

**Illinois Heartland Library System**  
Disbursement Summary Report  
From 01/01/2025 Through 01/31/2025

Attachment 6.1

Check Date	Check Number	Spoiled	Vendor Name	Fund		Transaction Description	Transaction Amount
				Code			
1/3/2025	ACHPR-01032025	No	Paylocity	10		Net Payroll Payment for Payroll 01/03/2025	75,632.78
1/3/2025		No	Paylocity	27		Net Payroll Payment for Payroll 01/03/2025	13,706.67
1/3/2025		No	Paylocity	31		Net Payroll Payment for Payroll 01/03/2025	1,523.16
1/3/2025		No	Paylocity	32		Net Payroll Payment for Payroll 01/03/2025	2,737.31
1/3/2025		No	Paylocity	85		Net Payroll Payment for Payroll 01/03/2025	27,256.91
1/3/2025	ACHTax -	No	Paylocity	10		Tax Liability Payment for Payroll 01/03/2025	28,114.41
1/3/2025		No	Paylocity	27		Tax Liability Payment for Payroll 01/03/2025	4,904.44
1/3/2025		No	Paylocity	31		Tax Liability Payment for Payroll 01/03/2025	435.73
1/3/2025		No	Paylocity	32		Tax Liability Payment for Payroll 01/03/2025	1,280.22
1/3/2025		No	Paylocity	85		Tax Liability Payment for Payroll 01/03/2025	10,499.06
1/9/2025	25625	No	Perspectives LTD c/o AllOne Health	10		Employee Assistance Program (EAP) 01/01-01/31/2025	95.90
1/9/2025		No	Perspectives LTD c/o AllOne Health	27		Employee Assistance Program (EAP) 01/01-01/31/2025	12.60
1/9/2025		No	Perspectives LTD c/o AllOne Health	31		Employee Assistance Program (EAP) 01/01-01/31/2025	1.05
1/9/2025		No	Perspectives LTD c/o AllOne Health	32		Employee Assistance Program (EAP) 01/01-01/31/2025	2.45
1/9/2025		No	Perspectives LTD c/o AllOne Health	85		Employee Assistance Program (EAP) 01/01-01/31/2025	21.00
1/9/2025	25626	No	Ameren Illinois	10		CHA:Electric & Lighting Srvcs 11/14-12/16/2024	897.58
1/9/2025	25627	No	Ameren Illinois	10		CHA:Gas 12/01/2024-01/01/2025	297.43
1/9/2025	25628	No	Ameren Illinois	10		EDW:Gas 12/01/2024-01/01/2025	288.69
1/9/2025	25629	No	Ameren Illinois	10		EDW:Electric & Lighting Srvcs 12/01/2024-01/01/2025	964.55
1/9/2025	25630	No	American Pest Control	10		CHA:Monthly Extermination 01/03/2025	40.00
1/9/2025	25631	No	AT&T	10		Internet 12/10/2024-01/09/2025	307.76
1/9/2025		No	AT&T	85		Internet 12/10/2024-01/09/2025	307.75
1/9/2025	25632	No	Health Care Service Corporation	10		Health Ins 01/01-01/31/2025	33,273.13
1/9/2025		No	Health Care Service Corporation	27		Health Ins 01/01-01/31/2025	5,785.55
1/9/2025		No	Health Care Service Corporation	32		Health Ins 01/01-01/31/2025	1,805.90
1/9/2025		No	Health Care Service Corporation	85		Health Ins 01/01-01/31/2025	13,270.64
1/9/2025	25633	No	Loretta Broomfield	10		Board Member:Mileage Reimb 12/11/2024	25.06
1/9/2025	25634	No	Buildingstars Operations Inc	10		Janitorial Srvcs - January 2025	670.00
1/9/2025	25635	No	Elan Financial Services	10		Busey Credit Card Stmt Ending 01/02/2025	11,538.70
