21-08/21/19	324.38
9/24/2019	21140	No	Above and Beyond Commercial Cleaning	10		EDW:Janitorial Srvcs August 2019	600.00
9/24/2019	21141	No	Actsoft	10		Shipping Chrg-GPS Units	19.99
9/24/2019	21142	No	Ameren Illinois	10		CHA:Electric & Lighting Srvcs 08/15-09/16/19	1,121.28
9/24/2019	21143	No	Ameren Illinois	10		CHA:Gas 08/15-09/16/19	71.28
9/24/2019	21144	No	AT&T	10		EDW:Internet 09/10-10/09/19	93.39
9/24/2019		No	AT&T	27		EDW:Internet 09/10-10/09/19	93.38
9/24/2019		No	AT&T	32		EDW:Internet 09/10-10/09/19	93.38
9/24/2019		No	AT&T	85		EDW:Internet 09/10-10/09/19	93.38
9/24/2019	21145	No	Bibliotheca LLC	85		eBooks Subscription Purchases 08/01-08/31/19	7,996.05 C
9/24/2019	21146	No	Busey	10		Busey Credit Card Stmt Ending 09/03/19	12,377.30
9/24/2019		No	Busey	27		Busey Credit Card Stmt Ending 09/03/19	1,399.13
9/24/2019		No	Busey	85		Busey Credit Card Stmt Ending 09/03/19	1,129.75
9/24/2019	21147	No	Carlinville Public Library	85		Reimb for FCI Greenville Lost Book 'Sidney Sheldon's'	12.99
9/24/2019	21148	No	Chatham Area Public Library District	85		Reimb for FCI Greenville Lost Book 'Captivated'	12.00
9/24/2019		No	Chatham Area Public Library District	85		Reimb for FCI Greenville Lost Book 'Dangerous Days'	8.00
9/24/2019	21149	No	DELL MARKETING LP	10		EDW:Replacement Laptop Battery	43.98
9/24/2019	21150	No	Edwardsville Auto Inc	10		EDW:Remove Old & Install New GPS System Lic #U29062	298.05
9/24/2019	21151	No	Elwood Library District	10		CHA:Reimb for Damaged Book 'Small Great Things'	17.48
9/24/2019	21152	No	Steve Hargadon	10		Sexual Harassment Webinar (33 Licenses)	990.00 D
9/24/2019	21153	No	Marketview Car Wash	10		CHA:Van Wash Lic #U33176	8.00
9/24/2019	21154	No	Marshall Public Library	85		Reimb for FCI Greenville Lost Book 'Keeping Her'	10.00
9/24/2019	21155	No	Mountain Valley Water of Carbondale	10		CAR:5 Gallon Purified Water Bottle (1)	6.25
9/24/2019	21156	No	NCPERS Group Life Ins.	10		Supp Life Ins 10/01-10/31/19	101.60
9/24/2019		No	NCPERS Group Life Ins.	32		Supp Life Ins 10/01-10/31/19	26.40
9/24/2019		No	NCPERS Group Life Ins.	85		Supp Life Ins 10/01-10/31/19	64.00
9/24/2019	21157	No	Plymouth Rocket Inc	85		Patron Authentication Software 09/12/19-02/07/20	70.96 E
9/24/2019	21158	No	Ellen C. Popit	10		Retiring Board Member Thank You-Robert Paalberg	40.00
9/24/2019	21159	No	Safelite Fulfillment, Inc.	10		CAR:Repair Windshield Lic #U33056	59.95
9/24/2019		No	Safelite Fulfillment, Inc.	10		CHA:Replace Windshield Lic #U30799	292.20
9/24/2019	21160	No	Cheri L. Schuler-Faust	27		PUG Day:Mileage Reimb-Schuler-Faust, Cheri 09/20/19	65.81
9/24/2019	21161	No	Speed Lube #14	10		CHA:Change Oil/Filter Lic #U30759	57.95
