

Illinois Heartland Library System
Disbursement Summary Report
From 09/01/2024 Through 09/30/2024

Attachment 13.1

Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Description	Transaction Amount
				Code			
9/9/2024	25368	No	Lesley Zavediuk	10		Grant Services - August 2024	(3,000.00) A
9/9/2024		No	Lesley Zavediuk	85		Aspen Implementation - August 2024	(1,100.00)
9/9/2024	25369	No	Lesley Zavediuk	10		Grant Services - August 2024	3,000.00
9/9/2024	25370	No	Lesley Zavediuk	85		Aspen Implementation - August 2024	1,100.00
9/12/2024	25371	No	AAIM EA Training and Consulting LLC	10		Pre-employment Background Check - Courier	93.70
9/12/2024	25372	No	Ameren Illinois	10		CHA:Gas 08/01-09/01/2024	77.99
9/12/2024	25373	No	Ameren Illinois	10		EDW:Gas 08/01-09/01/2024	55.88
9/12/2024	25374	No	Ameren Illinois	10		EDW:Electric & Lighting Srvc 08/01-09/01/2024	1,156.06
9/12/2024	25375	No	BayScan Technologies	10		Wireless Barcode Dup Kits, Addl Sm Barcodes, Resin Ribbon, Wireless Dups	44,895.25 B
9/12/2024	25376	No	Beaumont Tire & Auto Repair	10		U37007 - Balance & Tire Rotation	36.00
9/12/2024		No	Beaumont Tire & Auto Repair	10		U37011 - Balance & Tire Rotation	36.00
9/12/2024		No	Beaumont Tire & Auto Repair	10		U37012 - Balance & Tire Rotation	36.00
9/12/2024	25377	No	BJ's Printables Inc	10		Shirt (3), Jacket (1) & Hat (1) for Delivery	231.41
9/12/2024	25378	No	Buildingstars Operations Inc	10		Janitorial Srvc September 2024	670.00
9/12/2024	25379	No	Elan Financial Services	10		Busey Credit Card Stmt Ending 09/03/2024	16,369.59
9/12/2024		No	Elan Financial Services	27		Busey Credit Card Stmt Ending 09/03/2024	1,492.26
9/12/2024		No	Elan Financial Services	31		Busey Credit Card Stmt Ending 09/03/2024	796.36
9/12/2024		No	Elan Financial Services	32		Busey Credit Card Stmt Ending 09/03/2024	196.60
9/12/2024		No	Elan Financial Services	85		Busey Credit Card Stmt Ending 09/03/2024	4,094.34
9/12/2024	25380	No	Clifton Public Library	10		Reimb for Library Law Book	25.00
9/12/2024	25381	No	Constellation NewEnergy - Gas Division	10		CHA:Gas Supply 08/01-08/31/2024	24.10
9/12/2024	25382	No	Dave's Precision Mowing	10		CHA:Bush Trimming 08/03/2024	200.00
9/12/2024		No	Dave's Precision Mowing	10		CHA:Mowing/Trimming/Blowing 08/03/2024	80.00
9/12/2024		No	Dave's Precision Mowing	10		CHA:Mowing/Trimming/Blowing 08/07/2024	80.00
9/12/2024		No	Dave's Precision Mowing	10		CHA:Mowing/Trimming/Blowing 08/13/2024	80.00
9/12/2024		No	Dave's Precision Mowing	10		CHA:Mowing/Trimming/Blowing 08/20/2024	80.00
9/12/2024		No	Dave's Precision Mowing	10		CHA:Mowing/Trimming/Blowing 08/27/2024	80.00
9/12/2024		No	Dave's Precision Mowing	10		CHA:Spraying Back Trees 08/21/2024	300.00
9/12/2024	25383	No	Deaconess IL Specialty Clinic -	10		Pre-employment Drug Screen & Fit for Duty Exam - Sorter	115.00
9/12/2024	25384	No	ESS Clean Inc	10		Janitorial Srvc - September 2024	1,095.00