1/9/2025		No	Elan Financial Services	27		Busey Credit Card Stmt Ending 01/02/2025	308.86
1/9/2025		No	Elan Financial Services	31		Busey Credit Card Stmt Ending 01/02/2025	30.16
1/9/2025		No	Elan Financial Services	32		Busey Credit Card Stmt Ending 01/02/2025	64.00
1/9/2025		No	Elan Financial Services	85		Busey Credit Card Stmt Ending 01/02/2025	3,624.07
1/9/2025	25636	No	City of Edwardsville	10		EDW:Water & Sewer 09/30-12/02/2024	190.85
1/9/2025	25637	No	Edwardsville/Glen Carbon Chamber of	10		EDW Chamber of Commerce Membership Dues	229.00 <b>A</b>
1/9/2025	25638	No	ESS Clean Inc	10		Janitorial Srvcs - January 2025	1,095.00
1/9/2025	25639	No	i3 Broadband - CU	10		Internet 01/01-01/31/2025	17.50
1/9/2025		No	i3 Broadband - CU	85		Internet 01/01-01/31/2025	17.49
1/9/2025	25640	No	Illinois American Water	10		CHA:Water 11/28-12/31/2024	39.48
1/9/2025	25641	No	Technology Management Rev Fund	85		Bandwidth 11/01-11/30/2024	270.00
1/9/2025	25642	No	Innovative Users Group	85		IUG Institutional Membership Dues	220.00 <b>B</b>
1/9/2025	25643	No	Marissa Area District Public Library	85		Reimb for Lost Book 'The Color of Magic'	9.13
1/9/2025	25644	No	Out Creek Outdoor Services LLC	10		CHA:Dead Pine Tree Removal 12/30/2024	800.00
1/9/2025	25645	No	Republic Services # 729	10		CHA:Trash & Recycling Removal 01/01-01/31/2025	158.88
1/9/2025	25646	No	Republic Services # 350	10		EDW:Trash & Recycling Removal 01/01-01/31/2025	178.67
1/9/2025	25647	No	Gary Sipole	10		U36531 - Reimb for Fuel 1/3/2025	69.49
1/9/2025	25648	No	Speed Lube # 14	10		U35987 - Change Oil/Filter	91.45
1/9/2025		No	Speed Lube # 14	10		U37007 - Change Oil/Filter	115.95
1/9/2025	25649	No	Tire Choice # 930	10		U35063 - Change Oil/Filter, Tire Rotation & Replace Bulb	147.24
1/9/2025	25650	No	Verizon	10		GPS Tracking (23 Units) 01/01-01/31/2025	401.35
1/9/2025	25651	No	Verizon Wireless	10		Cellphone Srvcs, MIFI, Router & After Hrs Line 11/24-12/23/2024	778.89
1/9/2025		No	Verizon Wireless	85		Cellphone Srvcs, MIFI, Router & After Hrs Line 11/24-12/23/2024	301.07
1/9/2025	25652	No	Wex Bank	10		Fuel Charges 11/23-12/22/2024	13,763.81
1/9/2025		No	Wex Bank	85		Fuel Charges 11/23-12/22/2024	160.07
1/9/2025	25653	No	Synthesia Limited	31		Synthesia Growth 12/10/2024-12/09/2025	4,000.00 <b>C</b>
1/9/2025	ACHIMRFDec2024	No	Illinois Municipal Retirement Fund	10		December 2024 IMRF Payment	11,770.38
1/9/2025		No	Illinois Municipal Retirement Fund	27		December 2024 IMRF Payment	1,928.38
1/9/2025		No	Illinois Municipal Retirement Fund	31		December 2024 IMRF Payment	216.04
1/9/2025		No	Illinois Municipal Retirement Fund	32		December 2024 IMRF Payment	913.15
1/9/2025		No	Illinois Municipal Retirement Fund	85		December 2024 IMRF Payment	4,800.57
1/17/2025	ACHPR-01172025	No	Paylocity	10		Net Payroll Payment for Payroll 01/17/2025	77,403.51