9/24/2019		No	Speed Lube #14	10		CHA:Change Oil/Filter Lic #U30799	57.95
9/24/2019		No	Speed Lube #14	10		CHA:Change Oil/Filter Lic #U33176	57.95
9/24/2019	21162	No	Speed Lube #2	10		CHA:Change Oil/Filter Lic #U30758	57.95
9/24/2019	21163	No	Staples Advantage	10		CAR:Refund-Slim Line Lamp Set	(156.99)
9/24/2019		No	Staples Advantage	10		EDW:Binders (14) & Business Card Holders (3 pk)	75.44
9/24/2019		No	Staples Advantage	10		EDW:Filing Cabinet	101.99
9/24/2019		No	Staples Advantage	10		EDW:Mesh Desk Organizer	34.99
9/24/2019	21164	No	The Hartford	10		Property & Auto Ins Endorsement 07/01/19-06/30/20	3,058.00 F
9/24/2019	21165	No	Cassandra Thompson	85		Board Mtg (Effingham PL):Mileage Reimb-Thompson, Cassie 08/27/19	20.43
9/24/2019		No	Cassandra Thompson	85		Think Outside the Barn:Mileage Reimb-Thompson, Cassie 08/29/19	39.10
9/24/2019	21166	No	Tri County Storage	10		EDW:Storage Unit for Cubicle Walls 10/01-10/31/19	88.00
9/24/2019	21167	No	Urbana & Champaign Sanitary District	10		CHA:Sewer 06/26-08/26/19	131.89
9/24/2019	21168	No	Xerox Corporation	10		CAR:Base & Usage Chrg 07/21-08/30/19	133.39
9/24/2019	21169	No	Xerox Financial Services	10		EDW:Base & Usage Chrg 07/30-08/29/19	144.21
9/24/2019	21170	No	Xerox Corporation	10		CAR:Base & Usage Chrg 07/30-08/30/19	101.63
9/24/2019		No	Xerox Corporation	85		CAR:Base & Usage Chrg 07/30-08/30/19	101.62
9/24/2019	21171	No	Xerox Financial Services	10		CAR:Base & Usage Chrg 08/24-09/23/19	169.62

Illinois Heartland Library System
 Disbursement Summary Report
 From 09/01/2019 Through 09/30/2019

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
9/24/2019		No	Xerox Financial Services	10	CAR:Base Chrg & One-Time Documentation Fee 07/24-08/23/19	199.96
9/24/2019		No	Xerox Financial Services	85	CAR:Base & Usage Chrg 08/24-09/23/19	111.52
9/24/2019		No	Xerox Financial Services	85	CAR:Base Chrg & One-Time Documentation Fee 07/24-08/23/19	124.32
9/30/2019	ACHIMRFSep2019	No	Illinois Municipal Retirement Fund	10	September 2019 IMRF Payment	5,248.13
9/30/2019		No	Illinois Municipal Retirement Fund	27	September 2019 IMRF Payment	1,122.24
9/30/2019		No	Illinois Municipal Retirement Fund	32	September 2019 IMRF Payment	784.41
9/30/2019		No	Illinois Municipal Retirement Fund	85	September 2019 IMRF Payment	<u>4,140.14</u>
Total 1000 - US Bank-General Fund						79,978.66
9/6/2019	ACHILPR20190906	No	Illinois Department of Revenue	10	IL Payroll Tax Deposit - PD 09/06/2019	2,969.21
9/6/2019		No	Illinois Department of Revenue	27	IL Payroll Tax Deposit - PD 09/06/2019	436.14
9/6/2019		No	Illinois Department of Revenue	32	IL Payroll Tax Deposit - PD 09/06/2019	189.21
9/6/2019		No	Illinois Department of Revenue	85	IL Payroll Tax Deposit - PD 09/06/2019	1,327.87
