

**Illinois Heartland Library System**  
 Disbursement Summary Report  
 From 12/01/2020 Through 12/31/2020

Attachment 5.1

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
12/1/2020	ACHIMRFNov2020	No	Illinois Municipal Retirement Fund	10	November 2020 IMRF Payment	13,623.94
12/1/2020		No	Illinois Municipal Retirement Fund	27	November 2020 IMRF Payment	2,426.32
12/1/2020		No	Illinois Municipal Retirement Fund	32	November 2020 IMRF Payment	1,261.20
12/1/2020		No	Illinois Municipal Retirement Fund	85	November 2020 IMRF Payment	8,143.94
12/2/2020	22155	No	AAIM EA Training and Consulting LLC	10	Pre-employment Background Check New Hires	59.80
12/2/2020	22156	No	Above and Beyond Commercial Cleaning	10	EDW:Janitorial Srvcs October 2020	600.00
12/2/2020	22157	No	Ameren Illinois	10	CHA:Electric & Lighting Srvcs 10/15-11/16/2020	629.87
12/2/2020	22158	No	AT&T	10	EDW:Internet 11/10-12/09/2020	95.34
12/2/2020		No	AT&T	27	EDW:Internet 11/10-12/09/2020	95.34
12/2/2020		No	AT&T	32	EDW:Internet 11/10-12/09/2020	95.34
12/2/2020		No	AT&T	85	EDW:Internet 11/10-12/09/2020	95.34
12/2/2020	22159	No	AT&T	10	EDW:Elevator Phone Line 11/04-12/03/2020	46.77
12/2/2020		No	AT&T	85	EDW:Elevator Phone Line 11/04-12/03/2020	46.77
12/2/2020	22160	No	AT&T	10	EDW:Fax Line 11/04-12/03/2020	21.66
12/2/2020		No	AT&T	32	EDW:Fax Line 11/04-12/03/2020	21.65
12/2/2020		No	AT&T	85	EDW:Fax Line 11/04-12/03/2020	21.65
12/2/2020	22161	No	Health Care Service Corporation	10	Health Ins 12/01-12/31/2020	16,288.93
12/2/2020		No	Health Care Service Corporation	27	Health Ins 12/01-12/31/2020	2,938.48
12/2/2020		No	Health Care Service Corporation	32	Health Ins 12/01-12/31/2020	1,342.87
12/2/2020		No	Health Care Service Corporation	85	Health Ins 12/01-12/31/2020	10,032.74
12/2/2020	22162	No	Bibliotheca LLC	85	eBooks Subscription Purchases 10/01-10/31/2020	12,830.18 <b>A</b>
12/2/2020	22163	No	Big Frog Custom T-Shirts	10	Member Day-Planning Team Tshirts (18)	456.11
12/2/2020	22164	No	Champaign County Chamber of Commerce	10	CHA:Chamber of Commerce Membership Dues	350.00 <b>B</b>
12/2/2020	22165	No	Constellation NewEnergy - Gas Division LLC	10	Gas Supply 10/01-10/31/2020	115.53
12/2/2020	22166	No	Dave's Precision Mowing	10	CHA:Mowing/Trimming/Blowing 11/09/2020	70.00
12/2/2020	22167	No	Express Services Inc	10	EDW:Part-Time Temp Assistant for HR & Accounting (14 hrs)	346.64
