
Library Board

Monday, June 18, 2018

Regular Meeting

Item B3

Approval of Bills Submitted - May 22, 2018 and June 12, 2018

The following bills were submitted by the Library Director in accordance with the Library Funds Policy since the last library board meeting.

Staff Contact:

Schedule of Bills

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| <u>Org</u> | <u>Object</u> | <u>Vendor</u> <u>Name/Number</u> | <u>Description</u> | <u>Invoice</u> | <u>PO #</u> | <u>WO#</u> | <u>Check #</u> | <u>Amount</u> |
|------------|---------------|-------------------------------------|----------------------------------|----------------|-------------|------------|----------------|---------------|
| 10044301 | | LIBRARY | | | | | | |
| 85160 | | OTHER EMPLOYEE BENEFITS | | | | | | |
| 0 | 10168 | BANK OF AMERICA | TASC - Admin Fees | TXN00045076 | | | 5832 | 25.62 |
| 85241 | | COMPUTER SERVICES | | | | | | |
| 0 | 10168 | BANK OF AMERICA | CDW GOVT-Library Switch Mainte | TXN00044669 | | | 5832 | 725.00 |
| 0 | 10168 | BANK OF AMERICA | FARONICS - Renewal | TXN00044991 | | | 5832 | 2,646.00 |
| 85319 | | REPAIR & MAIN-LD IMP/IRRIGAT | | | | | | |
| 0 | 10168 | BANK OF AMERICA | HIGHLAND PARK - Aeration | TXN00044977 | | | 5832 | 410.00 |
| 85324 | | REPAIR & MAINT - BUILDING | | | | | | |
| 0 | 10168 | BANK OF AMERICA | ACE - Maintenance | TXN00044970 | | | 5832 | 5.34 |
| 0 | 10168 | BANK OF AMERICA | ACE - Maintenance | TXN00044948 | | | 5832 | 19.95 |
| 0 | 10168 | BANK OF AMERICA | ENERGY AVENUE - Credit | TXN00044927 | | | 5832 | (188.93) |
| 0 | 10168 | BANK OF AMERICA | ENERGY AVENUE - Light Bulbs | TXN00044125 | | | 5832 | 163.31 |
| 0 | 10168 | BANK OF AMERICA | THE FLAG STORE - NE Flag | TXN00044873 | | | 5832 | 198.09 |
| 1 | 1620 | NEBRASKA FIRE SPRINKLER CORP | ANNUAL FIRE SPRINKLER INSPECTION | 3187 | | | 0 | 188.00 |
| 85330 | | REPAIR & MAINT - OFF FURN & EQ | | | | | | |
| 0 | 10168 | BANK OF AMERICA | Computer Concepts - Repair | TXN00045035 | | | 5832 | 140.00 |
| 85350 | | SANITATION SERVICE | | | | | | |
| 0 | 10168 | BANK OF AMERICA | MID NE DISPOSAL - Sanitation | TXN00045467 | | | 5832 | 38.30 |
| 85413 | | POSTAGE | | | | | | |
| 0 | 10168 | BANK OF AMERICA | UPS - Shipment | TXN00044471 | | | 5832 | 5.80 |
| 0 | 10168 | BANK OF AMERICA | UPS - Shipment | TXN00044929 | | | 5832 | 6.90 |
| 0 | 10168 | BANK OF AMERICA | UPS - Shipment | TXN00044457 | | | 5832 | 14.70 |
| 0 | 10168 | BANK OF AMERICA | UPS - Shipment | TXN00044901 | | | 5832 | 27.81 |
| 1 | 344 | MIDWEST CONNECT LLC | POSTAGE | GI11 05/01/18 | | | 0 | 250.04 |
| 85422 | | DUES & SUBSCRIPTIONS | | | | | | |
| 1 | 3767 | OCLC ONLINE COMPUTER LIBRARY | OCLC | 594889 | 34548 | | 0 | 2,016.22 |
| 85425 | | BOOKS | | | | | | |
| 0 | 10168 | BANK OF AMERICA | AMAZON - Book | TXN00045244 | | | 5832 | 12.04 |
| 0 | 10168 | BANK OF AMERICA | AMAZON - Book | TXN00044814 | | | 5832 | 14.63 |
| 0 | 10168 | BANK OF AMERICA | AMAZON - Books | TXN00045287 | | | 5832 | 129.78 |
| 0 | 10168 | BANK OF AMERICA | BRODART - Books | TXN00045484 | | | 5832 | 3,479.08 |
| 0 | 10168 | BANK OF AMERICA | BRODART - Books | TXN00044951 | | | 5832 | 4,148.78 |