9/6/2019	ACHIRSPR2019090	No	Department of the Treasury	10	IRS Payroll Tax Deposit-PD 09/06/2019	15,521.68
9/6/2019		No	Department of the Treasury	27	IRS Payroll Tax Deposit-PD 09/06/2019	2,242.75
9/6/2019		No	Department of the Treasury	32	IRS Payroll Tax Deposit-PD 09/06/2019	1,025.01
9/6/2019		No	Department of the Treasury	85	IRS Payroll Tax Deposit-PD 09/06/2019	7,000.94
9/20/2019	ACHILPR20190920	No	Illinois Department of Revenue	10	IL Payroll Tax Deposit - PD 09/20/2019	2,800.84
9/20/2019		No	Illinois Department of Revenue	27	IL Payroll Tax Deposit - PD 09/20/2019	436.14
9/20/2019		No	Illinois Department of Revenue	32	IL Payroll Tax Deposit - PD 09/20/2019	187.34
9/20/2019		No	Illinois Department of Revenue	85	IL Payroll Tax Deposit - PD 09/20/2019	1,348.32
9/20/2019	ACHIRSPR2019092	No	Department of the Treasury	10	IRS Payroll Tax Deposit-PD 09/20/2019	14,795.38
9/20/2019		No	Department of the Treasury	27	IRS Payroll Tax Deposit-PD 09/20/2019	2,242.75
9/20/2019		No	Department of the Treasury	32	IRS Payroll Tax Deposit-PD 09/20/2019	1,015.15
9/20/2019		No	Department of the Treasury	85	IRS Payroll Tax Deposit-PD 09/20/2019	7,104.89
Total 1030 - US Bank - Web Junction/(Payroll)						<u>60,643.62</u>
Total Disbursed						<u>140,622.28</u>

Non-routine Bill Payments Explanations

- A-** Annual Premium for Cyber & Privacy Liability Insurance Coverage 07/01/19-06/30/20.
- B-** Illinois Library Association (ILA) Conference registration for 15 staff & 1 Board member 10/22/19-10/24/19.
- C-** eBooks purchased 08/01-08/31/19 & eBooks purchases to be reimbursed by members.
- D-** Sexual Harassment Webinar - 33 Licenses (Reimbursed by participating member libraries).
- E-** Patron Authentication Software 09/12/19-02/07/20. This tracks book club kit reservations through the KitKeeper software.
- F-** Annual Premium for Property & Auto Insurance Endorsement 07/01/19-06/30/20.

Illinois Heartland Library System
 Credit Card Transactions
 From 08/03/2019 Through 09/03/2019

Credit Card						Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
9/3/2019	4654 2433-Bauer Joan C	8/21/2019	ISLMA	AISLE:Registration-Bauer, Joan 08/2019	210.00	85	5290	02	85
9/3/2019	4654 2433-Bauer Joan C	8/27/2019	HIPCAST.COM	Recording Storage 08/2019	<u>4.95</u>	85	5550	02	85
	Total 4654 2433-Bauer Joan C				214.95				
9/3/2019	4654 2458-Pernicka Julia A	8/13/2019	JOES PIZZA	Mktg/Communications Mtg-Lunch-17 Staff 08/2019	158.75	10	5290	01	10
9/3/2019	4654 2458-Pernicka Julia A	8/13/2019	SAMS CLUB	Mktg/Communications Mtg-Snacks 08/2019	13.94	10	5290	01	10
9/3/2019	4654 2458-Pernicka Julia A	8/15/2019	VISTAPRINT	Business Cards-Board Members (5) 08/2019	<u>99.21</u>	10	5330	01	10