12/2/2020		No	Express Services Inc	10	EDW:Part-Time Temp Assistant for HR & Accounting (6.5 hrs)	160.94
12/2/2020	22168	No	John Fabick Tractor Company	10	EDW:Preventative Maint on Backup Generator 09/21/2020	726.50 <b>C</b>
12/2/2020	22169	No	Ford & Harrison LLP	10	Legal Counsel re:Personnel Matters & FFCRA Issues 10/01-10/13/2020	2,200.00
12/2/2020	22170	No	GIS Benefits	10	Dental, AD&D, Life & Vision Ins 12/01-12/31/2020	1,174.27
12/2/2020		No	GIS Benefits	85	Dental, AD&D, Life & Vision Ins 12/01-12/31/2020	29.79
12/2/2020	22171	No	GIS Benefits	10	Dental, AD&D, Life & Vision Ins 12/01-12/31/2020	1,698.48
12/2/2020		No	GIS Benefits	27	Dental, AD&D, Life & Vision Ins 12/01-12/31/2020	254.79
12/2/2020		No	GIS Benefits	32	Dental, AD&D, Life & Vision Ins 12/01-12/31/2020	111.99
12/2/2020		No	GIS Benefits	85	Dental, AD&D, Life & Vision Ins 12/01-12/31/2020	893.33
12/2/2020	22172	No	Guardian	10	Supp Ins 12/01-12/31/2020	148.46
12/2/2020		No	Guardian	32	Supp Ins 12/01-12/31/2020	11.89
12/2/2020		No	Guardian	85	Supp Ins 12/01-12/31/2020	65.90
12/2/2020	22173	No	Homeless Training Institute LLC	10	Homeless Training Subscription	859.00 <b>D</b>
12/2/2020	22174	No	i3 Broadband - CU	10	CHA:Internet 12/01-12/31/2020	11.67
12/2/2020		No	i3 Broadband - CU	27	CHA:Internet 12/01-12/31/2020	11.66
12/2/2020		No	i3 Broadband - CU	85	CHA:Internet 12/01-12/31/2020	11.66
12/2/2020	22175	No	Illinois American Water	10	CHA:Water 10/27-11/24/2020	67.08
12/2/2020	22176	No	Marketview Car Wash	10	CHA:Van Washes Lic #U32276 & U33167	16.00
12/2/2020	22177	No	NCPERS Group Life Ins	10	Supp Life Ins 12/01-12/31/2020	88.00
12/2/2020		No	NCPERS Group Life Ins	32	Supp Life Ins 12/01-12/31/2020	24.00
12/2/2020		No	NCPERS Group Life Ins	85	Supp Life Ins 12/01-12/31/2020	64.00
12/2/2020	22178	No	Republic Services # 729	10	CHA:Trash & Recycling Removal 12/01-12/31/2020	232.06
12/2/2020	22179	No	Republic Services # 350	10	EDW:Trash & Recycling Removal 12/01-12/31/2020	102.60
12/2/2020	22180	No	Staples Credit Plan	10	CHA:Laminator Refill, Thermal Address Labels & Pentel Lead	134.43
12/2/2020		No	Staples Credit Plan	85	CHA:Laminator Refill, Thermal Address Labels & Pentel Lead	4.99
12/2/2020	22181	No	The August Garden	10	Flowers-Congratulations-Lara, Jennifer (AISLE Award)	74.09
12/2/2020	22182	No	Urbana & Champaign Sanitary District	10	CHA:Sewer 08/26-10/26/2020	120.02