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| <u>Org</u> | <u>Object</u> | <u>Vendor Name/Number</u> | <u>Description</u> | <u>Invoice</u> | <u>PO #</u> | <u>WO#</u> | <u>Check #</u> | <u>Amount</u> |
|------------|---------------|---------------------------|--------------------------------|----------------|-------------|------------|---------------------------|------------------|
| 10044301 | | LIBRARY | | | | | | |
| 85425 | | BOOKS | | | | | | |
| 85426 | | AV/ELECTRONIC MEDIA | | | | | | |
| 0 | 10168 | BANK OF AMERICA | AMAZON - Books | TXN00045287 | | | 5832 | 36.98 |
| 0 | 10168 | BANK OF AMERICA | AMAZON - Dvd | TXN00044411 | | | 5832 | 22.62 |
| 0 | 10168 | BANK OF AMERICA | TUTOR.COM - Overage | TXN00045067 | | | 5832 | 1,350.00 |
| 1 | 562 | MIDWEST TAPE | DVD'S & PLAYAWAYS | 96045400 | 10326 | | 0 | 933.19 |
| 85490 | | OTHER EXPENDITURES | | | | | | |
| 1 | 8792 | CHASE PAYMENTECH LLC | APR 2018 CREDIT CARD USER FEE | 2018APR6614 | | | 5812 | 59.01 |
| 85505 | | OFFICE SUPPLIES | | | | | | |
| 0 | 10168 | BANK OF AMERICA | ACE - 6 BOX COVERS | TXN00044801 | | | 5832 | 5.94 |
| 0 | 10168 | BANK OF AMERICA | ACE - Maintenance | TXN00044957 | | | 5832 | 17.32 |
| 0 | 10168 | BANK OF AMERICA | ACE - Supplies | TXN00044836 | | | 5832 | 4.96 |
| 0 | 10168 | BANK OF AMERICA | ACE - Supplies | TXN00044989 | | | 5832 | 19.98 |
| 0 | 10168 | BANK OF AMERICA | AMAZON - Books | TXN00045287 | | | 5832 | 21.37 |
| 0 | 10168 | BANK OF AMERICA | AMAZON - Button Machine | TXN00044382 | | | 5832 | 211.98 |
| 0 | 10168 | BANK OF AMERICA | AMAZON - Button Machine | TXN00044781 | | | 5832 | 295.00 |
| 0 | 10168 | BANK OF AMERICA | AMAZON - Spine Labels | TXN00044664 | | | 5832 | 166.00 |
| 0 | 10168 | BANK OF AMERICA | AMAZON - Supplies | TXN00044921 | | | 5832 | 167.33 |
| 0 | 10168 | BANK OF AMERICA | BRODART - Books | TXN00045484 | | | 5832 | 648.00 |
| 0 | 10168 | BANK OF AMERICA | BRODART - Books | TXN00044951 | | | 5832 | 836.50 |
| 0 | 10168 | BANK OF AMERICA | DEMCO - Processing Supplies | TXN00045045 | | | 5832 | 101.31 |
| 0 | 10168 | BANK OF AMERICA | HOBBY LOBBY - Craft Supplies | TXN00044940 | | | 5832 | 39.30 |
| 0 | 10168 | BANK OF AMERICA | MENARDS - Supplies for childre | TXN00045461 | | | 5832 | 21.58 |
| 0 | 10168 | BANK OF AMERICA | QUILL - Supplies | TXN00045102 | | | 5832 | 27.98 |
| 0 | 10168 | BANK OF AMERICA | QUILL - Supplies | TXN00045050 | | | 5832 | 165.84 |
| 0 | 10168 | BANK OF AMERICA | WALMART - Craft Supplies | TXN00045387 | | | 5832 | 31.36 |
| 0 | 10168 | BANK OF AMERICA | WALMART - Supplies | TXN00045356 | | | 5832 | 66.80 |
| 0 | 10168 | BANK OF AMERICA | ZORO - Tables | TXN00044925 | | | 5832 | 44.03 |
| | | | | | | | 10044301 Org Total | 19,770.84 |

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| <u>Org</u> | <u>Object</u> | <u>Vendor</u> <u>Name/Number</u> |
|------------|---------------|-------------------------------------|
| 20110001 | | LIBRARY TRUST |
| 85425 | | BOOKS |
| 0 | 10168 | BANK OF AMERICA |
| 0 | 10168 | BANK OF AMERICA |

Description

BRODART - Books
BRODART - Books

Invoice

TXN00045484
TXN00044951

PO

WO#

Check

Amount

5832

458.93

5832

471.52

20110001 Org Total

930.45

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| <u>Org</u> | <u>Object</u> | <u>Vendor</u> <u>Name/Number</u> | <u>Description</u> | <u>Invoice</u> | <u>PO #</u> | <u>WO#</u> | <u>Check #</u> | <u>Amount</u> |
|--------------------|---------------|-------------------------------------|--------------------------------|----------------|-------------|------------|----------------|---------------|
| 29555001 | | OTHER DEPARTMENT PROJECTS | | | | | | |
| | 85042 | EDITH ABBOTT MEMORIAL LIBRARY | | | | | | |
| | 0 | 10168 BANK OF AMERICA | LULZBOT - 3D Printer | TXN00044934 | | | 5832 | 2,470.00 |
| | 0 | 10168 BANK OF AMERICA | QUALITY SEW - Embroid Machine | TXN00044884 | | | 5832 | 1,798.00 |
| | 0 | 10168 BANK OF AMERICA | QUALITY SEW&VAC-Sewing Machine | TXN00044726 | | | 5832 | 1,999.00 |
| 29555001 Org Total | | | | | | | 6,267.00 | |

