

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

Attachment 5.1

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
1/9/2020	21428	No	AAIM EA Training and Consulting LLC	10	Pre-employment Drug Screen & Background Check New Hires	485.20
1/9/2020	21429	No	Ameren Illinois	10	EDW:Gas 11/27-12/30/19	487.30
1/9/2020	21430	No	Ameren Illinois	10	EDW:Electric & Lighting Svcs 11/26-12/30/19	1,012.14
1/9/2020	21431	No	American Pest Control	10	CHA:Monthly Extermination 01/03/20	35.00
1/9/2020	21432	No	Ashby Moving & Storage Inc	10	EDW:Office Furniture Moving 12/26/19	461.25 A
1/9/2020	21433	No	Monro Inc	10	EDW:Change Oil/Filter & Tire Rotation Lic #U30839	55.99
1/9/2020		No	Monro Inc	10	EDW:Change Oil/Filter & Tire Rotation Lic #U30840	55.99
1/9/2020		No	Monro Inc	10	EDW:Change Oil/Filter & Tire Rotation Lic #U30841	55.99
1/9/2020	21434	No	BayScan Technologies	10	CAR:Receipt Paper (24) for Delivery Use	172.00
1/9/2020	21435	No	Health Care Service Corporation	10	Health Insurance 01/01-01/31/20	17,217.78
1/9/2020		No	Health Care Service Corporation	27	Health Insurance 01/01-01/31/20	2,887.99
1/9/2020		No	Health Care Service Corporation	32	Health Insurance 01/01-01/31/20	1,429.96
1/9/2020		No	Health Care Service Corporation	85	Health Insurance 01/01-01/31/20	9,631.55
1/9/2020	21436	No	City of Edwardsville	10	EDW:Water & Sewer 09/30-12/02/19	121.44
1/9/2020	21437	No	Consolidated Communications	10	Local/Long Distance & Toll Free Line 01-01-01/31/20	110.44
1/9/2020		No	Consolidated Communications	27	Local/Long Distance & Toll Free Line 01-01-01/31/20	73.63
1/9/2020		No	Consolidated Communications	32	Local/Long Distance & Toll Free Line 01-01-01/31/20	73.63
1/9/2020		No	Consolidated Communications	85	Local/Long Distance & Toll Free Line 01-01-01/31/20	110.46
1/9/2020	21438	No	DP Supply Inc	10	CHA:Paper Towels & Bath Tissue	128.79
1/9/2020	21439	No	DELL MARKETING LP	10	Server Memory Upgrade (4)	1,715.44 B
1/9/2020	21440	No	Athena Hubert	10	Board Member:Mileage Reimb-Hubert, Athena 07/23-12/12/19	99.76
1/9/2020	21441	No	i3 Broadband - CU	10	CHA:Internet 01/01-01/31/20	11.67
1/9/2020		No	i3 Broadband - CU	27	CHA:Internet 01/01-01/31/20	11.66
1/9/2020		No	i3 Broadband - CU	85	CHA:Internet 01/01-01/31/20	11.66
1/9/2020	21442	No	Illinois American Water	10	CHA:Water 11/26-12/27/19	71.44
1/9/2020	21443	No	Technology Management Rev Fund	10	CAR:Bandwidth 11/01-11/30/19	(270.00)
1/9/2020		No	Technology Management Rev Fund	85	CAR:Bandwidth 11/01-11/30/19	540.00
1/9/2020	21444	No	Kavanagh Scully	10	CAR:Legal Counsel re:Patron Question 12/05/19	175.00
1/9/2020	21445	No	Mountain Valley Water of Carbondale	10	CAR:5 Gallon Purified Water Bottle (2)	12.50
1/9/2020	21446	No	Presto-X	10	EDW:Pest Control Interior January 2020	20.67
1/9/2020	21447	No	Republic Services # 729	10	CHA:Trash & Recycling Removal 01/01-01/31/20	195.80
1/9/2020	21448	No	Republic Services # 350	10	EDW:Trash & Recycling Removal 01/01-01/31/20	106.82
1/9/2020	21449	No	S & G Custom Mowing	10	CHA:Snow Removal 12/15/19	195.00
1/9/2020	21450	No	Shred-it USA	10	EDW:Shredding 12/13/19	56.00
1/9/2020	21451	No	SIUC Research Park Inc	10	CAR:Office Leasing, Electric & Lighting Svcs & Fiber Internet	7,567.99
1/9/2020		No	SIUC Research Park Inc	85	CAR:Office Leasing, Electric & Lighting Svcs & Fiber Internet	40.00
1/9/2020	21452	No	Charter Communications	10	EDW:Internet 01/01-01/31/20	41.10
1/9/2020		No	Charter Communications	27	EDW:Internet 01/01-01/31/20	41.09
1/9/2020		No	Charter Communications	32	EDW:Internet 01/01-01/31/20	41.09
1/9/2020		No	Charter Communications	85	EDW:Internet 01/01-01/31/20	41.09
1/9/2020	21453	No	Speed Lube # 14	10	CHA:Change Oil/Filter Lic #U33167	57.95
1/9/2020	21454	No	Stutz Excavating Inc	10	EDW:Snow Removal & Salt Parking Lot 12/15-12/17/19	1,175.00
1/9/2020	21455	No	The MARC of Quality	34	OCLC Batchload Processing w/OSMOSIS	4,100.00 C
1/9/2020	21456	No	Today's Technology Auto Repair, LLC	10	CAR:Change Oil/Filter & Tire Rotation Lic #U33056	78.17
1/9/2020	21457	No	Verizon Wireless	10	Cellphone Svcs, MIFI, Router & After Hrs Line 11/24-12/23/19	389.22
1/9/2020		No	Verizon Wireless	85	Cellphone Svcs, MIFI, Router & After Hrs Line 11/24-12/23/19	445.58
1/9/2020	21458	No	Xerox Financial Services	10	CAR:Base & Usage Chrg 11/24-12/23/19	154.15
1/9/2020		No	Xerox Financial Services	85	CAR:Base & Usage Chrg 11/24-12/23/19	102.23
1/15/2020	21459	No	ABC Heating & Air Conditioning Inc	10	CHA:Reattach Drain Line on Package Unit	114.50
1/15/2020	21460	No	Aggressive	10	EDW:Install Van Wraps Lic #U33807 & U33849	2,200.00 D
1/15/2020	21461	No	AT&T	10	EDW:Elevator Phone Line 01/04-02/03/2020	42.20
1/15/2020		No	AT&T	85	EDW:Elevator Phone Line 01/04-02/03/2020	42.19
1/15/2020	21462	No	AT&T	10	EDW:Fax Line 01/04-02/03/20	64.91
1/15/2020		No	AT&T	32	EDW:Fax Line 01/04-02/03/20	64.92
1/15/2020		No	AT&T	85	EDW:Fax Line 01/04-02/03/20	64.92
1/15/2020	21463	No	Monro Inc	10	EDW:Tire Repair Lic #U32517	23.38
1/15/2020	21464	No	Bibliotheca LLC	85	eBooks Subscription Purchases 12/01-12/31/19	8,586.80 E
1/15/2020	21465	No	BJ's Printables Inc	10	CHA:Delivery Shirts (4)	98.40