9/12/2024	25385	No	Ford & Harrison LLP	10		Legal Counsel re:Drug & Alcohol Testing Policy 08/07/2024 1.8 hrs	891.00
9/12/2024	25386	No	George Alarm Co Inc	10		EDW:Fire/Burglar/Elevator Alarm Monitoring 10/01-12/31/2024	285.45
9/12/2024	25387	No	George Alarm	10		CHA:Fire/Burglar/Cell Backup Monitoring 10/01-12/31/2024	132.30
9/12/2024	25388	No	Leah Gregory	10		Mileage Reimb - Freeburg Site Visit 08/27/2024	8.97
9/12/2024	25389	No	Heyl Royster	10		Legal Counsel re:OMA & IGA Correspondence 07/08-07/30/2024	1,140.00
9/12/2024	25390	No	i3 Broadband - CU	10		Internet 09/01-09/30/2024	17.50
9/12/2024		No	i3 Broadband - CU	85		Internet 09/01-09/30/2024	17.49
9/12/2024	25391	No	Illinois American Water	10		CHA:Water 08/01-08/30/2024	42.73
9/12/2024	25392	No	Innovative Interfaces Inc	85		Polaris Off Hours Upgrades	3,000.00 C
9/12/2024	25393	No	Jensen Information Technologies Inc	10		Subscription - Microsoft Intune License (70)	92.00 D
9/12/2024		No	Jensen Information Technologies Inc	85		Subscription - Microsoft Intune License (70)	552.00
9/12/2024	25394	No	Ryan Johnson	10		Board Member:Mileage Reimb 08/14-08/27/2024	152.76
9/12/2024	25395	No	Kate Kite	10		Mileage Reimb-Medium Pubs Mtg at Forsyth PL 08/27/2024	22.19
9/12/2024	25396	No	Mountain Valley Water of Carbondale	10		CAR:5 Gallon Purified Water Bottle (2)	15.50
9/12/2024	25397	No	NCPERS Group Life Ins	10		Supp Life Ins 10/01-10/31/2024	204.00
9/12/2024		No	NCPERS Group Life Ins	27		Supp Life Ins 10/01-10/31/2024	16.00
9/12/2024		No	NCPERS Group Life Ins	31		Supp Life Ins 10/01-10/31/2024	12.00
9/12/2024		No	NCPERS Group Life Ins	32		Supp Life Ins 10/01-10/31/2024	24.00
9/12/2024		No	NCPERS Group Life Ins	85		Supp Life Ins 10/01-10/31/2024	64.00
9/12/2024	25398	No	Nextgen Solutions	10		Copier Usage Chrg 08/01-08/31/2024	48.35
9/12/2024	25399	No	OCLC Inc	85		eBooks Subscription Purchases 08/01-08/31/2024	14,275.81 E
9/12/2024	25400	No	Selective Insurance Company of America	10		FY2024 Workers Compensation Audit	2,944.00 F
9/12/2024	25401	No	Andrea Sellars	85		Mileage Reimb - Barclay Library Circulation Training 08/20/2024	231.15
9/12/2024	25402	No	SIUC Research Park Inc	10		CAR:Office Leasing, Electric & Lighting Srvc & Fiber Internet	12,220.66
9/12/2024		No	SIUC Research Park Inc	85		CAR:Office Leasing, Electric & Lighting Srvc & Fiber Internet	10.00
9/12/2024	25403	No	Speed Lube # 14	10		U35062 - Change Oil/Filter	79.95
9/12/2024		No	Speed Lube # 14	10		U36092 - Change Oil/Filter	136.45
9/12/2024	25404	No	Verizon	10		GPS Tracking & Roadside Assistance (23 Units) 08/01-08/31/2024	435.85
9/12/2024	25405	No	Xerox Financial Services	10		Copier Base & Usage Chrg 07/30-08/29/2024	264.17
9/12/2024		No	Xerox Financial Services	27		Copier Base & Usage Chrg 07/30-08/29/2024	142.00
9/12/2024		No	Xerox Financial Services	32		Copier Base & Usage Chrg 07/30-08/29/2024	328.17