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Disbursement Summary Report  
From 01/01/2025 Through 01/31/2025

Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
1/17/2025		No	Paylocity	27	Net Payroll Payment for Payroll 01/17/2025	13,711.07
1/17/2025		No	Paylocity	31	Net Payroll Payment for Payroll 01/17/2025	1,142.37
1/17/2025		No	Paylocity	32	Net Payroll Payment for Payroll 01/17/2025	2,361.30
1/17/2025		No	Paylocity	85	Net Payroll Payment for Payroll 01/17/2025	27,280.50
1/17/2025	ACHTax -	No	Paylocity	10	Tax Liability Payment for Payroll 01/17/2025	28,671.04
1/17/2025		No	Paylocity	27	Tax Liability Payment for Payroll 01/17/2025	4,903.69
1/17/2025		No	Paylocity	31	Tax Liability Payment for Payroll 01/17/2025	326.79
1/17/2025		No	Paylocity	32	Tax Liability Payment for Payroll 01/17/2025	1,134.29
1/17/2025		No	Paylocity	85	Tax Liability Payment for Payroll 01/17/2025	10,508.66
1/21/2025	ACH-INV2572808	No	Paylocity	10	Monthly HRIS System & Payroll Srvc - January 2025	1,086.44
1/29/2025	25654	No	Ameren Illinois	10	CHA:Electric & Lighting Srvc 12/16/2024-01/19/2025	978.70
1/29/2025	25655	No	Health Care Service Corporation	10	Health Ins 02/01-02/28/2025	35,396.66
1/29/2025		No	Health Care Service Corporation	27	Health Ins 02/01-02/28/2025	6,818.21
1/29/2025		No	Health Care Service Corporation	32	Health Ins 02/01-02/28/2025	1,860.45
1/29/2025		No	Health Care Service Corporation	85	Health Ins 02/01-02/28/2025	17,996.12
1/29/2025	25656	No	Beaumont Tire & Auto Repair	10	U36092 - Replace Tires (4)	626.00
1/29/2025		No	Beaumont Tire & Auto Repair	10	U37007 - Tire Rotation	36.00
1/29/2025	25657	No	Bethalto Public Library	10	Library Crawl Pins (20)	17.20
1/29/2025	25658	No	Constellation NewEnergy - Gas Division	10	Gas Supply 12/01-12/31/2024	655.00
1/29/2025	25659	No	Deaconess IL Specialty Clinic -	10	Pre-employment Drug Screen & Fit for Duty Exam - Sorter	115.00
1/29/2025	25660	No	Colleen Dettenmeier	10	Mileage Reimb - CAR Trip for AMHS Placement Options Mtg	44.10
1/29/2025		No	Colleen Dettenmeier	10	Mileage Reimb - CAR Trip for Sorter Interviews 11/18/2024	22.95
1/29/2025	25661	No	Dobbs Tire & Auto Centers	10	U33807 - Repl Rear Wheel Hub/ Brake Pads/Rotors & Diff Fluid Transfusion	1,710.62
1/29/2025		No	Dobbs Tire & Auto Centers	10	U33849 - Replace Rear Wheel Hubs, Rear Brakes & Rotors	1,732.78
1/29/2025		No	Dobbs Tire & Auto Centers	10	U35060 - Remove & Replace Battery	338.91
1/29/2025		No	Dobbs Tire & Auto Centers	10	U36531 - Change Oil/Filter, Remove & Replace Battery	504.81
1/29/2025	25662	No	Ford & Harrison LLP	10	Legal Counsel re:General Employment Matters 12/19/2024 (.5 hrs)	247.50
1/29/2025	25663	No	Glesco Electric Inc	66	CHA:LED Lighting Upgrade	14,332.00 <span style="color:red">D</span>
1/29/2025	25664	No	Guardian	10	Dental, AD&D, Life & Vision Ins 12/01-12/31/2024	(32.00)
1/29/2025		No	Guardian	27	Dental, AD&D, Life & Vision Ins 12/01-12/31/2024	59.63
1/29/2025		No	Guardian	85	Dental, AD&D, Life & Vision Ins 12/01-12/31/2024	131.94