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 From 01/01/2020 Through 01/31/2020

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
1/15/2020	21466	No	Daniels Quality Painting	10	EDW:Removal of Wallpaper, Repair & Paint Walls-1st FI NE Corner Office	699.93 F
1/15/2020		No	Daniels Quality Painting	10	EDW:Removal of Wallpaper, Repair & Paint Walls-1st FI SW Small Mtg Room	831.58
1/15/2020	21467	No	Edwardsville Plumbing & Heating Inc	10	EDW:Repair Brk Rm Drain Line & Install Garage Faucet	1,495.60 G
1/15/2020	21468	No	LIMRiCC Unemployment Compensation	10	4 Qtr 2019 Unemployment Ins	2,148.39
1/15/2020		No	LIMRiCC Unemployment Compensation	85	4 Qtr 2019 Unemployment Ins	117.81
1/15/2020	21469	No	Patterson Brake & Front End Service Inc	10	EDW:Replace Tires (2) & Alignment Lic #U31660	782.00
1/15/2020	21470	No	Progressive Business - Compliance	10	Labor Law Posters (3 Locations-5 Years)	566.37
1/15/2020	21471	No	Royal Cleaning & Lewis Enterprises	10	CHA:Janitorial Srvcs for December 2019	750.00
1/15/2020	21472	No	Safelite Fulfillment Inc	10	CHA:Repair Windshield Lic #U32276	59.95
1/15/2020	21473	No	Speed Lube # 14	10	CHA:Change Oil/Filter Lic #U32274	59.95
1/15/2020		No	Speed Lube # 14	10	CHA:Change Oil/Filter Lic #U32276	59.95
1/15/2020	21474	No	Staples Advantage	10	EDW:Date Stamp, Pens, Coffee Filters, Ziploc Bags, Kleenex & Napkins	81.11
1/15/2020	21475	No	Today's Technology Auto Repair, LLC	10	CAR:Change Oil/Filter & Tire Rotation Lic #U33021	78.17
1/15/2020		No	Today's Technology Auto Repair, LLC	10	CAR:Change Oil/Filter & Tire Rotation Lic #U33022	78.17
1/15/2020		No	Today's Technology Auto Repair, LLC	10	CAR:Change Oil/Filter & Tire Rotation Lic #U33806	78.17
1/15/2020	21476	No	Wex Bank	10	Fuel Charges 12/06/19-01/05/20	11,799.75
1/15/2020		No	Wex Bank	85	Fuel Charges 12/06/19-01/05/20	116.48
1/15/2020	21477	No	Xerox Corporation	10	CHA:Base & Usage Chrg 11/21-12/21/19	60.05
1/15/2020		No	Xerox Corporation	27	CHA:Base & Usage Chrg 11/21-12/21/19	60.04
1/15/2020		No	Xerox Corporation	85	CHA:Base & Usage Chrg 11/21-12/21/19	60.04
1/15/2020	21478	No	Xerox Corporation	10	EDW:Base & Usage Chrg 11/21-12/21/19	79.56
1/15/2020		No	Xerox Corporation	27	EDW:Base & Usage Chrg 11/21-12/21/19	79.56
1/15/2020		No	Xerox Corporation	85	EDW:Base & Usage Chrg 11/21-12/21/19	79.56
1/15/2020	21479	No	Xerox Corporation	32	EDW:Base & Usage Chrg 11/21-12/21/19	284.98
1/28/2020	21298	No	AT&T	10	EDW:Internet 11/10-12/09/19	(95.34)
1/28/2020		No	AT&T	27	EDW:Internet 11/10-12/09/19	(95.34)
1/28/2020		No	AT&T	32	EDW:Internet 11/10-12/09/19	(95.34)
1/28/2020		No	AT&T	85	EDW:Internet 11/10-12/09/19	(95.34)
1/28/2020	21480	No	Above and Beyond Commercial Cleaning	10	EDW:Janitorial Srvcs December 2019	600.00
1/28/2020	21481	No	Ameren Illinois	10	CHA:Electric & Lighting Srvcs 12/16/19-01/19/20	687.88
1/28/2020	21482	No	Ameren Illinois	10	CHA:Gas 12/16/19-01/17/20	451.10
1/28/2020	21483	No	AT&T	10	EDW:Internet 01/10-02/09/2020	95.45
1/28/2020		No	AT&T	10	EDW:Internet 11/10-12/09/19	95.34
1/28/2020		No	AT&T	27	EDW:Internet 01/10-02/09/2020	95.45
1/28/2020		No	AT&T	27	EDW:Internet 11/10-12/09/19	95.34
1/28/2020		No	AT&T	32	EDW:Internet 01/10-02/09/2020	95.45
1/28/2020		No	AT&T	32	EDW:Internet 11/10-12/09/19	95.34
1/28/2020		No	AT&T	85	EDW:Internet 01/10-02/09/2020	95.45
1/28/2020		No	AT&T	85	EDW:Internet 11/10-12/09/19	95.34
1/28/2020	21484	No	Monro Inc	10	EDW:Change Oil/Filter & Tire Rotation Lic #U31660	67.08
1/28/2020		No	Monro Inc	10	EDW:Change Oil/Filter, Tire Rotation & Repl Mode Door Actuator Lic #U8313	219.93
1/28/2020		No	Monro Inc	10	EDW:Replace Wiper Blades Lic #U30423	32.98
1/28/2020	21485	No	Health Care Service Corporation	10	Health Ins 02/01-02/29/20	15,311.24
1/28/2020		No	Health Care Service Corporation	27	Health Ins 02/01-02/29/20	2,887.99
1/28/2020		No	Health Care Service Corporation	32	Health Ins 02/01-02/29/20	1,429.96
1/28/2020		No	Health Care Service Corporation	85	Health Ins 02/01-02/29/20	10,339.36
1/28/2020	21486	No	Busey	10	Busey Credit Card Stmt Ending 01/02/20	5,914.53
1/28/2020		No	Busey	27	Busey Credit Card Stmt Ending 01/02/20	535.00
1/28/2020		No	Busey	85	Busey Credit Card Stmt Ending 01/02/20	705.59
1/28/2020	21487	No	Stacie Bushong	10	Reimb to Stacie Bushong-Flowers-Sympathy-Thompson, Cassie	62.00
1/28/2020	21488	No	DP Supply Inc	10	CHA:Dispenser Soap (1 cs)	59.40
1/28/2020	21489	No	Edwardsville/Glen Carbon Chamber of Commerce	10	Edw Chamber Annual Membership Mtg:Registration-Bushong, Stacie	29.00
1/28/2020	21490	No	Edwardsville Plumbing & Heating Inc	10	EDW:Clear Kitchen Sink Drain 01/10/2020	110.00
1/28/2020	21491	No	Fire Safety Inc	10	EDW:Fire Extinguisher Inspection & Maint 01/13/20	228.00
1/28/2020	21492	No	Ford & Harrison LLP	10	Legal Counsel re:Drug Free Workplace 11/25/19	760.00

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 From 01/01/2020 Through 01/31/2020

Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Description	Transaction Amount
				Code			
1/28/2020	21493	No	GIS Benefits	10		Dental, AD&D, Life & Vision Ins 02/01-02/29/2020	1,336.68
1/28/2020		No	GIS Benefits	85		Dental, AD&D, Life & Vision Ins 02/01-02/29/2020	29.79
1/28/2020	21494	No	GIS Benefits	10		Dental, AD&D, Life & Vision Ins 02/01-02/29/2020	1,671.87
1/28/2020		No	GIS Benefits	27		Dental, AD&D, Life & Vision Ins 02/01-02/29/2020	251.90
1/28/2020		No	GIS Benefits	32		Dental, AD&D, Life & Vision Ins 02/01-02/29/2020	122.71
1/28/2020		No	GIS Benefits	85		Dental, AD&D, Life & Vision Ins 02/01-02/29/2020	893.33
1/28/2020	21495	No	Technology Management Rev Fund	10		CAR:Bandwidth 12/01-12/31/19	(270.00)
1/28/2020		No	Technology Management Rev Fund	85		CAR:Bandwidth 12/01-12/31/19	540.00
1/28/2020	21496	No	Illinois Library Association	10		Serving Our Public 4.0:Standards for IL Public Libraries (250 Books)	6,250.00 <i>H</i>
1/28/2020	21497	No	Jess Concrete Enterprises LLC	66		CHA:Outdoor Concrete Project	5,822.00 <i>I</i>
1/28/2020	21498	No	Johnson Controls	10		CHA:Regular Security Monitoring 02/01-04/30/20	493.59
1/28/2020	21499	No	Marketview Car Wash	10		CHA:Van Washes Lic #U30759, U32274, U32276 & U33167	32.00
1/28/2020	21500	No	Mountain Valley Water of Carbondale	10		CAR:5 Gallon Purified Water Bottle (2)	12.50
1/28/2020	21501	No	Myler Automotive Repair Inc	10		CHA:Replace Door Wire Harness Lic #U30470	297.13
1/28/2020	21502	No	NCBERS Group Life Ins	10		Supp Life Ins 02/01-02/29/2020	101.60
1/28/2020		No	NCBERS Group Life Ins	32		Supp Life Ins 02/01-02/29/2020	26.40
1/28/2020		No	NCBERS Group Life Ins	85		Supp Life Ins 02/01-02/29/2020	64.00
1/28/2020	21503	No	Presto-X	10		EDW:Pest Control Interior February 2020	20.67
1/28/2020	21504	No	Reaching Forward South	10		RFS:Registration - 16 Staff	650.00 <i>J</i>
1/28/2020		No	Reaching Forward South	10		Sponsorship:RFS Snack Break & Speaker	650.00
1/28/2020		No	Reaching Forward South	85		RFS:Registration - 16 Staff	390.00
1/28/2020	21505	No	Republic Services # 729	10		CHA:Trash & Recycling Removal 02/01-02/29/20	195.68
1/28/2020	21506	No	Republic Services # 350	10		EDW:Trash & Recycling Removal 02/01-02/29/20	106.88
1/28/2020	21507	No	Scott Credit Union	66		Open Share Account & CD at Scott Credit Union	0.00
1/28/2020	21508	No	Speed Lube # 14	10		CHA:Change Oil/Filter Lic #U30759	59.95
1/28/2020	21509	No	Speed Lube # 2	10		CHA:Change Oil/Filter Lic #U30758	59.95
1/28/2020	21510	No	Speed Lube # 9	10		CHA:Change Oil/Filter Lic #U30470	59.95
1/28/2020	21511	No	Staples Advantage	10		EDW:Foam Mounting Tape (3 rls)	17.97