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				Code			
9/12/2024		No	Xerox Financial Services	85		Copier Base & Usage Chrg 07/30-08/29/2024	142.00
9/12/2024	25406	No	Xerox Financial Services	10		Copier Base Chrg September 2024	121.84
9/12/2024		No	Xerox Financial Services	85		Copier Base Chrg September 2024	86.32
9/13/2024	ACHPR-09132024	No	Paylocity	10		Net Payroll Payment for Payroll 09/13/2024	78,675.79
9/13/2024		No	Paylocity	27		Net Payroll Payment for Payroll 09/13/2024	11,994.41
9/13/2024		No	Paylocity	31		Net Payroll Payment for Payroll 09/13/2024	1,525.26
9/13/2024		No	Paylocity	32		Net Payroll Payment for Payroll 09/13/2024	2,725.65
9/13/2024		No	Paylocity	85		Net Payroll Payment for Payroll 09/13/2024	27,564.55
9/13/2024	ACHTax -	No	Paylocity	10		Tax Liability Payment for Payroll 09/13/2024	28,987.53
9/13/2024		No	Paylocity	27		Tax Liability Payment for Payroll 09/13/2024	4,509.06
9/13/2024		No	Paylocity	31		Tax Liability Payment for Payroll 09/13/2024	438.27
9/13/2024		No	Paylocity	32		Tax Liability Payment for Payroll 09/13/2024	1,287.38
9/13/2024		No	Paylocity	85		Tax Liability Payment for Payroll 09/13/2024	10,419.68
9/20/2024	ACH-INV2320043	No	Paylocity	10		Monthly HRIS System & Payroll Srvc - September	1,176.98
9/20/2024	ACHIMRFAug2024	No	Illinois Municipal Retirement Fund	10		August 2024 IMRF Payment	17,825.14
9/20/2024		No	Illinois Municipal Retirement Fund	27		August 2024 IMRF Payment	2,600.19
9/20/2024		No	Illinois Municipal Retirement Fund	31		August 2024 IMRF Payment	330.38
9/20/2024		No	Illinois Municipal Retirement Fund	32		August 2024 IMRF Payment	1,563.50
9/20/2024		No	Illinois Municipal Retirement Fund	85		August 2024 IMRF Payment	7,455.40
9/26/2024	25407	No	Ameren Illinois	10		CHA:Electric & Lighting Srvc 08/15-09/16/2024	1,517.49
9/26/2024	25408	No	American Pest Control	10		CHA:Monthly Extermination 09/13/2024	40.00
9/26/2024	25409	No	Association for Rural and Small Libraries	10		ARSL PreConf Workshop:Registration-Kite & Hogan-Downey	170.00
9/26/2024	25410	No	AT&T	10		Internet 09/10-10/09/2024	307.76
9/26/2024		No	AT&T	85		Internet 09/10-10/09/2024	307.75
9/26/2024	25411	No	Jennifer Baugh	85		Mileage Reimb-Trvl to Six Mile PLD for Acquisitions Training	25.09
9/26/2024	25412	No	Health Care Service Corporation	10		Health Ins 10/01-10/31/2024	35,385.05
9/26/2024		No	Health Care Service Corporation	27		Health Ins 10/01-10/31/2024	6,345.83
9/26/2024		No	Health Care Service Corporation	32		Health Ins 10/01-10/31/2024	1,803.52
9/26/2024		No	Health Care Service Corporation	85		Health Ins 10/01-10/31/2024	15,001.29
9/26/2024	25413	No	BJ's Printables Inc	10		PR Mktg Misc - Conference Shirts (12)	308.76
9/26/2024	25414	No	Loretta Broomfield	10		Board Member:Mileage Reimb 09/24/2024	155.44
9/26/2024	25415	No	Carle	10		Pre-employment Drug Screen & Fit for Duty Exam - Courier	130.00
9/26/2024		No	Carle	10		Pre-employment Fit for Duty Exam & Drug Screen	260.00
9/26/2024	25416	No	Colleen Dettenmeier	10		Mileage Reimb-Trvl to CAR-AMHS Vendor Site Visits 09/05/2024	24.08
9/26/2024	25417	No	Guardian	10		Dental, AD&D, Life & Vision Ins 10/01-10/31/2024	4,692.12
9/26/2024		No	Guardian	27		Dental, AD&D, Life & Vision Ins 10/01-10/31/2024	397.55
9/26/2024		No	Guardian	31		Dental, AD&D, Life & Vision Ins 10/01-10/31/2024	170.85
9/26/2024		No	Guardian	32		Dental, AD&D, Life & Vision Ins 10/01-10/31/2024	116.53
9/26/2024		No	Guardian	85		Dental, AD&D, Life & Vision Ins 10/01-10/31/2024	1,060.37
9/26/2024	25418	No	Heyl Royster	10		Legal Counsel re:AMHS Contract Review	640.00
9/26/2024	25419	No	Sarah Hill	10		Board Member:Mileage Reimb 09/24/2024	40.74
9/26/2024	25420	No	Carol Hogan Downey	10		Mileage Reimb-Trvl to STL Airport for ARSL Conf 09/10-09/14/2024	76.11
9/26/2024	25421	No	Technology Management Rev Fund	85		Bandwidth 08/31-08/31/2024	270.00
9/26/2024	25422	No	Illinois Library Association	10		ILA Conf:Awards Luncheon - Greve Penrod	60.00
9/26/2024		No	Illinois Library Association	10		ILA Conf:Awards Luncheon - Hogan-Downey	60.00
9/26/2024		No	Illinois Library Association	10		ILA Conf:Awards Luncheon - Taylor	60.00
9/26/2024		No	Illinois Library Association	10		ILA Conf:Registration - Flessner	325.00
9/26/2024		No	Illinois Library Association	10		ILA Membership Dues - Executive Director	250.00
9/26/2024		No	Illinois Library Association	27		ILA Membership Dues - Cataloger	100.00
9/26/2024		No	Illinois Library Association	85		ILA Conf:Registration - Kirchner	260.00
9/26/2024		No	Illinois Library Association	85		ILA Conf:Registration - Sedor	325.00
9/26/2024	25423	No	Imel Pest Control Inc	10		EDW:Quarterly Pest Control 09/13/2024	125.00
9/26/2024	25424	No	Kate Kite	10		ARSL Conf:Reimb for Dinner	22.15
9/26/2024		No	Kate Kite	10		Mileage Reimb-Trvl to STL Airport for ARSL Conf 09/10-09/14/2024	69.01
9/26/2024	25425	No	Marketview Car Wash	10		U35062, U35767, U37007, U37011 & U37012 - Van Wash	50.00
9/26/2024	25426	No	Mountain Valley Water of Carbondale	10		CAR:5 Gallon Purified Water Bottle (1)	7.75
9/26/2024	25427	No	Dena Ann Porter	85		Mileage Reimb-Trvl to Bednars to Rideshare for ARSL Conf 09/10-09/14/2024	77.72
9/26/2024	25428	No	Republic Services # 729	10		CHA:Trash & Recycling Removal 10/01-10/31/2024	209.68
9/26/2024	25429	No	Republic Services # 350	10		EDW:Trash & Recycling Removal 10/01-10/31/2024	175.49
9/26/2024	25430	No	Speed Lube # 14	10		U37007 - Change Oil/Filter	115.95
9/26/2024	25431	No	Urbana & Champaign Sanitary District	10		CHA:Sewer 06/28-08/30/2024	110.47