1/29/2025	25665	No	Sarah Hill	10	Board Member:Mileage Reimb 01/15/2025	158.20
1/29/2025	25666	No	Technology Management Rev Fund	85	Bandwidth 12/01-12/31/2024	270.00
1/29/2025	25667	No	Larry Jones	10	U30423 - Reimb for Replacing Broken Wiper	33.68
1/29/2025	25668	No	Marketview Car Wash	10	U36092, U37007, U37011, U35062 - Van Wash	50.00
1/29/2025	25669	No	Mountain Valley Water of Carbondale	10	CAR:5 Gallon Purified Water Bottle (1)	7.75
1/29/2025	25670	No	Myler Automotive Repair Inc	10	U35987 - Remove & Replace Wiper Blades	59.70
1/29/2025		No	Myler Automotive Repair Inc	10	U35987 - Remove, Clean & Reinstall Wiper Arm	33.60
1/29/2025	25671	No	OCLC Inc	85	eBooks Subscription Purchases 12/01-12/31/2024	13,532.07 <span style="color:red">E</span>
1/29/2025	25672	No	PEAC Solutions/Marlin Leasing Corp	10	Copier Base & Usage Chrg - February 2025	359.21
1/29/2025		No	PEAC Solutions/Marlin Leasing Corp	27	Copier Base & Usage Chrg - February 2025	102.62
1/29/2025		No	PEAC Solutions/Marlin Leasing Corp	32	Copier Base & Usage Chrg - February 2025	153.93
1/29/2025		No	PEAC Solutions/Marlin Leasing Corp	85	Copier Base & Usage Chrg - February 2025	153.93
1/29/2025	25673	No	Principal Life Insurance Company	10	Dental, AD&D, Life & Vision Ins 01/01-01/31/2025	3,388.07
1/29/2025		No	Principal Life Insurance Company	10	Dental, AD&D, Life & Vision Ins 02/01-02/28/2025	3,388.07
1/29/2025		No	Principal Life Insurance Company	27	Dental, AD&D, Life & Vision Ins 01/01-01/31/2025	445.26
1/29/2025		No	Principal Life Insurance Company	27	Dental, AD&D, Life & Vision Ins 02/01-02/28/2025	445.26
1/29/2025		No	Principal Life Insurance Company	31	Dental, AD&D, Life & Vision Ins 01/01-01/31/2025	189.73
1/29/2025		No	Principal Life Insurance Company	31	Dental, AD&D, Life & Vision Ins 02/01-02/28/2025	189.73
1/29/2025		No	Principal Life Insurance Company	32	Dental, AD&D, Life & Vision Ins 01/01-01/31/2025	119.92
1/29/2025		No	Principal Life Insurance Company	32	Dental, AD&D, Life & Vision Ins 02/01-02/28/2025	119.92
1/29/2025		No	Principal Life Insurance Company	85	Dental, AD&D, Life & Vision Ins 01/01-01/31/2025	1,121.40
1/29/2025		No	Principal Life Insurance Company	85	Dental, AD&D, Life & Vision Ins 02/01-02/28/2025	1,132.92
1/29/2025	25674	No	Republic Services # 729	10	CHA:Trash & Recycling Removal 02/01-02/28/2025	83.26
1/29/2025	25675	No	Republic Services # 350	10	EDW:Trash & Recycling Removal 02/01-02/28/2025	179.30
1/29/2025	25676	No	Ron And Sons Auto	10	U37009 - Repair Front Damage/Accident-To be Reimb by Ins Claim #22696857	7,370.25 <span style="color:red">F</span>
1/29/2025	25677	No	S & G Custom Mowing	10	CHA:Snow Removal & Salt Spreading 01/02-01/14/2025	2,180.00
1/29/2025		No	S & G Custom Mowing	10	CHA:Snow Removal, Salt Sidewalks & Entrances 12/20/2024	155.00
1/29/2025	25678	No	Shred-it USA	10	EDW:Shredding 12/31/2024	97.07
1/29/2025	25679	No	SIUC Research Park Inc	10	CAR:Office Leasing, Electric & Lighting Srvc & Fiber Internet	6,612.70