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Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Amount
				Code	Description	
12/2/2020	22183	No	Wex Bank	10	Fuel Charges 10/24-11/23/2020	11,678.54
12/2/2020	22184	No	Xerox Financial Services	10	Base & Usage Chrg 09/30-10/29/2020	235.02
12/2/2020		No	Xerox Financial Services	27	Base & Usage Chrg 09/30-10/29/2020	127.44
12/2/2020		No	Xerox Financial Services	32	Base & Usage Chrg 09/30-10/29/2020	295.83
12/2/2020		No	Xerox Financial Services	85	Base & Usage Chrg 09/30-10/29/2020	127.43
12/10/2020	22185	No	A Rifkin Co	10	EDW:Canvas Bags for Delivery	4,994.83 E
12/10/2020	22186	No	Ameren Illinois	10	CHA:Gas 11/01-12/01/2020	121.34
12/10/2020	22187	No	Ameren Illinois	10	EDW:Gas 11/01-12/01/2020	129.64
12/10/2020	22188	No	Ameren Illinois	10	EDW:Electric & Lighting Srvc 11/01-12/01/2020	789.17
12/10/2020	22189	No	American Pest Control	10	CHA:Monthly Extermination 12/04/2020	35.00
12/10/2020	22190	No	Best Buy Business Advantage Account	85	EDW:Charge Cable, Adapters & MacBook Pro	2,516.99 F
12/10/2020	22191	No	Busey	10	Busey Credit Card Stmt Ending 12/02/20	4,351.30
12/10/2020		No	Busey	27	Busey Credit Card Stmt Ending 12/02/20	175.00
12/10/2020		No	Busey	32	Busey Credit Card Stmt Ending 12/02/20	71.96
12/10/2020		No	Busey	85	Busey Credit Card Stmt Ending 12/02/20	188.54
12/10/2020	22192	No	Consolidated Communications	10	Local/Long Distance & Toll Free Line 12/01-12/31/2020	110.99
12/10/2020		No	Consolidated Communications	27	Local/Long Distance & Toll Free Line 12/01-12/31/2020	73.99
12/10/2020		No	Consolidated Communications	32	Local/Long Distance & Toll Free Line 12/01-12/31/2020	73.99
12/10/2020		No	Consolidated Communications	85	Local/Long Distance & Toll Free Line 12/01-12/31/2020	110.97
12/10/2020	22193	No	Enterprise FM Trust	10	Monthly Fees & Routine Maintenance - December 2020	5,019.84
12/10/2020	22194	No	Express Services Inc	10	EDW:Part-Time Temp Assistant for HR & Accounting (6 hrs)	148.56
12/10/2020	22195	No	George Alarm Co Inc	10	EDW:Fire/Burglar/Elevator Alarm Monitoring 01/01-03/31/2021	291.09
12/10/2020	22196	No	Technology Management Rev Fund	85	CAR:Bandwidth 11/01-11/30/2020	270.00
12/10/2020	22197	No	Illini Janitorial	10	CHA:Janitorial Srvc for November 2020	525.00
12/10/2020	22198	No	Kavanagh Scully	10	Legal Counsel re:OMA, ColorArt, Angola, DCED & AA Questions 11/06-11/23/20	1,200.00
12/10/2020	22199	No	Midwest DCR	66	EDW:Down Payment for Epoxy Flooring for Garage/Landing/Bathroom	3,250.00 G
12/10/2020	22200	No	SIUC Research Park Inc	10	CAR:Office Leasing/Electric & Lighting Srvc/Fiber Internet	7,815.24
12/10/2020		No	SIUC Research Park Inc	85	CAR:Office Leasing/Electric & Lighting Srvc/Fiber Internet	10.00
12/10/2020	22201	No	Charter Communications	10	EDW:Internet 12/01-12/31/2020	43.20
12/10/2020		No	Charter Communications	27	EDW:Internet 12/01-12/31/2020	43.19
12/10/2020		No	Charter Communications	32	EDW:Internet 12/01-12/31/2020	43.19
12/10/2020		No	Charter Communications	85	EDW:Internet 12/01-12/31/2020	43.19
12/10/2020	22202	No	Uline	10	EDW:Cable Ties (1)	67.82
12/10/2020	22203	No	Verizon Wireless	10	Cellphone Srvc, MIFI, Router & After Hrs Line 10/24-11/23/2020	711.24
12/10/2020		No	Verizon Wireless	85	Cellphone Srvc, MIFI, Router & After Hrs Line 10/24-11/23/2020	412.61
12/10/2020	22204	No	Xerox Financial Services	10	CAR:Base & Usage Chrg 10/24-11/23/2020	124.63
12/10/2020		No	Xerox Financial Services	85	CAR:Base & Usage Chrg 10/24-11/23/2020	85.93
12/28/2020	ACHIMRFDec2020	No	Illinois Municipal Retirement Fund	10	December 2020 IMRF Payment	13,524.87
12/28/2020		No	Illinois Municipal Retirement Fund	27	December 2020 IMRF Payment	2,426.32
12/28/2020		No	Illinois Municipal Retirement Fund	32	December 2020 IMRF Payment	1,264.20
12/28/2020		No	Illinois Municipal Retirement Fund	85	December 2020 IMRF Payment	8,120.90
12/29/2020	22205	No	51 Fire & Safety	10	CHA:Fire Extinguisher Inspection & Maint 12/21/2020	286.25
12/29/2020	22206	No	Above and Beyond Commercial Cleaning	10	EDW:Janitorial Srvc November 2020	600.00
12/29/2020	22207	No	Ameren Illinois	10	CHA:Electric & Lighting Srvc 11/16-12/16/2020	580.70
12/29/2020	22208	No	AT&T	10	EDW:Internet 12/10/2020-01/09/2021	95.34
12/29/2020		No	AT&T	27	EDW:Internet 12/10/2020-01/09/2021	95.34
12/29/2020		No	AT&T	32	EDW:Internet 12/10/2020-01/09/2021	95.34
12/29/2020		No	AT&T	85	EDW:Internet 12/10/2020-01/09/2021	95.34
12/29/2020	22209	No	AT&T	10	EDW:Elevator Phone Line 12/04/2020-01/03/2021	54.27
12/29/2020		No	AT&T	85	EDW:Elevator Phone Line 12/04/2020-01/03/2021	54.27
12/29/2020	22210	No	AT&T	10	EDW:Fax Line 12/04/2020-01/03/2021	22.12
12/29/2020		No	AT&T	32	EDW:Fax Line 12/04/2020-01/03/2021	22.12
12/29/2020		No	AT&T	85	EDW:Fax Line 12/04/2020-01/03/2021	22.12