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 From 09/01/2024 Through 09/30/2024

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
9/26/2024	25432	No	Wex Bank	10	Fuel Charges 08/23-09/22/2024	14,401.81
9/26/2024		No	Wex Bank	85	Fuel Charges 08/23-09/22/2024	319.62
9/26/2024	25433	No	Lesley Zavediuk	10	Grant Services - September 2024	3,000.00
9/26/2024		No	Lesley Zavediuk	85	Aspen Implementation - September 2024	1,100.00
9/27/2024	ACHPR-09272024	No	Paylocity	10	Net Payroll Payment for Payroll 09/27/2024	78,931.02
9/27/2024		No	Paylocity	27	Net Payroll Payment for Payroll 09/27/2024	12,153.13
9/27/2024		No	Paylocity	31	Net Payroll Payment for Payroll 09/27/2024	1,525.23
9/27/2024		No	Paylocity	32	Net Payroll Payment for Payroll 09/27/2024	2,747.67
9/27/2024		No	Paylocity	85	Net Payroll Payment for Payroll 09/27/2024	27,697.85
9/27/2024	ACHTax -	No	Paylocity	10	Tax Liability Payment for Payroll 09/27/2024	29,219.88
9/27/2024		No	Paylocity	27	Tax Liability Payment for Payroll 09/27/2024	4,578.10
9/27/2024		No	Paylocity	31	Tax Liability Payment for Payroll 09/27/2024	438.29
9/27/2024		No	Paylocity	32	Tax Liability Payment for Payroll 09/27/2024	1,304.73
9/27/2024		No	Paylocity	85	Tax Liability Payment for Payroll 09/27/2024	10,476.15

Total Disbursed

569,175.35

Non-routine Bill Payments Explanations

- A-** Void check number 25368 and reissued on check numbers 25369 and 25370.
- B-** Purchase of (40) wireless barcode duplicator kits, (125) small barcodes, (133) resin ribbons, and (3) wireless duplicators for the AMHS project.
- C-** Polaris Off Hours Upgrade service to version 7.6 performed on August 3, 2024.
- D-** Microsoft Intune Subscription licenses for (70) laptops. This allows IT to manage the laptops remotely and install software and updates in a controlled manner.
- E-** Purchase of eBooks from 08/01-08/31/2024 & eBooks purchases to be reimbursed by participating libraries.
- F-** Additional Workers Compensation insurance premium due from the result of the FY2024 audit.
- G-** Registration for the Association for Rural & Small Libraries (ARSL) preconference workshop for (2) staff.
- H-** Registration for (3) staff members to attend the Illinois Library Association (ILA) conference and Award Luncheon and annual membership fees for (2) staff.

Illinois Heartland Library System
 Credit Card Transactions
 From 08/02/2024 Through 09/03/2024

Credit Card						Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
9/3/2024	0127 3649-Anderberg Kat	8/7/2024	ILA	ILA Conf:Registration - Anderberg 08/2024	325.00	27	5290	01	27
9/3/2024	0127 3649-Anderberg Kat	8/7/2024	ILA	ILA Membership Dues - Metadata Cataloger 08/20024	<u>100.00</u>	27	5700	01	27
Total 0127 3649-Anderberg Kat					425.00				
9/3/2024	0147 7661-Kite Kate	8/1/2024	U OF I FDN	Free People Read Freely Conf:Registration - Kite 08/2024	25.00	10	5290	01	10
9/3/2024	0147 7661-Kite Kate	8/19/2024	USPS	Postage 08/2024	8.00	10	5370	01	10