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Check Date	Check Number	Spoiled	Vendor Name	Fund Code	Transaction Description	Transaction Amount
1/29/2025		No	SIUC Research Park Inc	85	CAR:Office Leasing, Electric & Lighting Srvc & Fiber Internet	10.00
1/29/2025	25680	No	Speed Lube # 14	10	U37011 - Change Oil/Filter	115.95
1/29/2025		No	Speed Lube # 14	10	U37012 - Change Oil/Filter	115.95
1/29/2025	25681	No	Stutz Excavating Inc	10	EDW:Salt Parking Lot & Shovel Walks 01/10/2025	525.00
1/29/2025		No	Stutz Excavating Inc	10	EDW:Snow Removal & Salt Parking Lot 01/04-01/08/2025	925.00
1/29/2025	25682	No	Urbana & Champaign Sanitary District	10	CHA:Sewer 10/31-12/31/2024	113.60
1/29/2025	25683	No	Verizon Wireless	10	Cellphone Srvc, MIFI, Router & After Hrs Line 12/24/2024-01/23/2025	775.98
1/29/2025		No	Verizon Wireless	85	Cellphone Srvc, MIFI, Router & After Hrs Line 12/24/2024-01/23/2025	301.07
1/29/2025	25684	No	Wex Bank	10	Fuel Charges 12/24/2024-01/23/2025	13,201.34
1/29/2025		No	Wex Bank	85	Fuel Charges 12/24/2024-01/23/2025	38.93
1/29/2025	25685	No	Xerox Financial Services	10	Copier Base Chrg January 2025	208.08
1/29/2025		No	Xerox Financial Services	27	Copier Base Chrg January 2025	103.04
1/29/2025		No	Xerox Financial Services	32	Copier Base Chrg January 2025	105.05
1/29/2025		No	Xerox Financial Services	85	Copier Base Chrg January 2025	103.04
1/29/2025	25687	No	Lesley Zavediuk	10	Grant Services - January 2025	3,000.00
1/29/2025		No	Lesley Zavediuk	85	Aspen Implementation - January 2025	1,100.00
1/31/2025	ACHPR-01312025	No	Paylocity	10	Net Payroll Payment for Payroll 01/31/2025	87,301.21
1/31/2025		No	Paylocity	27	Net Payroll Payment for Payroll 01/31/2025	13,899.33
1/31/2025		No	Paylocity	31	Net Payroll Payment for Payroll 01/31/2025	1,593.13
1/31/2025		No	Paylocity	32	Net Payroll Payment for Payroll 01/31/2025	2,925.52
1/31/2025		No	Paylocity	85	Net Payroll Payment for Payroll 01/31/2025	29,135.92
1/31/2025	ACHTax -	No	Paylocity	10	Tax Liability Payment for Payroll 01/31/2025	34,835.68
1/31/2025		No	Paylocity	27	Tax Liability Payment for Payroll 01/31/2025	4,968.23
1/31/2025		No	Paylocity	31	Tax Liability Payment for Payroll 01/31/2025	447.64
1/31/2025		No	Paylocity	32	Tax Liability Payment for Payroll 01/31/2025	1,360.46
1/31/2025		No	Paylocity	85	Tax Liability Payment for Payroll 01/31/2025	11,243.63