1/28/2020	21512	No	Swank Movie Licensing USA	10		Swank Movie Copyright Compliance Site License (7) 01/01-06/30/20	1,197.00 <i>K</i>
1/28/2020	21513	No	Tri County Storage	10		EDW:Storage Unit for Cubicle Walls 02/01-02/29/20	88.00
1/28/2020	21514	No	Urbana & Champaign Sanitary District	10		CHA:Sewer 10/24-12/27/19	133.17
1/28/2020	21515	No	Xerox Financial Services	10		EDW:Base & Usage Chrg 11/30-12/29/19	126.34
1/29/2020	21516	No	Scott Credit Union	66		Open Share Account & CD at Scott Credit Union	245,005.00 <i>L</i>
1/31/2020	ACHIMRFJan2020	No	Illinois Municipal Retirement Fund	10		January 2020 IMRF Payment	12,252.17
1/31/2020		No	Illinois Municipal Retirement Fund	27		January 2020 IMRF Payment	2,410.76
1/31/2020		No	Illinois Municipal Retirement Fund	32		January 2020 IMRF Payment	1,327.76
1/31/2020		No	Illinois Municipal Retirement Fund	85		January 2020 IMRF Payment	<u>7,587.33</u>
Total 1000 - US Bank-General Fund							414,470.92
1/10/2020	ACHILPR20200110	No	Illinois Department of Revenue	10		IL Payroll Tax Deposit - PD 01/10/2020	2,586.00
1/10/2020		No	Illinois Department of Revenue	27		IL Payroll Tax Deposit - PD 01/10/2020	436.38
1/10/2020		No	Illinois Department of Revenue	32		IL Payroll Tax Deposit - PD 01/10/2020	188.55
1/10/2020		No	Illinois Department of Revenue	85		IL Payroll Tax Deposit - PD 01/10/2020	1,217.80
1/10/2020	ACHIRSPR2020011	No	Department of the Treasury	10		IRS Payroll Tax Deposit-PD 01/10/2020	13,915.72
1/10/2020		No	Department of the Treasury	27		IRS Payroll Tax Deposit-PD 01/10/2020	2,235.42
1/10/2020		No	Department of the Treasury	32		IRS Payroll Tax Deposit-PD 01/10/2020	1,015.73
1/10/2020		No	Department of the Treasury	85		IRS Payroll Tax Deposit-PD 01/10/2020	6,435.39
1/24/2020	ACHILPR20200124	No	Illinois Department of Revenue	10		IL Payroll Tax Deposit - PD 01/24/2020	3,150.05
1/24/2020		No	Illinois Department of Revenue	27		IL Payroll Tax Deposit - PD 01/24/2020	436.28
1/24/2020		No	Illinois Department of Revenue	32		IL Payroll Tax Deposit - PD 01/24/2020	188.55
1/24/2020		No	Illinois Department of Revenue	85		IL Payroll Tax Deposit - PD 01/24/2020	1,237.34
1/24/2020	ACHIRSPR2020012	No	Department of the Treasury	10		IRS Payroll Tax Deposit-PD 01/24/2020	16,452.50
1/24/2020		No	Department of the Treasury	27		IRS Payroll Tax Deposit-PD 01/24/2020	2,230.97
1/24/2020		No	Department of the Treasury	32		IRS Payroll Tax Deposit-PD 01/24/2020	1,012.46
1/24/2020		No	Department of the Treasury	85		IRS Payroll Tax Deposit-PD 01/24/2020	6,490.49
1/31/2020	ACHIRSPR2020013	No	Department of the Treasury	10		IRS Payroll Tax Deposit-PD 01/31/2020	<u>17.64</u>