9/3/2024	0147 7661-Kite Kate	8/20/2024	DRURY INN	Free People Read Freely Conf:Lodging - Kite 08/2024	196.61	10	5265	01	10
9/3/2024	0147 7661-Kite Kate	8/20/2024	ILA	ILA Membership Dues - CE Coordinator 08/2024	100.00	10	5700	01	10
9/3/2024	0147 7661-Kite Kate	8/29/2024	PUEBLO LINDO	Site Visit Trip:Dinner - Kite 08/2024	16.56	10	5260	01	10
9/3/2024	0147 7661-Kite Kate	8/30/2024	ARBYS	Site Visit Trip:Lunch - Kite 08/2024	11.78	10	5260	01	10
9/3/2024	0147 7661-Kite Kate	8/30/2024	COBBLESTONE	Site Visit Trip:Lodging - Kite 08/2024	<u>136.08</u>	10	5265	01	10
Total 0147 7661-Kite Kate					494.03				
9/3/2024	0681 0526-Flessner Laura	8/14/2024	AMERICAN EAGLE	U36092 - Repair Windshield 08/2024	95.00	10	5210	02	20
9/3/2024	0681 0526-Flessner Laura	8/19/2024	AMERICAN EAGLE	U35987 - Replace Windshield 08/2024	650.00	10	5210	02	20
9/3/2024	0681 0526-Flessner Laura	8/27/2024	JIMMY JOHNS	Parlimentary Training - Food - 2 Board Members 08/2024	26.71	10	5290	01	10
9/3/2024	0681 0526-Flessner Laura	8/29/2024	ULINE	Delivery Supplies 08/2024	<u>84.00</u>	10	5385	02	20
Total 682 0526-Flessner Laura					855.71				
9/3/2024	0884 2823-Kirchner John	8/8/2024	USPS	Postage 08/2024	2.59	85	5370	01	85
9/3/2024	0884 2823-Kirchner John	8/20/2024	USPS	Postage 08/2024	<u>4.40</u>	85	5370	01	85
Total 0884 2823-Kirchner John					6.99				
9/3/2024	1090 8459-Caskey Matthew	8/6/2024	ILA	ILA Conf:Awards Luncheon - Caskey 08/2024	60.00	10	5290	01	10
9/3/2024	1090 8459-Caskey Matthew	8/6/2024	ILA	ILA Conf:Registration - Caskey 08/2024	325.00	10	5290	01	10
9/3/2024	1090 8459-Caskey Matthew	8/27/2024	DREAMHOST	Domain Name - Roodhouse Library 08/2024	<u>17.99</u>	10	5840	01	10
Total 1090 8459-Caskey Matthew					402.99				
9/3/2024	1809 1250-Brown Troy M	8/1/2024	TELCO BILL CTR	Elevator & Fax Lines 08/2024	26.75	10	5400	01	10
9/3/2024	1809 1250-Brown Troy M	8/1/2024	TELCO BILL CTR	Elevator & Fax Lines 08/2024	26.75	85	5400	01	85
9/3/2024	1809 1250-Brown Troy M	8/2/2024	APPLE.COM	Apple Developer Enterprise Program Annual Renewal 08/2024	149.50	10	5550	01	10
9/3/2024	1809 1250-Brown Troy M	8/2/2024	APPLE.COM	Apple Developer Enterprise Program Annual Renewal 08/2024	149.50	85	5550	01	85
9/3/2024	1809 1250-Brown Troy M	8/2/2024	MAILCHIMP	Subscription - MailChimp Monthly 08/2024	65.18	10	5550	01	10
9/3/2024	1809 1250-Brown Troy M	8/2/2024	MAILCHIMP	Subscription - MailChimp Monthly 08/2024	35.41	27	5550	01	27
9/3/2024	1809 1250-Brown Troy M	8/2/2024	MAILCHIMP	Subscription - MailChimp Monthly 08/2024	14.16	31	5550	01	31
9/3/2024	1809 1250-Brown Troy M	8/2/2024	MICROSOFT	Online Cloud Backup 08/2024	254.74	10	5550	01	10
9/3/2024	1809 1250-Brown Troy M	8/2/2024	MICROSOFT	Online Cloud Backup 08/2024	254.73	85	5550	01	85
9/3/2024	1809 1250-Brown Troy M	8/2/2024	PIPEDRIVE	Subscription - PipeDrive Monthly 08/2024	372.51	10	5550	01	10
9/3/2024	1809 1250-Brown Troy M	8/2/2024	PIPEDRIVE	Subscription - PipeDrive Monthly 08/2024	372.51	85	5550	01	85