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Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
12/29/2020	22211	No	BayScan Technologies	10	EDW:Thermal Receipt Paper (24) for Delivery	174.00
12/29/2020	22212	No	Health Care Service Corporation	10	Health Ins 12/01-12/31/2020	16,434.46
12/29/2020		No	Health Care Service Corporation	27	Health Ins 12/01-12/31/2020	2,968.68
12/29/2020		No	Health Care Service Corporation	32	Health Ins 12/01-12/31/2020	1,356.68
12/29/2020		No	Health Care Service Corporation	85	Health Ins 12/01-12/31/2020	10,118.56
12/29/2020	22213	No	Bel-O Sales & Service Inc	10	EDW:Maint on 11 HVAC Units, Repl Filters & Clean Humidifer 12/10-12/15/2020	2,158.00 <b>H</b>
12/29/2020	22214	No	Bibliotheca LLC	85	eBooks Subscription Purchases 11/01-11/30/2020	10,817.27 <b>I</b>
12/29/2020	22215	No	BJ's Printables Inc	10	Board Member Shirt (1)	27.10
12/29/2020		No	BJ's Printables Inc	10	CHA:Shirts (4) & Jacket (1)	165.38
12/29/2020		No	BJ's Printables Inc	10	EDW:Jacket (1)	66.98
12/29/2020	22216	No	Troy Brown	10	Member Day - Lunch - 4 Staff	48.98
12/29/2020	22217	No	Carle	10	Pre-Employment Drug Screen & Fit for Duty-New Hire	124.00
12/29/2020	22218	No	CDW Government	10	Adobe Acrobat Pro License (5)	477.00 <b>J</b>
12/29/2020		No	CDW Government	85	Adobe Acrobat Pro License (5)	318.00
12/29/2020	22219	No	CMC Electric Inc	10	EDW:Installed & Replaced LED Lamps & Ballasts	735.00 <b>K</b>
12/29/2020	22220	No	Constellation NewEnergy - Gas Division LLC	10	Gas Supply 11/01-11/30/2020	184.42
12/29/2020	22221	No	Edwardsville Plumbing & Heating Inc	10	EDW:Repair Water Closet Main Floor Mens Restroom	410.06
12/29/2020	22222	No	Express Services Inc	10	EDW:Part-Time Temp Assistant for HR & Accounting (12 hrs)	297.12
12/29/2020	22223	No	George Alarm	10	CHA:Fire/Burglar/Cell Backup Monitoring 01/01/2021-03/31/2021	120.00
12/29/2020	22224	No	Guardian	10	Supp Ins 01/01-01/31/2021	148.46
12/29/2020		No	Guardian	32	Supp Ins 01/01-01/31/2021	11.89
12/29/2020		No	Guardian	85	Supp Ins 01/01-01/31/2021	65.90
12/29/2020	22225	No	Hollaback Inc	10	Virtual Bystander Intervention Training	1,550.00 <b>L</b>
12/29/2020	22226	No	Technology Management Rev Fund	85	CAR:Bandwidth 12/01-12/31/2020	270.00
12/29/2020	22227	No	Innovative Interfaces Inc	85	Polaris Online Training (2.0 hrs)	400.00 <b>M</b>
12/29/2020	22228	No	Marketview Car Wash	10	CHA:Van Washes Lic #U32276 & U33167	16.00
12/29/2020	22229	No	Linda S Petty	10	Reimb for Delivery Appreciation Snacks-EDW- Petty, Linda	29.52
12/29/2020	22230	No	Remco Electrical Corporation	10	CHA:Replace Doorbell & Transformer	408.03
12/29/2020	22231	No	Republic Services # 729	10	CHA:Trash & Recycling Removal 01/01-01/31/2021	315.93
12/29/2020	22232	No	Republic Services # 350	10	EDW:Trash & Recycling Removal 01/01-01/31/2021	103.48
12/29/2020	22233	No	Shred-it USA	10	EDW:Shredding 11/13/2020	59.92
12/29/2020	22234	No	Southern IL Medical Care Assoc LLC	10	Pre-employment Fit for Duty & Drug Screen-CAR-Courier	115.00
12/29/2020	22235	No	The MARC of Quality	27	Marc Global Report Subscription 01/01/2021-12/31/2021	275.00 <b>N</b>
12/29/2020		No	The MARC of Quality	85	Marc Global Report Subscription 01/01/2021-12/31/2021	8,170.00
12/29/2020	22236	No	Jill Trevino	10	EDW:Reimb for Postage	6.95
12/29/2020	22237	No	Uline	10	EDW:Cable Ties (3)	89.15
12/29/2020		No	Uline	10	EDW:Refund for Cable Ties (3)	(75.00)
12/29/2020		No	Uline	10	EDW:Shipping for Return of Zip Ties Ordered in Error	12.65
12/29/2020	22238	No	Wex Bank	10	Fuel Charges 11/24/20-12/23/20	10,864.92
12/29/2020		No	Wex Bank	85	Fuel Charges 11/24/20-12/23/20	24.17
<b>Total 1000 - US Bank-General Fund</b>						<b>224,889.87</b>
12/11/2020	ACHILPR20201211	No	Illinois Department of Revenue	10	IL Payroll Tax Deposit - PD 12/11/2020	3,175.79
12/11/2020		No	Illinois Department of Revenue	27	IL Payroll Tax Deposit - PD 12/11/2020	428.43
12/11/2020		No	Illinois Department of Revenue	32	IL Payroll Tax Deposit - PD 12/11/2020	174.24
12/11/2020		No	Illinois Department of Revenue	85	IL Payroll Tax Deposit - PD 12/11/2020	1,308.98
12/11/2020	ACHIRSPR20201211	No	Department of the Treasury	10	IRS Payroll Tax Deposit-PD 12/11/2020	16,808.42
12/11/2020		No	Department of the Treasury	27	IRS Payroll Tax Deposit-PD 12/11/2020	2,075.13
12/11/2020		No	Department of the Treasury	32	IRS Payroll Tax Deposit-PD 12/11/2020	942.94
12/11/2020		No	Department of the Treasury	85	IRS Payroll Tax Deposit-PD 12/11/2020	6,944.87
12/24/2020	ACHILPR20201224	No	Illinois Department of Revenue	10	IL Payroll Tax Deposit - PD 12/24/2020	3,178.56
12/24/2020		No	Illinois Department of Revenue	27	IL Payroll Tax Deposit - PD 12/24/2020	428.43
12/24/2020		No	Illinois Department of Revenue	32	IL Payroll Tax Deposit - PD 12/24/2020	174.27
12/24/2020		No	Illinois Department of Revenue	85	IL Payroll Tax Deposit - PD 12/24/2020	1,322.22