	Total 4654 2458-Pernicka Julia A				271.90				
9/3/2019	4654 2482-Brown Troy M	8/2/2019	MAILCHIMP	Subscription:MailChimp Monthly 08/2019	30.00	10	5330	01	10
9/3/2019	4654 2482-Brown Troy M	8/2/2019	PAYFLOW/PAYPAL	PayPal Monthly Srvc Fee 08/2019	30.00	85	5725	01	85
9/3/2019	4654 2482-Brown Troy M	8/4/2019	ZOOM.US	Zoom Std Pro Annual Subscription (3) & Room Connectors (8) 08/2019	4,441.70	10	5550	01	10
9/3/2019	4654 2482-Brown Troy M	8/4/2019	ZOOM.US	Zoom Std Pro Annual Subscription 08/2019	499.00	27	5550	01	27
9/3/2019	4654 2482-Brown Troy M	8/4/2019	ZOOM.US	Zoom Std Pro Annual Subscription & 500 Participants 08/2019	549.90	85	5550	01	85
9/3/2019	4654 2482-Brown Troy M	8/5/2019	DREAMHOST	Domain Name-Roodhouse Library 08/2019	15.99	10	5840	01	10
9/3/2019	4654 2482-Brown Troy M	8/7/2019	BEST BUY	CHA:TV for Training Room 08/2019	779.99	10	5360	02	10
9/3/2019	4654 2482-Brown Troy M	8/7/2019	OUTBACK	Working Lunch-CHA Maint Trip-Troy & Brandon 08/2019	38.29	10	5290	04	12
9/3/2019	4654 2482-Brown Troy M	8/28/2019	CARBONDALE CHAMBER	Chamber Luncheon-Brown, Troy 08/2019	15.00	10	5290	04	10
9/3/2019	4654 2482-Brown Troy M	9/1/2019	LINKEDIN	Lynda.com Subscription Annual Renewal 08/2019	299.88	10	5550	01	10
9/3/2019	4654 2482-Brown Troy M	9/2/2019	MAILCHIMP	Subscription:MailChimp Monthly 09/2019	<u>30.00</u>	10	5330	01	10
	Total 4654 2482-Brown Troy M				6,729.75				
9/3/2019	4695 2640-Petty Linda	8/4/2019	FINISH LINE	CAR:Car Wash Lic #U18520 08/2019	12.99	10	5210	04	10
9/3/2019	4695 2640-Petty Linda	8/5/2019	HOME DEPOT	EDW:Replacement Faucet 08/2019	52.00	10	5190	01	10
9/3/2019	4695 2640-Petty Linda	8/10/2019	FINISH LINE	CAR:Van Wash Lic #U33056 08/2019	12.99	10	5210	04	20
9/3/2019	4695 2640-Petty Linda	8/13/2019	WALMART	EDW:Washer Fluid (6) 08/2019	13.02	10	5210	01	20
9/3/2019	4695 2640-Petty Linda	8/13/2019	WALMART	EDW:DEF (2) Lic #U31660 08/2019	15.76	10	5210	01	22
9/3/2019	4695 2640-Petty Linda	8/16/2019	FINISH LINE	CAR:Van Wash Lic #U33023 08/2019	12.99	10	5210	04	22
9/3/2019	4695 2640-Petty Linda	8/22/2019	AMAZON	EDW:Self-Adhesive Vinyl Pockets (200) 08/2019	59.36	10	5385	01	20
9/3/2019	4695 2640-Petty Linda	8/27/2019	CHEDDARS CAFE	Think Outside the Barn:Dinner-3 Staff 08/2019	44.63	10	5260	01	10
9/3/2019	4695 2640-Petty Linda	8/30/2019	FINISH LINE	CAR:Van Wash Lic #U25399 08/2019	12.99	10	5210	04	10
9/3/2019	4695 2640-Petty Linda	8/30/2019	FINISH LINE	CAR:Van Wash Lic #U33021 08/2019	12.99	10	5210	04	20
9/3/2019	4695 2640-Petty Linda	8/30/2019	FINISH LINE	CAR:Van Wash Lic #U33022 08/2019	<u>12.99</u>	10	5210	04	20
	Total 4695 2640-Petty Linda				262.71				
9/3/2019	5042 9006-Popit Ellen C	8/21/2019	ISLMA	AISLE:Registration-Popit, Ellen 08/2019	240.00	10	5290	04	10