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Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
Total 1030 - US Bank - Web Junction/ (Payroll)						<u>59,247.27</u>

Total Disbursed

473,718.19

Non-routine Bill Payments Explanations

- A-** Office furniture movers were hired to accommodate new employees at the Edwardsville office.
- B-** Server memory upgrade to accommodate changes for the Microix and Employee Web Service servers.
- C-** OCLC Batchload Processing w/OSMOSIS - Fully funded by the FY2020 TMQ Grant.
- D-** Installation of van wraps for two of the newly received vans.
- E-** eBooks purchased 12/01-12/31/19 & eBooks purchases to be reimbursed by members.
- F-** Deposit for the removal of wallpaper that was coming away from the walls and the repair & painting of the walls in two locations in the Edwardsville office.
- G-** Repaired leaking drain line, replaced ceiling tiles, and installed faucet in garage restroom at the Edwardsville office.
- H-** Purchased 250 "Serving Our Public 4.0:Standards for Illinois Public Libraries" books to be provided to members at a discounted rate.
- I-** Outdoor concrete project of two concrete pads constructed at the Champaign location. This was included in the FY2020 Capital Projects Fund budget.
- J-** Reaching Forward South (RFS) registration for 16 staff and sponsorships for a speaker and a snack break.
- K-** Purchased 7 Swank Movie Copyright Compliance Site Licenses for 01/01-06/30/2020 to be reimbursed by members.
- L-** Opened a \$5.00 Share savings account and purchased a \$245,00.00 Certificate of Deposit (CD) at Scott Credit Union.

Illinois Heartland Library System
 Credit Card Transactions
 From 12/03/2019 Through 01/02/2020