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12/24/2020	ACHIRSPR20201224	No	Department of the Treasury	10	IRS Payroll Tax Deposit-PD 12/24/2020	15,651.71
12/24/2020		No	Department of the Treasury	27	IRS Payroll Tax Deposit-PD 12/24/2020	2,075.13
12/24/2020		No	Department of the Treasury	32	IRS Payroll Tax Deposit-PD 12/24/2020	943.06
12/24/2020		No	Department of the Treasury	85	IRS Payroll Tax Deposit-PD 12/24/2020	6,987.73

**Total 1030 - US Bank - Web Junction/(Payroll) 62,619.91**

**Total Disbursed**

**287,509.78**

**Non-routine Bill Payments Explanations**

- A-** eBooks purchased 10/01-10/31/20 & eBooks purchases to be reimbursed by members.
- B-** Champaign County Chamber of Commerce annual membership dues.
- C-** Preventative maintenance on the backup generator at the Edwardsville office.
- D-** Annual subscription for online homeless training for staff.
- E-** Replacement of canvas bags for delivery due to wear.
- F-** Replacement MacBook Pro, charge cable, and adapters for IT staff member.
- G-** Fifty percent down payment for epoxy flooring for garage, landing, and bathroom area that is scheduled to begin January 11, 2021.
- H-** Seasonal maintenance of 11 HVAC units in Edwardsville & replaced filters and cleaned humidifier 12/10-12/15/2020.
- I-** eBooks purchased 11/01-11/30/20 & eBooks purchases to be reimbursed by members.
- J-** Adobe Acrobat Pro license (5). This is used by staff members to create, edit, and sign PDF documents.
- K-** Replacement of (40) LED lamps, (3) ballasts, & (1) outside lamp. Installation of (1) high pressure sodium lamp in outside fixture at the Edwardsville office.
- L-** Virtual Bystander Intervention in the Workplace Training for staff.
- M-** Polaris online training (2.0 hrs.) on how to change the PAC display of captions for MARC tags.
- N-** Annual subscription renewal for MARC Report & MARC Global (01/01/2021-12/31/2021).