9/3/2019	5042 9006-Popit Ellen C	8/29/2019	ISLMA	Member Day-School Libraries Standards Educational Book 08/2019	36.00	10	5315	04	10
9/3/2019	5042 9006-Popit Ellen C	9/2/2019	AROY THAI	ARSL:Dinner-Ellen & Anna 08/2019	<u>33.19</u>	10	5280	04	10

Illinois Heartland Library System
 Credit Card Transactions
 From 08/03/2019 Through 09/03/2019

Credit Card	Bill Date	Employee	Trans Date	Vendor	Description	Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
		Total 5042 9006-Popit Ellen C				309.19				
	9/3/2019	5085 0664-Palmer Susan	8/3/2019	AMAZON	EDW:Desk Organizer 08/2019	20.87	10	5365	01	10
	9/3/2019	5085 0664-Palmer Susan	8/6/2019	SAMS CLUB	EDW:C-Fold Paper Towels (2 cs) 08/2019	51.96	10	5190	01	10
	9/3/2019	5085 0664-Palmer Susan	8/6/2019	SAMS CLUB	EDW:8.5x11 Copy Paper (2 cs) 08/2019	71.96	10	5360	01	10
	9/3/2019	5085 0664-Palmer Susan	8/7/2019	QUILL	EDW:Clorox Wipes 08/2019	7.99	10	5190	01	10
	9/3/2019	5085 0664-Palmer Susan	8/7/2019	QUILL	EDW:Hand Soaps 08/2019	42.11	10	5365	01	10
	9/3/2019	5085 0664-Palmer Susan	8/14/2019	OFFICEMAX/OFFICEDEPT	EDW:Bankers Boxes & Pocket Folders 08/2019	62.70	10	5365	01	10
	9/3/2019	5085 0664-Palmer Susan	8/27/2019	LU BOBS	Working Lunch-Board Mtg-5 Staff 08/2019	96.26	10	5290	01	10
	9/3/2019	5085 0664-Palmer Susan	8/28/2019	OMNILERT	EDW:Rained Out Text Alert System 08/2019	<u>29.95</u>	10	5400	01	10
		Total 5085 0664-Palmer Susan				383.80				
	9/3/2019	5125 9147-Wingerter Brant	8/31/2019	ZAPIER	Zapier:Annual Subscription-Newletter Automation Project 08/2019	<u>240.00</u>	10	5550	01	10
						240.00				
	9/3/2019	5174 4296-Bednar Leslie M	7/31/2019	ETCETERA	Flowers-Refund-Get Well-Popit, Ellen 08/2019	(70.00)	10	5057	01	10
	9/3/2019	5174 4296-Bednar Leslie M	8/12/2019	PANERA	Working Lunch-Leslie & Stacie Carter 08/2019	31.02	10	5290	01	10
	9/3/2019	5174 4296-Bednar Leslie M	8/21/2019	ISLMA	AISLE:Registration-Bednar, Leslie 08/2019	245.00	10	5290	01	10
	9/3/2019	5174 4296-Bednar Leslie M	8/21/2019	ISLMA	AISLE:Registration-Carter, Stacey (Bd Mbr) 08/2019	45.00	10	5290	01	10
	9/3/2019	5174 4296-Bednar Leslie M	8/21/2019	ISLMA	AISLE:Registration-Weigel, Melanie (Bd Mbr) 08/2019	245.00	10	5290	01	10
	9/3/2019	5174 4296-Bednar Leslie M	8/27/2019	NIEMERGS	Working Dinner-Bednar, Leslie 08/2019	10.00	10	5290	01	10
	9/3/2019	5174 4296-Bednar Leslie M	8/28/2019	SILVERSMITH HOTEL	PLA:Lodging-Bednar, Leslie-Incorrect Chrg 08/2019	<u>198.58</u>	10	5265	01	10
		Total 5174 4296-Bednar Leslie M				704.60				
	9/3/2019	5645 2424-Bushong Stacie L	8/26/2019	A LITTLE TASTE OF HEAVEN	IHLS Board Networking Mtg-Treats 08/2019	<u>35.64</u>	10	5290	01	10
		Total 5645 2424-Bushong Stacie L				35.64				