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Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code
9/3/2024	1809 1250-Brown Troy M	8/2/2024	ZOOM	Zoom Std Ann Sub & 500 Participnts; Zoom Std Ann Sub & Room Connectrs 08/24	2,538.10	10	5550	01	10
9/3/2024	1809 1250-Brown Troy M	8/2/2024	ZOOM	Zoom Std Annual Subscription 08/2024	499.00	27	5550	01	27
9/3/2024	1809 1250-Brown Troy M	8/2/2024	ZOOM	Zoom Room 08/2024	718.89	31	5550	01	31
9/3/2024	1809 1250-Brown Troy M	8/2/2024	ZOOM	Zoom Std Pro Annual Subscription & 500 Participants 08/2024	600.00	85	5550	01	85
9/3/2024	1809 1250-Brown Troy M	8/5/2024	MICROSOFT	Teams Phone Lines (22) 08/2024	295.19	10	5400	01	10
9/3/2024	1809 1250-Brown Troy M	8/5/2024	MICROSOFT	Microsoft Power Automate Annual License 08/2024	72.00	10	5550	01	10
9/3/2024	1809 1250-Brown Troy M	8/5/2024	MICROSOFT	Teams Phone Lines (9) 08/2024	144.00	27	5400	01	27
9/3/2024	1809 1250-Brown Troy M	8/5/2024	MICROSOFT	Teams Phone Lines (1) 08/2024	16.00	31	5400	01	31
9/3/2024	1809 1250-Brown Troy M	8/5/2024	MICROSOFT	Teams Phone Lines (4) 08/2024	64.00	32	5400	01	32
9/3/2024	1809 1250-Brown Troy M	8/5/2024	MICROSOFT	Teams Phone Lines (16) 08/2024	256.00	85	5400	01	85
9/3/2024	1809 1250-Brown Troy M	8/6/2024	WALMART	Safety Foam Cases for iPads (5) 08/2024	74.95	10	5360	01	20
9/3/2024	1809 1250-Brown Troy M	8/7/2024	AMAZON	Replacement Covers for Server Pen Tablet 08/2024	29.09	10	5360	01	10
9/3/2024	1809 1250-Brown Troy M	8/7/2024	AMAZON	Replacement Covers for Server Pen Tablet 08/2024	29.09	85	5360	01	85
9/3/2024	1809 1250-Brown Troy M	8/8/2024	APPLE.COM	Delivery iPads (5) 08/2024	1,940.00	10	5360	01	20
9/3/2024	1809 1250-Brown Troy M	8/17/2024	MICROSOFT	Teamflect Subscription (67) 08/2024	2,221.50	10	5550	01	10
9/3/2024	1809 1250-Brown Troy M	8/17/2024	MICROSOFT	Teamflect Subscription (9) 08/2024	298.35	27	5550	01	27
9/3/2024	1809 1250-Brown Troy M	8/17/2024	MICROSOFT	Teamflect Subscription (1) 08/2024	33.15	31	5550	01	31
9/3/2024	1809 1250-Brown Troy M	8/17/2024	MICROSOFT	Teamflect Subscription (4) 08/2024	132.60	32	5550	01	32
9/3/2024	1809 1250-Brown Troy M	8/17/2024	MICROSOFT	Teamflect Subscription (16) 08/2024	530.40	85	5550	01	85
9/3/2024	1809 1250-Brown Troy M	8/27/2024	JIMMY JOHNS	Parlimentary Training - Food - 1 Staff 08/2024	18.97	10	5290	01	10
9/3/2024	1809 1250-Brown Troy M	8/28/2024	OTTER.AI	Subscription - Otter.ai 08/2024	99.99	10	5550	01	10
9/3/2024	1809 1250-Brown Troy M	9/1/2024	MICROSOFT	Online Cloud Backup 09/2024	269.15	10	5550	01	10
9/3/2024	1809 1250-Brown Troy M	9/1/2024	MICROSOFT	Online Cloud Backup 09/2024	269.14	85	5550	01	85
9/3/2024	1809 1250-Brown Troy M	9/1/2024	TELCO BILL CTR	Elevator & Fax Lines 09/2024	26.75	10	5400	01	10
9/3/2024	1809 1250-Brown Troy M	9/1/2024	TELCO BILL CTR	Elevator & Fax Lines 09/2024	26.75	85	5400	01	85
9/3/2024	1809 1250-Brown Troy M	9/2/2024	MAILCHIMP	Subscription - MailChimp Monthly 09/2024	65.18	10	5550	01	10
9/3/2024	1809 1250-Brown Troy M	9/2/2024	MAILCHIMP	Subscription - MailChimp Monthly 09/2024	35.41	27	5550	01	27
9/3/2024	1809 1250-Brown Troy M	9/2/2024	MAILCHIMP	Subscription - MailChimp Monthly 09/2024	14.16	31	5550	01	31
9/3/2024	1809 1250-Brown Troy M	9/2/2024	PIPEDRIVE	Subscription - PipeDrive Monthly 09/2024	372.51	10	5550	01	10
9/3/2024	1809 1250-Brown Troy M	9/2/2024	PIPEDRIVE	Subscription - PipeDrive Monthly 09/2024	<u>372.51</u>	85	5550	01	85
	Total 1809 1250-Brown Troy M				13,784.57				
9/3/2024	2884 5261-Thompson Angela	8/13/2024	SAMS CLUB	Kitchen Supplies 08/2024	<u>20.98</u>	10	5390	02	10
	Total 2884 5261-Thompson Angela				20.98				
9/3/2024	4924 2137-McInerney Lia	8/1/2024	BB OF PONTOON BEACH	U36531 - Truck Wash 08/2024	51.00	10	5210	01	22
9/3/2024	4924 2137-McInerney Lia	8/1/2024	WALMART	EDW:Washer Fluid (8) 08/2024	27.84	10	5210	01	20
9/3/2024	4924 2137-McInerney Lia	8/1/2024	WALMART	Office Supplies 08/2024	1.96	10	5365	01	20