**Total Disbursed**

**785,114.93**

**Non-routine Bill Payments Explanations**

- A-** *Renewal of the annual Edwardsville/Glen Carbon Chamber of Commerce membership fee.*
- B-** *Annual renewal of the Innovative Users Group (IUG) institutional membership fee.*
- C-** *Renewal of the Synthesia Studio Growth annual subscription to aid in online training production for the iLEAD Library Trustee Training grant.*
- D-** *Upgrade to LED lighting at the Champaign office. This includes an Ameren energy rebate.*
- E-** *Purchase of eBooks from 12/01-12/31/2024 & eBooks purchases to be reimbursed by participating libraries.*
- F-** *Repairs made to damaged van from an accident. IHLS received \$6,370.25 from the insurance claim to apply against this repair.*

**Illinois Heartland Library System**  
 Credit Card Transactions  
 From 12/03/2024 Through 01/02/2025

Credit Card	Bill Date	Employee	Trans Date	Vendor	Description	Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
	1/2/2025	0127 3649-Anderberg Kat	12/26/2024	GAYLORD ARCHIVAL	Mobile Memory Lab - File Folders (100) 12/2024	<u>205.99</u>	10	5365	01	34
		Total 0127 3649-Anderberg Kat				205.99				
	1/2/2025	0681 0526-Flessner Laura	12/3/2024	BURLINGTON	Holiday Party - Supplies 12/2024	3.26	10	5057	02	10
	1/2/2025	0681 0526-Flessner Laura	12/3/2024	SAMS CLUB	Holiday Party - Food 12/2024	38.52	10	5057	02	10
	1/2/2025	0681 0526-Flessner Laura	12/4/2024	BOB EVANS	Holiday Party - Food 12/2024	<u>605.96</u>	10	5057	02	10
		Total 0681 0526-Flessner Laura				647.74				
	1/2/2025	0884 2823-Kirchner John	12/16/2024	4IMPRINT	Promotional Branded Items - Post-it Notes (500) 12/2024	<u>249.85</u>	85	5330	01	85
		Total 0884 2823-Kirchner John				249.85				
	1/2/2025	1809 1250-Brown Troy M	12/1/2024	TELCO BILL CENTER	Elevator & Fax Lines 12/2024	26.75	10	5400	01	10
	1/2/2025	1809 1250-Brown Troy M	12/1/2024	TELCO BILL CENTER	Elevator & Fax Lines 12/2024	26.75	85	5400	01	85
	1/2/2025	1809 1250-Brown Troy M	12/2/2024	PHEEDLOOP	Member Day - Lazerware Buy Up Option 12/2024	100.98	10	5315	01	10
	1/2/2025	1809 1250-Brown Troy M	12/3/2024	AMAZON	Refund - RFID Reader for Tag Testing 12/2024	(39.97)	10	5360	01	20
	1/2/2025	1809 1250-Brown Troy M	12/4/2024	MICROSOFT	Teams Phone Lines (22) 12/2024	337.00	10	5400	01	10
	1/2/2025	1809 1250-Brown Troy M	12/4/2024	MICROSOFT	Teams Phone Lines (9) 12/2024	144.00	27	5400	01	27
	1/2/2025	1809 1250-Brown Troy M	12/4/2024	MICROSOFT	Teams Phone Lines (1) 12/2024	16.00	31	5400	01	31
	1/2/2025	1809 1250-Brown Troy M	12/4/2024	MICROSOFT	Teams Phone Lines (4) 12/2024	64.00	32	5400	01	32
	1/2/2025	1809 1250-Brown Troy M	12/4/2024	MICROSOFT	Teams Phone Lines (15) 12/2024	240.00	85	5400	01	85
	1/2/2025	1809 1250-Brown Troy M	12/5/2024	MICROSOFT	Teams Rooms Pro - EDW & CAR - Annual Renewal 12/2024	384.00	10	5550	01	10
	1/2/2025	1809 1250-Brown Troy M	12/11/2024	CDWG	New Office Network Equipment 12/2024	<u>1,057.55</u>	10	5360	01	10
	1/2/2025	1809 1250-Brown Troy M	12/18/2024	GODADDY	SSL Renewal - lcls.org 12/2024	99.99	85	5580	01	85
	1/2/2025	1809 1250-Brown Troy M	12/20/2024	AMAZON	Replacement Harddrive for Failed Video Recorder 12/2024	82.19	10	5360	04	10
	1/2/2025	1809 1250-Brown Troy M	12/30/2024	ACCESSIBE.COM	Web Accessibility Annual Subscription 12/2024	<u>441.00</u>	10	5550	01	10
	1/2/2025	1809 1250-Brown Troy M	12/30/2024	INTERSERVER.NET	Helpdesk Web Hosting Software 12/2024	84.00	85	5550	01	85
	1/2/2025	1809 1250-Brown Troy M	1/1/2025	MICROSOFT	Online Cloud Backup 12/2024	268.98	10	5550	01	10
	1/2/2025	1809 1250-Brown Troy M	1/1/2025	MICROSOFT	Online Cloud Backup 12/2024	268.97	85	5550	01	85
	1/2/2025	1809 1250-Brown Troy M	1/2/2025	MAILCHIMP	Subscription - MailChimp Monthly 01/2025	65.18	10	5550	01	10
	1/2/2025	1809 1250-Brown Troy M	1/2/2025	MAILCHIMP	Subscription - MailChimp Monthly 01/2025	35.41	27	5550	01	27
	1/2/2025	1809 1250-Brown Troy M	1/2/2025	MAILCHIMP	Subscription - MailChimp Monthly 01/2025	14.16	31	5550	01	31
	1/2/2025	1809 1250-Brown Troy M	1/2/2025	PIPEDRIVE	Subscription - PipeDrive Monthly 01/2025	372.51	10	5550	01	10
	1/2/2025	1809 1250-Brown Troy M	1/2/2025	PIPEDRIVE	Subscription - PipeDrive Monthly 01/2025	<u>372.51</u>	85	5550	01	85
		Total 1809 1250-Brown Troy M				4,461.96				
	1/2/2025	2884 5261-Thompson Angela	12/10/2024	MENARDS	Delivery Supplies 12/2024	56.73	10	5385	02	20
	1/2/2025	2884 5261-Thompson Angela	12/10/2024	SAMS CLUB	Janitorial Supplies 12/2024	67.76	10	5190	02	10
	1/2/2025	2884 5261-Thompson Angela	12/10/2024	SAMS CLUB	Kitchen Supplies 12/2024	12.98	10	5390	02	10
	1/2/2025	2884 5261-Thompson Angela	12/20/2024	RON'S CAMPUS LOCKSMITH	CHA:Repair Lock on Front Inner Door 12/2024	<u>75.00</u>	10	5180	02	10