	9/3/2019	5720 1358-Downes Stephen	8/27/2019	JIMMY JOHNS	ILDS Drivers Mtg-CHA-Dinner (6 Staff) 08/2019	<u>68.71</u>	10	5290	02	22
		Total 5720 1358-Downes Stephen				68.71				
	9/3/2019	5724 8417-Kates Linda	8/1/2019	MIDWEST AUTOMOTIVE	CHA:Change Oil/Filter, Repl A/C Switch & Wire Lic #U30209 08/2019	897.52	10	5210	02	22
	9/3/2019	5724 8417-Kates Linda	8/5/2019	MENARDS	CHA:Mop & Mop Refill 08/2019	27.98	10	5190	02	10
	9/3/2019	5724 8417-Kates Linda	8/5/2019	MENARDS	CHA:Washer Fluid (5) 08/2019	8.45	10	5210	02	20
	9/3/2019	5724 8417-Kates Linda	8/7/2019	MEIJER	CHA:Glass Cleaner 08/2019	7.18	10	5190	02	10
	9/3/2019	5724 8417-Kates Linda	8/7/2019	MEIJER	CHA:Coffee Brewer 08/2019	24.99	10	5365	02	10
	9/3/2019	5724 8417-Kates Linda	8/21/2019	GRABER BLDG SUPP	Delivery Tubs for Champaign PL & Urbana Free Lib (80) 08/2019	799.20	10	5385	02	20
	9/3/2019	5724 8417-Kates Linda	8/29/2019	GRABER BLDG SUPP	Delivery Tubs for CHA (24) 08/2019	<u>239.76</u>	10	5385	02	20
		Total 5724 8417-Kates Linda				2,005.08				
	9/3/2019	6067 4476-Thompson Cassandra	8/13/2019	SCHNUCKS	Solus Demo Mtg-Food 08/2019	35.92	85	5290	01	85

Illinois Heartland Library System
 Credit Card Transactions
 From 08/03/2019 Through 09/03/2019

Credit Card	Bill Date	Employee	Trans Date	Vendor	Description	Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
	9/3/2019	6067 4476-Thompson Cassandra	8/22/2019	AMAZON	EDW:Proofreading Book 08/2019	18.67	10	5365	01	10
	9/3/2019	6067 4476-Thompson Cassandra	8/26/2019	LOWES	EDW:Book Club Tote (1) 08/2019	<u>9.98</u>	85	5365	01	85
		Total 6067 4476-Thompson Cassandra				64.57				
	9/3/2019	6094 1800-Granger Dominique S	8/7/2019	MAURIZIOS PIZZA	Fred Pryor Wkshp:Lunch-Granger, Dominique 08/2019	16.43	10	5290	01	10
	9/3/2019	6094 1800-Granger Dominique S	8/21/2019	EL GRECO	Working Lunch-CAR Trip-Granger, Dominique 08/2019	10.05	10	5290	01	10
	9/3/2019	6094 1800-Granger Dominique S	8/21/2019	MCDONALDS	Working Breakfast-CAR Trip-Granger, Dominique 08/2019	3.18	10	5290	01	10
	9/3/2019	6094 1800-Granger Dominique S	8/22/2019	BURGER KING	Working Breakfast-CHA Trip-Granger, Dominique 08/2019	7.87	10	5290	01	10
	9/3/2019	6094 1800-Granger Dominique S	8/22/2019	BURGER KING	Working Lunch-CHA Trip-Granger, Dominique 08/2019	3.81	10	5290	01	10
	9/3/2019	6094 1800-Granger Dominique S	9/1/2019	INDEED	Job Postings - IT/Web Developer 08/2019	<u>325.24</u>	10	5070	01	12
		Total 6094 1800-Granger Dominique S				366.58				
	9/3/2019	6176 8335-Stone Shelley	8/8/2019	AMERICAN LIB ASSN	Teaching RDA Workshop:Registration-Elliott, Edie 08/2019	58.50	85	5290	01	85
	9/3/2019	6176 8335-Stone Shelley	8/8/2019	AMERICAN LIB ASSN	Teaching RDA Workshop:Registration-Stone, Shelley 08/2019	<u>58.50</u>	85	5290	04	85