Credit Card							Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code	
1/2/2020	4654 2482-Brown Troy M	12/2/2019	MAILCHIMP	Subscription:MailChimp Monthly 12/2019	34.99	10	5330	01	10	
1/2/2020	4654 2482-Brown Troy M	12/2/2019	PAYFLOW/PAYPAL	PayPal Monthly Srvc Fee 12/2019	30.00	85	5725	01	85	
1/2/2020	4654 2482-Brown Troy M	12/3/2019	DASHLANE	CAR:Refund IT Password Manager Software 12/2019	(192.00)	10	5360	04	12	
1/2/2020	4654 2482-Brown Troy M	12/3/2019	GODADDY	GoDaddy SSL Renewal 12/2019	79.99	85	5580	04	85	
1/2/2020	4654 2482-Brown Troy M	12/4/2019	AMAZON	Member Day-Survey Gift Card Winner 12/2019	25.00	10	5315	01	10	
1/2/2020	4654 2482-Brown Troy M	12/4/2019	DREAMHOST	Domain Name-East Alton PL 12/2019	15.99	10	5840	01	10	
1/2/2020	4654 2482-Brown Troy M	12/18/2019	BEST BUY	EDW:Canon Camera for IHLS Videos 12/2019	649.99	10	5360	01	10	
1/2/2020	4654 2482-Brown Troy M	12/18/2019	BEST BUY	EDW:Memory Card for IHLS Videos 12/2019	14.99	10	5360	01	10	
1/2/2020	4654 2482-Brown Troy M	12/18/2019	BEST BUY	EDW:Memory Card for IHLS Videos 12/2019	18.74	10	5360	01	10	
1/2/2020	4654 2482-Brown Troy M	12/18/2019	BEST BUY	EDW:Tripod for IHLS Videos 12/2019	112.49	10	5360	01	10	
1/2/2020	4654 2482-Brown Troy M	12/21/2019	AMAZON	EDW:Video Equipment for IHLS Videos 12/2019	215.17	10	5360	01	10	
1/2/2020	4654 2482-Brown Troy M	12/21/2019	SHUTTERSTOCK	Images on Demand Stock Photo Subscription 12/2019	49.00	10	5550	04	10	
1/2/2020	4654 2482-Brown Troy M	12/21/2019	SWEETWATER SOUND	EDW:Video Equipment for IHLS Videos 12/2019	976.94	10	5360	01	10	
1/2/2020	4654 2482-Brown Troy M	12/23/2019	IFIXIT.COM	CAR:iPhone Battery Replacement (1) 12/2019	29.99	10	5360	04	12	
1/2/2020	4654 2482-Brown Troy M	12/26/2019	DREAMHOST	Domain Name-Fairview Heights PL 12/2019	15.99	10	5840	01	10	
1/2/2020	4654 2482-Brown Troy M	12/26/2019	DREAMHOST	Domain Name-Germantown PL 12/2019	15.99	10	5840	01	10	
1/2/2020	4654 2482-Brown Troy M	12/26/2019	DREAMHOST	Domain Name-Litchfield PL 12/2019	15.99	10	5840	01	10	
1/2/2020	4654 2482-Brown Troy M	12/27/2019	HIPCAST	Recording Storage 12/2019	4.95	85	5550	04	85	
1/2/2020	4654 2482-Brown Troy M	12/30/2019	AMAZON	CAR:8 Port PoE Switch (2) 12/2019	119.76	10	5360	04	12	
1/2/2020	4654 2482-Brown Troy M	12/31/2019	AMAZON	CAR:8 Port Gigabit Ethernet Switch, Display Adapter (2) & Apple Thunderbolt Adapter (2) 12/2019	311.44	10	5360	04	12	
1/2/2020	4654 2482-Brown Troy M	12/31/2019	AMAZON	CAR:8 Port Gigabit PoE Switch 12/2019	87.99	10	5360	04	12	
Total 4654 2482-Brown Troy M					2,633.39					
1/2/2020	4695 2640-Petty Linda	12/3/2019	HOME 2 SUITES	CAR Trip:Lodging-Petty, Linda 12/2019	69.00	10	5265	01	20	
1/2/2020	4695 2640-Petty Linda	12/3/2019	PRIMOS PIZZA	CAR Trip:Dinner-Petty, Linda 12/2019	16.39	10	5260	01	20	
1/2/2020	4695 2640-Petty Linda	12/4/2019	FINISH LINE	CAR:Car Wash Lic #U18520 12/2019	12.99	10	5210	04	10	
1/2/2020	4695 2640-Petty Linda	12/4/2019	HOME 2 SUITES	CAR Trip:Lodging-Petty, Linda 12/2019	69.00	10	5265	01	20	
1/2/2020	4695 2640-Petty Linda	12/6/2019	GOSHEN POST OFFICE	EDW:Postage 12/2019	2.61	10	5370	01	20	
1/2/2020	4695 2640-Petty Linda	12/6/2019	TARGET	EDW:Tubs for Delivery (36) 12/2019	509.94	10	5385	01	20	
1/2/2020	4695 2640-Petty Linda	12/7/2019	FINISH LINE	CAR:Van Wash Lic #U33806 12/2019	12.99	10	5210	04	10	
1/2/2020	4695 2640-Petty Linda	12/10/2019	FINISH LINE	CAR:Van Wash Lic #U33056 12/2019	12.99	10	5210	04	20	
1/2/2020	4695 2640-Petty Linda	12/16/2019	FINISH LINE	CAR:Van Wash Lic #U33023 12/2019	12.99	10	5210	04	22	
1/2/2020	4695 2640-Petty Linda	12/27/2019	AMAZON	EDW:Replace Damaged Book-Chrisman PL-Charles Dickens:Oliver Twist 12/2019	8.49	10	5385	01	20	
1/2/2020	4695 2640-Petty Linda	12/27/2019	WM SUPERCENTER	EDW:Washer Fluid (6) 12/2019	10.68	10	5210	01	20	
1/2/2020	4695 2640-Petty Linda	12/27/2019	WM SUPERCENTER	EDW:DEF for Box Truck (3) 12/2019	23.64	10	5210	01	22	
1/2/2020	4695 2640-Petty Linda	12/27/2019	WM SUPERCENTER	EDW>Contact Paper for Cart 12/2019	5.48	10	5385	01	20	