**Illinois Heartland Library System**  
 Credit Card Transactions  
 From 11/03/2020 Through 12/02/2020

Credit Card						Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
12/2/2020	4654 2482-Brown Troy M	11/2/2020	MAILCHIMP	Subscription:MailChimp Monthly 11/2020	59.99	10	5330	01	10
12/2/2020	4654 2482-Brown Troy M	11/2/2020	PAYFLOW/PAYPAL	PayPal Monthly Srvc Fee 11/2020	30.00	85	5725	01	85
12/2/2020	4654 2482-Brown Troy M	11/5/2020	SERVER SUPPLY	EDW:Western Digital Replacement Drives for Office Backups (2) 11/2020	205.80	10	5360	01	10
12/2/2020	4654 2482-Brown Troy M	11/8/2020	MICROSOFT	Online Cloud Backup 10/2020	70.98	10	5550	01	10
12/2/2020	4654 2482-Brown Troy M	11/8/2020	MICROSOFT	Online Cloud Backup 11/2020	70.99	85	5550	01	85
12/2/2020	4654 2482-Brown Troy M	11/9/2020	SCHNUCKS	Member Day-Snacks 11/2020	85.81	10	5315	04	10
12/2/2020	4654 2482-Brown Troy M	11/13/2020	AMAZON	EDW:Refund for Failed Hard Drive 11/2020	(79.99)	10	5360	01	10
12/2/2020	4654 2482-Brown Troy M	11/23/2020	AMAZON	CAR:Western Digital Hard Drive 11/2020	269.99	10	5360	04	10
12/2/2020	4654 2482-Brown Troy M	11/27/2020	HIPCAST	Recording Storage 11/2020	4.95	85	5550	01	85
12/2/2020	4654 2482-Brown Troy M	12/2/2020	PIPEDRIVE	PipeDrive Monthly Subscription 11/2020	82.60	10	5550	01	10
12/2/2020	4654 2482-Brown Troy M	12/2/2020	PIPEDRIVE	PipeDrive Monthly Subscription 11/2020	<u>82.60</u>	85	5550	01	85
	Total 4654 2482-Brown Troy M				883.72				
12/2/2020	4695 2640-Petty Linda	11/2/2020	WALMART	EDW:Washer Fluid 11/2020	7.82	10	5210	01	20
12/2/2020	4695 2640-Petty Linda	11/4/2020	AMAZON	EDW:Self-Adhesive Vinyl Pockets (96) 11/2020	41.97	10	5385	01	20
12/2/2020	4695 2640-Petty Linda	11/4/2020	FINISH LINE	CAR:Car Wash Lic #U18520 11/2020	12.99	10	5210	04	10
12/2/2020	4695 2640-Petty Linda	11/7/2020	FINISH LINE	CAR:Van Wash Lic #U33806 11/2020	12.99	10	5210	04	20
12/2/2020	4695 2640-Petty Linda	11/10/2020	OST RENTAL	EDW:Rental of Storage Pods 11/2020	275.00	10	5195	01	10
12/2/2020	4695 2640-Petty Linda	11/11/2020	SCHNUCKS	EDW:Snacks for Veterans Day 11/2020	15.18	10	5290	01	20
12/2/2020	4695 2640-Petty Linda	11/16/2020	FINISH LINE	CAR:Van Wash Lic #U33023 11/2020	12.99	10	5210	04	22
12/2/2020	4695 2640-Petty Linda	11/18/2020	FINISH LINE	CAR:Van Wash Lic #U33056 11/2020	12.99	10	5210	04	20
12/2/2020	4695 2640-Petty Linda	11/18/2020	MINUTEMAN PRESS	EDW:Print & Laminate Delivery Route Posters (7) 11/2020	325.00	10	5385	01	20
12/2/2020	4695 2640-Petty Linda	11/22/2020	AMAZON	EDW:Garage Door Opener Batteries (20) 11/2020	14.95	10	5180	01	10
12/2/2020	4695 2640-Petty Linda	11/28/2020	AMAZON	EDW:Monthly Desk Pad Calendar 11/2020	10.82	10	5365	01	20
12/2/2020	4695 2640-Petty Linda	11/29/2020	AMAZON	EDW:Masking Tape (12) 11/2020	13.98	10	5385	01	20
12/2/2020	4695 2640-Petty Linda	11/30/2020	AMAZON	EDW:Ice Melt (2) 11/2020	59.98	10	5180	01	10
12/2/2020	4695 2640-Petty Linda	11/30/2020	AMAZON	EDW:Storage Bin for Ice Melt 11/2020	101.84	10	5390	01	10
12/2/2020	4695 2640-Petty Linda	11/30/2020	FINISH LINE	CAR:Van Wash Lic #U25399 11/2020	12.99	10	5210	04	10
12/2/2020	4695 2640-Petty Linda	11/30/2020	FINISH LINE	CAR:Van Wash Lic #U33021 11/2020	12.99	10	5210	04	20
12/2/2020	4695 2640-Petty Linda	11/30/2020	FINISH LINE	CAR:Van Wash Lic #U33022 11/2020	<u>12.99</u>	10	5210	04	20
	Total 4695 2640-Petty Linda				957.47				
12/2/2020	5042 9006-Popit Ellen C	11/3/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/3/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/3/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/3/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/3/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10