Illinois Heartland Library System
 Credit Card Transactions
 From 08/02/2024 Through 09/03/2024

Credit Card							Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code	
9/3/2024	4924 2137-McInerney Lia	8/6/2024	AUTOTIRE	U37013 - Change Oil/Filter & Tire Rotation 08/2024	151.01	10	5210	01	20	
9/3/2024	4924 2137-McInerney Lia	8/12/2024	WOLFE RESTORATION	EDW:Mold Remediation 08/2024	1,200.00	10	5180	01	10	
9/3/2024	4924 2137-McInerney Lia	8/13/2024	RAINEDOUT	Rained Out Text Alert System 08/2024	40.00	10	5400	01	20	
9/3/2024	4924 2137-McInerney Lia	8/20/2024	WEBER CHEVY	U36531-Change Oil/Filter,Tire Rotation,Replace Front Brakes & Rotors 08/24	1,015.96	10	5210	01	22	
9/3/2024	4924 2137-McInerney Lia	8/21/2024	THE AUTO BODY SHOP	U35059 - Repair Sliding & Rear Left Door Latches 08/2024	<u>194.29</u>	10	5210	01	20	
	Total 4924 2137-McInerney Lia				2,682.06					
9/3/2024	5125 9147-Wingerter Brant	8/16/2024	PADDLE.NET	Tailwind UI Subscription License 08/2024	<u>799.00</u>	10	5550	01	10	
	Total 5125 9147-Wingerter Brant				799.00					
9/3/2024	5645 2424-Bushong Stacie L	8/23/2024	MAIZE MEXICAN GRILL	Annual Meeting - Food Deposit 08/2024	200.03	10	5290	01	10	
9/3/2024	5645 2424-Bushong Stacie L	8/27/2024	CHIPOTLE	Parliamentary Training - Food - 7 Staff & 3 Board Members 08/2024	185.17	10	5290	01	10	
9/3/2024	5645 2424-Bushong Stacie L	8/27/2024	JIMMY JOHNS	Parliamentary Training - Food - 1 Staff & 2 Board Members 08/2024	48.01	10	5290	01	10	
9/3/2024	5645 2424-Bushong Stacie L	8/27/2024	SAMS CLUB	Board Meeting Snacks 08/2024	<u>17.86</u>	10	5290	01	10	
	Total 5645 2424-Bushong Stacie L				451.07					
9/3/2024	5650 4231-Hogan Downey Carol	8/5/2024	MINUTEMAN PRESS	Business Cards - 1 Staff 08/2024	39.99	10	5570	01	10	
9/3/2024	5650 4231-Hogan Downey Carol	8/5/2024	MINUTEMAN PRESS	Business Cards - 2 Staff 08/2024	<u>59.98</u>	85	5570	01	85	
	Total 5650 4231-Hogan Downey Carol				99.97					
9/3/2024	6317 1673-Dell Aaron	7/31/2024	HOME DEPOT	EDW:Plywood & Nails for Pallets 07/2024	<u>171.51</u>	10	5180	01	10	
	Total 6317 1673-Dell Aaron				171.51					
9/3/2024	6347 2659-Dettenmeier Colleen	8/12/2024	EXPEDIA	CHA Trip & Job Fair:Lodging - Trevino 08/2024	149.49	10	5265	01	10	
9/3/2024	6347 2659-Dettenmeier Colleen	8/12/2024	EXPEDIA	CHA Trip & Job Fair:Lodging - Trevino 08/2024	149.49	10	5265	01	20	
9/3/2024	6347 2659-Dettenmeier Colleen	8/19/2024	CHA MOBILE METER	CHA Trip & Job Fair:Parking - Dettenmeier & Trevino 08/2024	1.10	10	5255	01	10	
9/3/2024	6347 2659-Dettenmeier Colleen	8/20/2024	LAS PALMAS MEXICAN	CHA Trip & Job Fair:Lunch - Trevino 08/2024	16.44	10	5260	01	10	
9/3/2024	6347 2659-Dettenmeier Colleen	8/20/2024	LAS PALMAS MEXICAN	CHA Trip & Job Fair:Lunch - Dettenmeier, Thompson & Flessner 08/2024	49.31	10	5260	01	20	
9/3/2024	6347 2659-Dettenmeier Colleen	8/20/2024	SEVEN SAINTS	CHA Trip & Job Fair:Dinner - Trevino 08/2024	21.00	10	5260	01	10	
9/3/2024	6347 2659-Dettenmeier Colleen	8/20/2024	SEVEN SAINTS	CHA Trip & Job Fair:Dinner - Dettenmeier 08/2024	<u>21.00</u>	10	5260	01	20	
	Total 6347 2659-Dettenmeier Colleen				407.83					
9/3/2024	6359 8292-Greve Penrod Shandi	8/1/2024	4IMPRINT	Promotional Branded Items - Refund-IHLS 1 More Page Pouch 08/2024	<u>(2,354.36)</u>	10	5330	01	10	
9/3/2024	6359 8292-Greve Penrod Shandi	8/28/2024	FIVERR	Graphic Design Work 08/2024	<u>55.75</u>	10	5330	01	10	
	Total 6359 8292-Greve Penrod Shandi				(2,298.61)					
9/3/2024	6366 3690-Thomas Pamela	9/2/2024	OTTER.AI	Subscription - Otter Pro 09/2024	<u>55.09</u>	27	5550	01	27	
	Total 6366 3690-Thomas Pamela				55.09					
9/3/2024	6391 6063-Thompson Cassandra	8/26/2024	RAINEDOUT	Rained Out Text Alert System 08/2024	40.00	85	5400	01	85	
9/3/2024	6391 6063-Thompson Cassandra	8/28/2024	IDEACON	Sponsorship - IDEACon - Booth 08/2024	<u>1,035.00</u>	85	5330	01	85	

Illinois Heartland Library System
 Credit Card Transactions
 From 08/02/2024 Through 09/03/2024