Illinois Heartland Library System
 Credit Card Transactions
 From 12/03/2019 Through 01/02/2020

Credit Card	Bill Date	Employee	Trans Date	Vendor	Description	Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
	1/2/2020	4695 2640-Petty Linda	12/29/2019	AMAZON	EDW:Ice Melt 12/2019	36.99	10	5180	01	10
	1/2/2020	4695 2640-Petty Linda	12/29/2019	AMAZON	EDW:Cat Litter (8) 12/2019	42.64	10	5245	01	20
	1/2/2020	4695 2640-Petty Linda	12/30/2019	AMAZON	EDW:Replace Damaged DVD-Chrisman PL-Felix The Cat & Friends 12/2019	5.76	10	5385	01	20
	1/2/2020	4695 2640-Petty Linda	12/30/2019	FINISH LINE	CAR:Van Wash Lic #U25399 12/2019	12.99	10	5210	04	10
	1/2/2020	4695 2640-Petty Linda	12/30/2019	FINISH LINE	CAR:Van Wash Lic #U33021 12/2019	12.99	10	5210	04	20
	1/2/2020	4695 2640-Petty Linda	12/30/2019	FINISH LINE	CAR:Van Wash Lic #U33022 12/2019	<u>12.99</u>	10	5210	04	20
		Total 4695 2640-Petty Linda				891.55				
	1/2/2020	5042 9006-Popit Ellen C	12/5/2019	BELLA MILANO	Working Lunch-Construction Grant-Leslie, Chris & Ellen 12/2019	<u>50.62</u>	10	5290	04	10
		Total 5042 9006-Popit Ellen C				50.62				
	1/2/2020	5085 0664-Palmer Susan	12/4/2019	WM SUPERCENTER	EDW:Frame for Census Poster 12/2019	13.00	10	5365	01	10
	1/2/2020	5085 0664-Palmer Susan	12/15/2019	SAMS CLUB	EDW:Collapsible Lanterns (9) 12/2019	59.94	10	5385	01	22
	1/2/2020	5085 0664-Palmer Susan	12/16/2019	SAMS CLUB	EDW:Air Purifier 12/2019	79.98	10	5365	01	10
	1/2/2020	5085 0664-Palmer Susan	12/19/2019	AMAZON	EDW:Self-Adhesive Vinyl Pockets (200) 12/2019	72.26	10	5385	01	20
	1/2/2020	5085 0664-Palmer Susan	12/28/2019	OMNILERT	EDW:Rained Out Text Alert System 12/2019	<u>29.95</u>	10	5400	01	10
		Total 5085 0664-Palmer Susan				255.13				
	1/2/2020	5174 4296-Bednar Leslie M	12/3/2019	MGMT ASSOC OF IL	Workplace Transparency Webinar:Registration-Bednar, Leslie 12/2019	125.00	10	5290	01	10
	1/2/2020	5174 4296-Bednar Leslie M	12/10/2019	AMERICAN PAYROLL ASSOC	W4 Webinar:Registration-Johnisee, Rhonda 12/2019	<u>249.00</u>	10	5290	01	10
		Total 5174 4296-Bednar Leslie M				374.00				
	1/2/2020	5645 2424-Bushong Stacie L	12/3/2019	TARGET	Holiday Cards for Board Members 12/2019	27.85	10	5290	01	10
	1/2/2020	5645 2424-Bushong Stacie L	12/5/2019	AMAZON	EDW:Label Maker Tape (6pk) 12/2019	11.99	10	5365	01	10
	1/2/2020	5645 2424-Bushong Stacie L	12/11/2019	SAMS CLUB	Board Mtg-Snacks 12/2019	10.38	10	5290	01	10
	1/2/2020	5645 2424-Bushong Stacie L	12/20/2019	SAMS CLUB	Holiday Party-EDW-Food & Plates 12/2019	<u>71.28</u>	10	5057	01	10
		Total 5645 2424-Bushong Stacie L				121.50				
	1/2/2020	5724 8417-Kates Linda	12/3/2019	MIDWEST AUTOMOTIVE	CHA:Change Oil/Filter & Replace Fuel Filters Lic #U30209 12/2019	347.83	10	5210	02	22
	1/2/2020	5724 8417-Kates Linda	12/8/2019	AMAZON	CHA:Self-Adhesive Vinyl Pockets 12/2019	101.96	10	5385	02	20
	1/2/2020	5724 8417-Kates Linda	12/10/2019	MENARDS	CHA:DEF for Box Truck Lic #U30209 12/2019	27.96	10	5210	02	22
	1/2/2020	5724 8417-Kates Linda	12/18/2019	BEST BUY	CHA:Portable GPS Lic #U29922 12/2019	<u>49.99</u>	10	5210	02	20
		Total 5724 8417-Kates Linda				527.74				
	1/2/2020	6067 4476-Thompson Cassandra	12/10/2019	LA FONDA	Working Lunch-Cassie & RSA Guest 12/2019	40.50	85	5290	01	85
	1/2/2020	6067 4476-Thompson Cassandra	12/11/2019	THE BAKERY NOOK	Leadership Mtg-Lunch-6 Staff 12/2019	<u>59.17</u>	10	5290	01	10
						99.67				
	1/2/2020	6094 1800-Granger Dominique S	12/10/2019	PAPA DELS	Working Lunch-Operations Admin Asst Interviews-Dominique & Susan 12/2019	34.00	10	5290	01	10
	1/2/2020	6094 1800-Granger Dominique S	1/1/2020	INDEED	Job Posting-SHARE Admin Services Supervisor 12/2019	<u>364.12</u>	85	5070	01	85