**Illinois Heartland Library System**  
 Credit Card Transactions  
 From 11/03/2020 Through 12/02/2020

Credit Card						Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
12/2/2020	5042 9006-Popit Ellen C	11/3/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/3/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/3/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/3/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/3/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/3/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/3/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/3/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/3/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/3/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/3/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/3/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/3/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/3/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/4/2020	OLD CASTLE CANDLE	Member Day-Refund Presenter Gift 11/2020	(29.66)	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/6/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	29.66	10	5315	01	10
12/2/2020	5042 9006-Popit Ellen C	11/6/2020	OLD CASTLE CANDLE	Member Day-Presenter Gift 11/2020	<u>29.66</u>	10	5315	01	10
Total 5042 9006-Popit Ellen C					533.88				
12/2/2020	5085 0664-Palmer Susan	11/9/2020	AMAZON	EDW:Ink Cartridge for WR 11/2020	39.89	10	5360	01	10
12/2/2020	5085 0664-Palmer Susan	11/20/2020	SAMS CLUB	EDW:8.5x11 Copy Paper (2) 11/2020	71.96	32	5360	01	32
12/2/2020	5085 0664-Palmer Susan	11/24/2020	SAMS CLUB	EDW:Face Masks (10) 11/2020	<u>89.80</u>	10	5390	01	10
Total 5085 0664-Palmer Susan					201.65				
12/2/2020	5125 9147-Wingerter Brant	11/12/2020	PANIC.COM	CAR:Nova Development Software 11/2020	<u>79.00</u>	10	5360	04	10
Total 5125 9147-Wingerter Brant					79.00				
12/2/2020	5174 4296-Bednar Leslie M	11/6/2020	THE GREENHOUSE OF HIGHLAND	Flowers-Congratulations-Tedesco, Melissa (AISLE Award) 11/2020	74.71	10	5330	01	10
12/2/2020	5174 4296-Bednar Leslie M	11/30/2020	ISLMA	ISLMA Membership Dues-Bednar, Leslie 11/2020	<u>65.00</u>	10	5700	01	10
Total 5174 4296-Bednar Leslie M					139.71				
12/2/2020	5645 2424-Bushong Stacie L	11/4/2020	FOXS FLOWERS	Flowers-Congratulations-Popit, Ellen (AISLE Award) 11/2020	67.25	10	5057	04	10
12/2/2020	5645 2424-Bushong Stacie L	11/4/2020	QUICKGIFTS	Gift Card-Baby Congratulations-Dettenmeier, Colleen 11/2020	75.00	10	5057	01	10
12/2/2020	5645 2424-Bushong Stacie L	11/5/2020	GRUBHUB	Gift Card-Congratulations-Popit, Ellen (AISLE Award) 11/2020	50.00	10	5057	04	10
12/2/2020	5645 2424-Bushong Stacie L	11/10/2020	THE ROCKING HORSE	Flowers-Congratulations-Bayne, Jana (AISLE Award) 11/2020	53.00	10	5330	01	10
12/2/2020	5645 2424-Bushong Stacie L	11/16/2020	LEUKEMIA & LYMPHOMA SOCIETY	Member Day-Donation on Behalf of Keynote Speaker R. David Lankes 11/2020	105.00	10	5315	01	10
12/2/2020	5645 2424-Bushong Stacie L	11/17/2020	OUT OF PRINT	Member Day-Prize 11/2020	30.95	10	5315	01	10
12/2/2020	5645 2424-Bushong Stacie L	11/18/2020	AMAZON	Member Day-Prize 11/2020	133.78	10	5315	01	10
12/2/2020	5645 2424-Bushong Stacie L	11/18/2020	KRUEGERS	Cookies-Thank You-McCormick, Greg 11/2020	57.90	10	5330	01	10