Credit Card	Bill Date	Employee	Trans Date	Vendor	Description	Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
		Total 6391 6063-Thompson Cassandra				1,075.00				
	9/3/2024	6613 2453-Bednar Leslie M	8/1/2024	AMAZON	Rolling Crate 08/2024	64.99	85	5365	04	85
	9/3/2024	6613 2453-Bednar Leslie M	8/8/2024	SAMS CLUB	Janitorial Supplies 08/2024	89.28	10	5190	01	10
	9/3/2024	6613 2453-Bednar Leslie M	8/11/2024	AMAZON	Delivery Supplies 08/2024	9.98	10	5385	01	20
	9/3/2024	6613 2453-Bednar Leslie M	8/12/2024	AMAZON	Delivery Supplies 08/2024	9.99	10	5385	01	20
	9/3/2024	6613 2453-Bednar Leslie M	8/15/2024	SAMS CLUB	Janitorial Supplies 08/2024	45.96	10	5190	01	10
	9/3/2024	6613 2453-Bednar Leslie M	8/20/2024	DRURY INN	Free People Read Freely Conf:Lodging - Bednar 08/2024	393.22	10	5265	01	10
	9/3/2024	6613 2453-Bednar Leslie M	8/22/2024	AMAZON	Office Supplies 08/2024	<u>11.98</u>	10	5365	02	10
		Total 6613 2453-Bednar Leslie M				625.40				
	9/3/2024	6792 9931-Trevino Jill	8/5/2024	SUGO SPAGHETTERI	Lunch - New Hire - 5 Staff 08/2024	100.88	10	5290	01	10
	9/3/2024	6792 9931-Trevino Jill	8/19/2024	MCALISTERS	CHA Trip:Lunch - Trevino 08/2024	15.70	10	5260	01	10
	9/3/2024	6792 9931-Trevino Jill	8/19/2024	MCALISTERS	CHA Trip:Lunch - Dettenmeier 08/2024	15.70	10	5260	01	20
	9/3/2024	6792 9931-Trevino Jill	8/23/2024	CHILIS	E St Louis Job Fair:Lunch - Trevino & Perkins-Grimes 08/2024	<u>39.70</u>	10	5260	01	10
		Total 6792 9931-Trevino Jill				171.98				
	9/3/2024	6820 4888-Parr Casey	8/6/2024	TODAYS TECH	U37008 - Replace & Repair Tires (2) 08/2024	361.85	10	5210	04	20
	9/3/2024	6820 4888-Parr Casey	8/7/2024	WALMART	Janitorial Supplies 08/2024	15.51	10	5190	04	10
	9/3/2024	6820 4888-Parr Casey	8/7/2024	WALMART	CAR:Washer Fluid (4) 08/2024	13.92	10	5210	04	20
	9/3/2024	6820 4888-Parr Casey	8/13/2024	TODAYS TECH	U25399 - Remove & Replace Muffler 08/2024	280.80	10	5210	04	10
	9/3/2024	6820 4888-Parr Casey	8/14/2024	SAFELITE AUTOGLASS	U18520 - Replace Windshield 08/2024	518.09	10	5210	04	10
	9/3/2024	6820 4888-Parr Casey	8/20/2024	TODAYS TECH	U37008 - Change Oil/Filter & Tire Rotation 08/2024	<u>111.83</u>	10	5210	04	20
		Total 6820 4888-Parr Casey				1,302.00				
	9/3/2024	7080 4774-Popit Ellen C	8/15/2024	HAMPTON INN	Exec Comm Mtg/Members Matter Mtg:Lodging - Popit 08/2024	140.67	10	5265	01	10
	9/3/2024	7080 4774-Popit Ellen C	8/20/2024	DRURY INN	Free People Read Freely Conf:Lodging - Popit 08/2024	<u>393.22</u>	10	5265	01	10
		Total 7080 4774-Popit Ellen C				533.89				
	9/3/2024	7107 3890-Gregory Leah	8/6/2024	U OF I FDN	Free People Read Freely Conf:Registration - Gregory 08/2024	25.00	10	5290	01	10
	9/3/2024	7107 3890-Gregory Leah	8/9/2024	ALA	AASL Membership Dues - School Membership Coordinator 08/2024	65.00	10	5700	01	10
	9/3/2024	7107 3890-Gregory Leah	8/9/2024	ALA	ALA Membership Dues - School Membership Coordinator 08/2024	162.00	10	5700	01	10
	9/3/2024	7107 3890-Gregory Leah	8/10/2024	HILTON GARDEN INN	AISLE Board Mtg:Lodging - Gregory 08/2024	174.37	10	5265	01	10
	9/3/2024	7107 3890-Gregory Leah	8/20/2024	BIAGGIS	Free People Read Freely Conf:Dinner-Popit,Kite,Bednar,Gregory & Guest 08/24	135.78	10	5265	01	10
	9/3/2024	7107 3890-Gregory Leah	8/20/2024	DRURY INN	Free People Read Freely Conf:Lodging - Gregory 08/2024	196.61	10	5260	01	10
	9/3/2024	7107 3890-Gregory Leah	8/21/2024	MCDONALDS	Free People Read Freely Conf:Dinner - Kite, Gregory & 1 Guest 08/2024	23.93	10	5260	01	10
	9/3/2024	7107 3890-Gregory Leah	8/28/2024	ISLMA	AISLE Conf:Registration - Gregory 08/2024	365.00	10	5290	01	10
	9/3/2024	7107 3890-Gregory Leah	8/29/2024	ISLMA	AISLE Conf:Registration Refund - Gregory 08/2024	<u>(265.00)</u>	10	5290	01	10
		Total 7107 3890-Gregory Leah				882.69				

Illinois Heartland Library System
 Credit Card Transactions
 From 08/02/2024 Through 09/03/2024

Credit Card	Bill Date	Employee	Trans Date	Vendor	Description	Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
Report Transaction Totals						<u>22,949.15</u>				

Non-routine Credit Card Transactions Explanations

- Anderberg, Kat - Registration for the Illinois Library Association (ILA) annual conference for Kat Anderberg.
 Illinois Library Association (ILA) annual membership fees for Kat Anderberg.*
- Kite, Kate - Registration for the Free People Read Freely: Literacy, Inclusion, and Democracy conference for Kate Kite.
 Illinois Library Association (ILA) annual membership fees for Kate Kite.*
- Caskey, Matt - Registration for the Illinois Library Association (ILA) annual conference and awards luncheon for Matt Caskey.*
- Brown, Troy - Annual renewal of the Apple Developer Enterprise Program used to develop software for Apple devices. This is used for the Delivery iPad project and the SHARE Solus project.
 Annual Zoom Subscriptions (8), Room Connectors (3), and (1) Room (paid by General, CMC, LTT, and SHARE).
 Purchase of (5) replacement iPads used for delivery counts on routes.
 Annual renewal of Teamflect subscription that is used for employee performance reviews.*
- McInerney, Lia - Removed drywall and insulation, set up a containment barrier, and operated a dehumidifier and air scrubber following the detection of mold on the wall.*
- Wingerter, Brant - Tailwind UI annual team license will be used on IT development projects.*
- Greve Penrod, Shandi - Refund for duplicate charge for promotional printing items.*
- Thompson- Cassandra - Booth sponsorship for the IDEAcn conference.*
- Gregory, Leah - Registration for the Free People Read Freely: Literacy, Inclusion, and Democracy conference for Leah Gregory.
 American Association of School Librarians (AASL) annual membership fees for Leah Gregory.
 American Library Association (ALA) annual membership fees for Leah Gregory.
 Registration for the Association of Illinois School Library Educators (AISLE) annual conference for Leah Gregory.
 Refund for the duplicate registration for the Association of Illinois School Library Educators (AISLE) annual conference for Leah Gregory.*

Recommended motion to approve the September 2024 bills.