		Total 6176 8335-Stone Shelley				117.00				
	9/3/2019	6176 8343-Yackle Annabel	8/21/2019	ISLMA	AISLE:Registration-Yackle, Anna 08/2019	<u>245.00</u>	10	5290	04	10
		Total 6176 8343-Yackle Annabel				245.00				
	9/3/2019	6359 8292-Greve Penrod Shandi	8/6/2019	CSPRC	CSPRC Mtg-Greve-Penrod, Shandi 08/2019	35.00	10	5290	01	10
	9/3/2019	6359 8292-Greve Penrod Shandi	8/9/2019	STICKER MULE	Member Day-Stickers (1000) 08/2019	133.00	10	5315	01	10
	9/3/2019	6359 8292-Greve Penrod Shandi	8/13/2019	WWW:STARTWITHWHY	Marketing Materials:The Golden Circle:Presenter Slides & Notes 08/2019	10.00	10	5330	01	10
	9/3/2019	6359 8292-Greve Penrod Shandi	8/14/2019	CSPRC	Comm Serv Public Relations Council Org Membership 08/2019	250.00	10	5700	01	10
	9/3/2019	6359 8292-Greve Penrod Shandi	8/21/2019	ISLMA	AISLE:Registration-Greve-Penrod, Shandi 08/2019	235.00	10	5290	01	10
	9/3/2019	6359 8292-Greve Penrod Shandi	8/21/2019	PAPER MART	Member Day - Glue Dots (1 bx) 08/2019	54.23	10	5315	01	10
	9/3/2019	6359 8292-Greve Penrod Shandi	8/23/2019	CONSOLIDUS	Branded Items-Retractable Duster (200) 08/2019	274.67	10	5315	01	10
	9/3/2019	6359 8292-Greve Penrod Shandi	8/23/2019	CONSOLIDUS	Member Day Handouts-Retractable Duster (550) 08/2019	<u>755.33</u>	10	5330	01	10
		Total 6359 8292-Greve Penrod Shandi				1,747.23				
	9/3/2019	6359 8300-Elliott Edith	8/22/2019	AMERICAN LIB ASSN	ALCTS Online Webinar:Registration-Elliott, Edie 08/2019	43.00	85	5290	01	85
	9/3/2019	6359 8300-Elliott Edith	8/22/2019	AMERICAN LIB ASSN	ALCTS Online Webinar:Registration-Perkins, Liz & Brady, Robert 08/2019	86.00	85	5290	02	85
	9/3/2019	6359 8300-Elliott Edith	8/22/2019	AMERICAN LIB ASSN	ALCTS Online Webinar:Registration-Porter, Dena 08/2019	<u>43.00</u>	85	5290	04	85
		Total 6359 8300-Elliott Edith				172.00				
	9/3/2019	6366 3690-Thomas Pamela	8/2/2019	THE LIGHTHOUSE FAMILY	PUG Day:Lunch-Presentation-Cheri, Erin & Pam 08/2019	28.09	27	5260	02	27
	9/3/2019	6366 3690-Thomas Pamela	8/7/2019	HYATT GARAGE	CONTENTdm:Parking-Thomas, Pam 08/2019	28.00	27	5270	02	27
	9/3/2019	6366 3690-Thomas Pamela	8/7/2019	PEARL STREET PIZZERIA	CONTENTdm:Dinner-Thomas, Pam 08/2019	17.93	27	5280	02	27
	9/3/2019	6366 3690-Thomas Pamela	8/8/2019	HYATT GARAGE	CONTENTdm:Parking-Thomas, Pam 08/2019	28.00	27	5270	02	27
	9/3/2019	6366 3690-Thomas Pamela	8/8/2019	HYATT PLACE	CONTENTdm:Lodging-Thomas, Pam 08/2019	372.06	27	5285	02	27
	9/3/2019	6366 3690-Thomas Pamela	8/8/2019	IMCPL PARKING	CONTENTdm:Parking-Thomas, Pam 08/2019	5.00	27	5270	02	27

Illinois Heartland Library System
 Credit Card Transactions
 From 08/03/2019 Through 09/03/2019