**Illinois Heartland Library System**  
 Credit Card Transactions  
 From 11/03/2020 Through 12/02/2020

Credit Card						Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
12/2/2020	5645 2424-Bushong Stacie L	11/20/2020	USPS	Member Day-Postage for Shipping Prizes 11/2020	72.05	10	5315	01	10
12/2/2020	5645 2424-Bushong Stacie L	11/30/2020	SCHNUCKS	Flowers-Retirement-Ruda, Sharon (ISL) 11/2020	<u>58.64</u>	10	5330	01	10
	Total 5645 2424-Bushong Stacie L				703.57				
12/2/2020	5724 8417-Kates Linda	11/5/2020	TOMMY HOUSE TIRE	CHA:Tire Repair Lic #U30209 11/2020	33.54	10	5210	02	22
12/2/2020	5724 8417-Kates Linda	11/6/2020	SAMS CLUB	CHA:Paper Towels, Kleenex, Dish Liquid & Trash Bags 11/2020	77.00	10	5190	02	10
12/2/2020	5724 8417-Kates Linda	11/6/2020	SAMS CLUB	CHA:Bottled Water (2) 11/2020	5.96	10	5195	02	10
12/2/2020	5724 8417-Kates Linda	11/6/2020	SAMS CLUB	CHA:Paper Plates & Bowls 11/2020	27.26	10	5390	02	10
12/2/2020	5724 8417-Kates Linda	11/11/2020	JIMMY JOHNS	CHA:Lunch for Veterans Day 11/2020	111.35	10	5290	02	20
12/2/2020	5724 8417-Kates Linda	11/16/2020	AMAZON	CHA:Masking Tape (12) 11/2020	35.98	10	5385	02	20
12/2/2020	5724 8417-Kates Linda	11/18/2020	MEIJER	CHA:Disinfectant Wipes (2) 11/2020	8.70	10	5390	02	20
12/2/2020	5724 8417-Kates Linda	11/23/2020	MENARDS	CHA:De-Icer for Vans (7) 11/2020	20.72	10	5210	02	20
12/2/2020	5724 8417-Kates Linda	11/23/2020	MENARDS	CHA:Wiper Blades for U30470, U32276 & U32274 11/2020	57.88	10	5210	02	20
12/2/2020	5724 8417-Kates Linda	11/25/2020	SHIRTCAMP	CHA:Courier & Sorter Shirts (16) 11/2020	<u>195.88</u>	10	5385	02	20
	Total 5724 8417-Kates Linda				574.27				
12/2/2020	6366 3690-Thomas Pamela	11/4/2020	LIBRARY JUICE ACADEMY	LRM:A New Foundation for RDA:Registration-Thomas, Pam 11/2020	<u>175.00</u>	27	5290	02	27
	Total 6067 4476-Thompson Pamela				175.00				
12/2/2020	6666 6914-Knirr John	11/10/2020	HOME 2 SUITES	Member Day-Lodging-Knirr, John 11/2020	<u>82.80</u>	10	5315	01	10
	Total 6666 6914-Knirr John				82.80				
12/2/2020	6756 1734-Trevino Jill	11/3/2020	INDEED	Job Posting-CHA-Courier 11/2020	64.73	10	5070	02	20
12/2/2020	6756 1734-Trevino Jill	11/3/2020	INDEED	Job Posting-CAR-Courier 11/2020	112.00	10	5070	04	20
12/2/2020	6756 1734-Trevino Jill	11/3/2020	SHRM	SHRM Membership Dues-Trevino, Jill 11/2020	219.00	10	5700	01	10
12/2/2020	6756 1734-Trevino Jill	11/12/2020	MANE DESIGNS	Flowers-Sympathy-Holderfield, Lonnie 11/2020	<u>60.00</u>	10	5057	04	20
	Total 6756 1734-Trevino Jill				455.73				

**Report Transaction Totals**

**4,786.80**

**Non-routine Credit Card Transactions Explanations**

Brown, Troy M - Replacement hard drives (2) for office backups at the Edwardsville office and replacement of failed hard drive (1) at the Carbondale office.  
 Brant Wingerter - Development code editor software for Mac.  
 Bednar, Leslie M - Illinois School Library Media Association (ISLMA) annual membership fees for Leslie Bednar.  
 Pamela Thomas -Registration for a Library Juice Academy course LRM:A New Foundation for RDA & the RDA Toolkit for Pam Thomas.  
 Jill Trevino - Society for Human Resource Management (SHRM) annual membership fees for Jill Trevino.