**Illinois Heartland Library System**  
 Credit Card Transactions  
 From 12/03/2024 Through 01/02/2025

Credit Card							Fund	G/L#	Loc#	Dept#
Bill Date	Employee	Trans Date	Vendor	Description	Amount	Code	Code	Code	Code	
	Total 2884 5261-Thompson Angela					212.47				
1/2/2025	4924 2137-McInerney Lia	12/4/2024	AUTOTIRE	U37013 - Replace Tires (4) & Balance 12/82024	1,087.21	10	5210	01	20	
1/2/2025	4924 2137-McInerney Lia	12/5/2024	ULINE	Delivery Supplies - Screw Top Pails (20) 12/2024	260.00	10	5385	01	20	
1/2/2025	4924 2137-McInerney Lia	12/5/2024	ULINE	Delivery Supplies - Basket Truck, Cover, Spring Lifts 12/2024	1,047.70	10	5385	01	22	
1/2/2025	4924 2137-McInerney Lia	12/9/2024	AUTOTIRE	U36531 - Change Oil/Filter & Tire Rotation 12/2024	139.13	10	5210	01	22	
1/2/2025	4924 2137-McInerney Lia	12/10/2024	USPS	Postage 12/2024	28.05	10	5370	01	20	
1/2/2025	4924 2137-McInerney Lia	12/11/2024	WALMART	EDW:Ice Melt (2) 12/2024	11.52	10	5180	01	10	
1/2/2025	4924 2137-McInerney Lia	12/11/2024	WALMART	EDW:Washer Fluid (6) 12/2024	<u>23.52</u>	10	5210	01	20	
	Total 4924 2137-McInerney Lia					2,597.13				
1/2/2025	5650 4231-Hogan Downey Carol	12/9/2024	4IMPRINT	Member Day - Flower Pot Mailer (400) 12/2024	645.80	10	5315	01	10	
1/2/2025	5650 4231-Hogan Downey Carol	12/9/2024	IDENTITY SYSTEMS	Advocacy & Networking - Name Badges (15) 12/2024	162.17	10	5570	01	10	
1/2/2025	5650 4231-Hogan Downey Carol	12/12/2024	MINUTEMAN PRESS	Business Cards - 3 Staff & 2 Board Members 12/2024	<u>149.95</u>	10	5570	01	10	
	Total 5650 4231-Hogan Downey Carol					957.92				
1/2/2025	6347 2659-Dettenmeier Colleen	12/20/2024	RAINEDOUT	Rained Out Text Alert System 12/2024	<u>20.00</u>	10	5400	01	20	
	Total 6347 2659-Dettenmeier Colleen					20.00				
1/2/2025	6366 3690-Thomas Pamela	12/16/2024	ANCESTRY.COM	Subscription - Ancestry.com	<u>119.00</u>	27	5550	01	27	
	Total 6366 3690-Thomas Pamela					119.00				
1/2/2025	6391 6063-Thompson Cassandra	12/14/2024	ALA	ALA & PLA Membership Dues - SHARE Director 12/2024	362.00	85	5700	01	85	
1/2/2025	6391 6063-Thompson Cassandra	12/14/2024	INNOVATIVE USERS GROUP	IUG Conf:Registration - Brown 12/2024	480.00	10	5290	01	10	
1/2/2025	6391 6063-Thompson Cassandra	12/14/2024	INNOVATIVE USERS GROUP	IUG Conf:Registration - Caskey 12/2024	480.00	85	5290	01	85	
1/2/2025	6391 6063-Thompson Cassandra	12/14/2024	INNOVATIVE USERS GROUP	IUG Conf:Registration - Hunt 12/2024	480.00	85	5290	01	85	
1/2/2025	6391 6063-Thompson Cassandra	12/14/2024	INNOVATIVE USERS GROUP	IUG Conf:Registration - Porter 12/2024	480.00	85	5290	01	85	
1/2/2025	6391 6063-Thompson Cassandra	12/14/2024	INNOVATIVE USERS GROUP	IUG Conf:Registration - Thompson 12/2024	<u>480.00</u>	85	5290	01	85	
	Total 6391 6063-Thompson Cassandra					2,762.00				
1/2/2025	6613 2453-Bednar Leslie M	12/5/2024	AMAZON	CHA:Washer Fluid (5) 12/2024	52.39	10	5210	02	20	
1/2/2025	6613 2453-Bednar Leslie M	12/7/2024	AMAZON	Office Supplies 12/2024	10.45	27	5365	02	27	
1/2/2025	6613 2453-Bednar Leslie M	12/8/2024	AMAZON	CHA:Spray Bottles for De-Icer 12/2024	15.69	10	5210	02	20	
1/2/2025	6613 2453-Bednar Leslie M	12/12/2024	AMAZON	Board Meeting - Snacks 12/2024	14.98	10	5290	01	10	
1/2/2025	6613 2453-Bednar Leslie M	12/12/2024	ILA	Sponsorship - FY2026 ILA Annual Conference Deposit 12/2024	500.00	10	1600			
1/2/2025	6613 2453-Bednar Leslie M	12/13/2024	AMAZON	Board Meeting - Supplies 12/2024	14.92	10	5290	01	10	
1/2/2025	6613 2453-Bednar Leslie M	12/13/2024	AMAZON	Board Meeting - Supplies 12/2024	97.38	10	5290	01	10	
1/2/2025	6613 2453-Bednar Leslie M	12/18/2024	AMAZON	CHA:Key Lock Lubricant 12/2024	4.97	10	5210	02	20	
1/2/2025	6613 2453-Bednar Leslie M	12/19/2024	SAMS CLUB	Janitorial Supplies 12/2024	143.67	10	5190	01	10	
1/2/2025	6613 2453-Bednar Leslie M	12/20/2024	AMAZON	U33849 - Bumper Fender Rivets, Cable Ties & Fasteners Remover 12/2024	18.21	10	5210	01	20	