Credit Card	Bill Date	Employee	Trans Date	Vendor	Description	Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
	9/3/2019	6366 3690-Thomas Pamela	8/13/2019	MEIJER	Security for Rural Librarians-Refreshments 08/2019	22.09	10	5300	02	10
	9/3/2019	6366 3690-Thomas Pamela	8/16/2019	AMERICAN LIB ASSN	CMC ALCTS Membership Dues 08/2019	<u>14.30</u>	27	5700	01	27
	Total 6366 3690-Thomas Pamela					515.47				
	9/3/2019	6422 0458-Parr Casey	8/8/2019	WALMART	CAR:Cleaning Supplies 08/2019	37.75	10	5190	04	10
	9/3/2019	6422 0458-Parr Casey	8/30/2019	WALMART	CAR:Washer Fluid (5) 08/2019	<u>7.50</u>	10	5210	04	20
	Total 6422 0458-Parr Casey					45.25				
	9/3/2019	6449 2388-Rose Erin	8/7/2019	PARKINDY	CONTENTdm:Parking-Rose, Erin 08/2019	6.00	27	5270	02	27
	9/3/2019	6449 2388-Rose Erin	8/7/2019	PEARL STREET PIZZERIA	CONTENTdm:Dinner-Rose, Erin 08/2019	14.33	27	5280	02	27
	9/3/2019	6449 2388-Rose Erin	8/7/2019	STEAK N SHAKE	CONTENTdm:Dinner-Rose, Erin & Thomas, Pam 08/2019	14.36	27	5280	02	27
	9/3/2019	6449 2388-Rose Erin	8/8/2019	HYATT PLACE	CONTENTdm:Lodging-Rose, Erin 08/2019	<u>372.06</u>	27	5285	02	27
						406.75				
Report Transaction Totals						<u>14,906.18</u>				

Non-routine Credit Card Transactions Explanations

Bauer, Joan C - Association of Illinois School Library Educators (AISLE) conference registration for Zach Henderson 10/10/19-10/12/19.
 Brown, Troy M - Annual Zoom Subscriptions (5), Room Connectors (8), and 500 Participant Meeting (paid by General, CMC, and SHARE).
 Television for training room at the Champaign office. This is a replacement for the projector.
 Annual renewal for Lynda.com, an online learning subscription.
 Popit, Elen C -AISLE conference registration for Ellen Popit 10/10/19-10/12/19.
 Wingerter, Brant - Annual Zapier automation subscription.
 Bednar, Leslie M - AISLE conference registration for Leslie Bednar, Stacey Carter, and Melanie Weigle 10/10/19-10/12/19.
 Kates, Linda - Delivery tubs for Champaign Public Library and Urbana Free Library. Cost was split between IHLS, Champaign Public Library, and Urbana Free Library.
 Stone, Shelley - Teaching Resource Description and Access (RDA) Workshop registration for Edie Elliott and Shelley Stone 8/19/19.
 Yackle, Annabel - AISLE conference registration for Anna Yackle 10/10/19-10/12/19.
 Greve Penrod, Shandi - Community Service Public Relations Council (CSPRC) organization membership dues for (5) staff.
 AISLE conference registration for Shandi Greve Penrod 10/10/19-10/12/19.
 Elliott, Edith - Association for Library Collections & Technical Services (ALCTS) online webinar registration for Edie Elliott, Liz Perkins, Robert Brady, and Dena Porter.
 Thomas, Pamela - ALCTS membership dues through October 2019.