Illinois Heartland Library System
 Credit Card Transactions
 From 12/03/2019 Through 01/02/2020

Credit Card	Bill Date	Employee	Trans Date	Vendor	Description	Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
		Total 6094 1800-Granger Dominique S				398.12				
	1/2/2020	6176 8335-Stone Shelley	12/3/2019	CCI HOTEL RESERVATION	Decatur PL Training:Lodging-Stone, Shelley 12/2019	99.99	85	5260	04	85
	1/2/2020	6176 8335-Stone Shelley	12/3/2019	HOTEL BOOKING SERV FEE	Decatur PL Training:Lodging-Stone, Shelley 12/2019	7.99	85	5260	04	85
	1/2/2020	6176 8335-Stone Shelley	12/10/2019	HOLIDAY INN	Potomac PL Training:Lodging-Stone, Shelley 12/2019	<u>78.05</u>	85	5260	04	85
		Total 6176 8343-Yackle Annabel				186.03				
	1/2/2020	6359 8292-Greve Penrod Shandi	12/12/2019	ILA	ILA Membership-Greve Penrod, Shandi 12/2019	100.00	10	5700	01	10
	1/2/2020	6359 8292-Greve Penrod Shandi	12/17/2019	CSPRC OF ST LOUIS	CSPRC Marketers Network Mtg:Registration-Greve Penrod, Shandi 12/2019	35.00	10	5290	01	10
	1/2/2020	6359 8292-Greve Penrod Shandi	12/19/2019	ILA	ILA:Booth Deposit 12/2019	500.00	10	1600		
	1/2/2020	6359 8292-Greve Penrod Shandi	12/31/2019	UMSL	Midwest Digital Mktg Conf:Registration-Greve Penrod, Shandi 12/2019	239.00	10	5290	01	10
	1/2/2020	6359 8292-Greve Penrod Shandi	12/31/2019	UMSL	Midwest Digital Mktg Conf:Registration-Pernicka, Julia 12/2019	<u>179.00</u>	10	5290	01	10
		Total 6359 8292-Greve Penrod Shandi				1,053.00				
	1/2/2020	6366 3690-Thomas Pamela	12/4/2019	ILA	Reaching Forward 2020 Conf:Lunch-Cheri 12/2019	35.00	27	5260	02	27
	1/2/2020	6366 3690-Thomas Pamela	12/5/2019	ILA	ILA:Booth Deposit 12/2019	<u>500.00</u>	27	5330	02	27
		Total 6366 3690-Thomas Pamela				535.00				
	1/2/2020	6422 0458-Parr Casey	12/6/2019	WM SUPERCENTER	CAR:Dishwasher Detergent, Clorox Wipes & Lysol 12/2019	<u>23.85</u>	10	5190	04	10
		Total 6422 0458-Parr Casey				23.85				
	1/2/2020	6490 3723-Georges William	12/26/2019	PHILLIPS 66	EDW:DEF for Box Truck Lic #U31660 12/2019	<u>5.52</u>	10	5210	01	22
		Total 6490 3723-Georges William				5.52				
Report Transaction Totals						<u>7,155.12</u>				

Non-routine Credit Card Transactions Explanations

- Brown, Troy M - Cancelled service for password tracking and storing. A different company will be providing this service.
 Video recording equipment purchased for projects within the organization.
 Replacement of computer accessories in Carbondale.
- Bednar, Leslie - Webinar registration regarding the Workforce Transparency Act.
 Webinar registration regarding the changes to the W-4 form for the Finance and Human Resources Departments.
- Greve Penrod, Shandi - Illinois Library Association (ILA) annual membership dues for Shandi Greve Penrod.
 Community Service Public Relations Council (CSPRC) Nonprofit Marketers Network Luncheon Meeting registration.
 Illinois Heartland Library System (IHLS) ILA Booth Deposit for the October 2020 conference.
 Midwest Digital Marketing Conference registrations for Shandi Greve Penrod & Julia Pernicka.
- Thomas, Pamela - Cataloging Maintenance Center (CMC) ILA Booth Deposit for the October 2020 conference.