**Illinois Heartland Library System**  
 Credit Card Transactions  
 From 12/03/2024 Through 01/02/2025

Credit Card	Bill Date	Employee	Trans Date	Vendor	Description	Amount	Fund Code	G/L# Code	Loc# Code	Dept# Code
	1/2/2025	6613 2453-Bednar Leslie M	12/20/2024	AMAZON	Office Supplies 12/2024	13.71	10	5365	01	10
	1/2/2025	6613 2453-Bednar Leslie M	12/20/2024	AMAZON	Office Supplies 12/2024	18.81	10	5365	01	10
	1/2/2025	6613 2453-Bednar Leslie M	12/21/2024	AMAZON	Mobile Memory Lab Flash Drives (100) 12/2024	168.99	10	5360	01	34
	1/2/2025	6613 2453-Bednar Leslie M	12/26/2024	AMAZON	Office Supplies 12/2024	<u>17.36</u>	10	5365	01	10
		Total 6613 2453-Bednar Leslie M				1,091.53				
	1/2/2025	6792 9931-Trevino Jill	12/2/2024	SAMS CLUB	Holiday Party - Food 12/2024	130.66	10	5057	01	10
	1/2/2025	6792 9931-Trevino Jill	12/2/2024	WALMART	Holiday Party - Food 12/2024	13.59	10	5057	01	10
	1/2/2025	6792 9931-Trevino Jill	12/5/2024	OLIVE GARDEN	Holiday Party - Food 12/2024	132.22	10	5057	01	10
	1/2/2025	6792 9931-Trevino Jill	12/16/2024	MCKENDREE UNIV	Career Fair Registration 12/2024	50.00	10	5300	01	10
	1/2/2025	6792 9931-Trevino Jill	12/17/2024	HR DIRECT/POSTERGUARD	Labor Law Compliance Posters 12/2024	94.99	10	5057	01	10
	1/2/2025	6792 9931-Trevino Jill	12/17/2024	HR DIRECT/POSTERGUARD	Labor Law Compliance Posters 12/2024	94.99	10	5057	02	10
	1/2/2025	6792 9931-Trevino Jill	12/17/2024	HR DIRECT/POSTERGUARD	Labor Law Compliance Posters 12/2024	<u>94.99</u>	10	5057	04	10
		Total 6792 9931-Trevino Jill				611.44				
	1/2/2025	6820 4888-Parr Casey	12/6/2024	TODAYS TECH	U37006 - Change Oil/Filter & Tire Rotation 12/2024	111.83	10	5210	04	20
	1/2/2025	6820 4888-Parr Casey	12/11/2024	TODAYS TECH	U37010 - Change Oil/Filter & Tire Rotation 12/2024	111.83	10	5210	04	20
	1/2/2025	6820 4888-Parr Casey	12/13/2024	TODAYS TECH	U35969 - Change Oil/Filter & Tire Rotation 12/2024	88.20	10	5210	04	20
	1/2/2025	6820 4888-Parr Casey	12/26/2024	TODAYS TECH	U37006 - Diagnostics & Replace Contact Plate 12/2024	<u>186.43</u>	10	5210	04	20
		Total 6820 4888-Parr Casey				498.29				
	1/2/2025	7107 3890-Gregory Leah	12/11/2024	USPS	Postage 12/2024	<u>10.45</u>	10	5370	01	10
		Total 7107 3890-Gregory Leah				10.45				
	1/2/2025	8207 7807-Porter Dena	12/3/2024	17TH STREET BBQ	Holiday Party - Food 12/2024	262.00	10	5057	04	10
	1/2/2025	8207 7807-Porter Dena	12/3/2024	WALMART	Holiday Party - Food 12/2024	<u>140.54</u>	10	5057	04	10
		Total 8207 7807-Porter Dena				402.54				
	1/2/2025	9969 0784-Greve Penrod Shandi	12/20/2024	SIGNAZON	Promotional Branded Items - Proud IHLS Member Window Stickers (200) 12/2024	588.00	10	5330	01	10
	1/2/2025	9969 0784-Greve Penrod Shandi	12/26/2024	FIVERR	Member Day Logo Additional Graphics 12/2024	50.48	10	5330	01	10
	1/2/2025	9969 0784-Greve Penrod Shandi	12/27/2024	AMERICAN REGISTRY	IHLS HR Branding - Window Clings 12/2024	<u>79.00</u>	10	5330	01	10
		Total 9969 0784-Greve Penrod Shandi				717.48				
<b>Report Transaction Totals</b>						<b><u>15,565.79</u></b>				

**Non-routine Credit Card Transactions Explanations**

- Anderberg, Kat - Purchase of (100) file folders for the Mobile Memory Lab visits that is paid for by the Illinois Humanities grant.*
- Kirchner, John - Purchase of (500) SHARE branded post-it notes for handouts to members.*
- Brown, Troy - Purchase of new office network equipment to evaluate a more cost-effective vendor option.*
- Annual Web accessibility charge for Americans with Disability Act (ADA) compliance on the IHLS website.*
- Hogan Downey, Carol - Purchase of (400) mailers to send to the attendees of the FY2025 IHLS Member Day.*

**Illinois Heartland Library System**

Credit Card Transactions

From 12/03/2024 Through 01/02/2025

*Thompson, Cassandra - Renewal of the American Library Association (ALA) and Public Library Association (PLA) for Cassandra Thompson.*

*Registration for the Innovative Users Group (IUG) conference for (5) staff.*

*Bednar, Leslie- Deposit for the FY2026 Illinois Library Association (ILA) annual conference.*

*Purchase of (100) flash drives for the Mobile Memory Lab visits that is paid for by the Illinois Humanities grant.*

*Greve Penrod, Shandi - Purchase of (200) IHLS member window clings to distribute to members.*