Prepared by

Nancy Breich

| Library Funds Disbursement Voucher | |
|------------------------------------|---|
| Approved by: | alan lepler Date 5/18/18 |
| Library Board President | <i>Alan Lepler</i> |
| Authenticated by: | Ed Meedel Date 5/18/18 |
| Library Board Secretary | <i>Ed Meedel</i> |

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| <u>Org</u> | <u>Object</u> | <u>Vendor</u> <u>Name/Number</u> | <u>Description</u> | <u>Invoice</u> | <u>PO #</u> | <u>WO#</u> | <u>Check #</u> | <u>Amount</u> |
|------------|---------------|-------------------------------------|--|---------------------|-------------|------------|----------------|---------------|
| 10044301 | | LIBRARY | | | | | | |
| 85150 | | | WORKERS COMPENSATION | | | | | |
| 1 | 36 | CITY OF GRAND ISLAND-FINANCE I | FY 2017-2018 WORKERS COMP BASE CLAIMS THRU APR 2ND | 2018 WORK COMP BASE | | | 0 | 1,177.91 |
| 85160 | | | OTHER EMPLOYEE BENEFITS | | | | | |
| 0 | 10168 | BANK OF AMERICA | TASC-Admin Fees | TXN00046168 | | | 5848 | 25.62 |
| 85213 | | | CONTRACT SERVICES | | | | | |
| 0 | 10168 | BANK OF AMERICA | DAHLKE - Lawn Care | TXN00046192 | | | 5848 | 780.00 |
| 85245 | | | PRINTING & BINDING SERVICES | | | | | |
| 0 | 10168 | BANK OF AMERICA | COPYCAT - Printing | TXN00045547 | | | 5848 | 2,407.23 |
| 85305 | | | UTILITY SERVICES | | | | | |
| 1 | 92 | CITY OF GRAND ISLAND-UTILITIES | UTILITY BILL | 04602141 - APR 2018 | | | 0 | 130.69 |
| 1 | 92 | CITY OF GRAND ISLAND-UTILITIES | UTILITY BILL | 04602120 - APR 2018 | | | 0 | 4,168.36 |
| 85317 | | | NATURAL GAS | | | | | |
| 1 | 336 | NORTHWESTERN ENERGY | NATURAL GAS | 18APR2646500-5 | | | 208006 | 388.37 |
| 85324 | | | REPAIR & MAINT - BUILDING | | | | | |
| 0 | 10168 | BANK OF AMERICA | ACE - Maintenance Supplies | TXN00046060 | | | 5848 | 6.00 |
| 0 | 10168 | BANK OF AMERICA | ACE - Maintenance Supplies | TXN00045796 | | | 5848 | 16.77 |
| 0 | 10168 | BANK OF AMERICA | ACE - Maintenance Supplies | TXN00045971 | | | 5848 | 19.95 |
| 0 | 10168 | BANK OF AMERICA | ACE - Maintenance Supplies | TXN00045899 | | | 5848 | 38.08 |
| 0 | 10168 | BANK OF AMERICA | ACE - Maintenance Supplies | TXN00045994 | | | 5848 | 46.42 |
| 0 | 10168 | BANK OF AMERICA | ACE - Maintenance Supplies | TXN00045985 | | | 5848 | 77.32 |
| 0 | 10168 | BANK OF AMERICA | MENARDS - Maintenance Supplies | TXN00045582 | | | 5848 | 249.14 |
| 0 | 10168 | BANK OF AMERICA | MENARDS - Maintenance Supplies | TXN00045281 | | | 5848 | 391.92 |
| 0 | 10168 | BANK OF AMERICA | PRESTOX - Pest Control | TXN00045962 | | | 5848 | 262.00 |
| 85330 | | | REPAIR & MAINT - OFF FURN & EQ | | | | | |
| 0 | 10168 | BANK OF AMERICA | CAPITAL BUS - 4/14/18-5/13/18 | TXN00046102 | | | 5848 | 282.86 |
| 0 | 10168 | BANK OF AMERICA | CAPITAL BUS - Ran card thru tw | TXN00046035 | | | 5848 | (141.43) |
| 0 | 10168 | BANK OF AMERICA | KONICA - Mthly Invoice | TXN00045534 | | | 5848 | 44.30 |
| 85413 | | | POSTAGE | | | | | |
| 1 | 344 | MIDWEST CONNECT LLC | 05/01/18-05/15/18 POSTAGE | GI11 05/16/18 | | | 0 | 187.21 |
| 85422 | | | DUES & SUBSCRIPTIONS | | | | | |
| 0 | 10168 | BANK OF AMERICA | ALA - Annual Membership | TXN00045754 | | | 5848 | 263.00 |

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|------------|---------------|-------------------------------------|--------------------------------------|----------------|-------------|------------|----------------|---------------|
| 10044301 | | LIBRARY | | | | | | |
| 85422 | | DUES & SUBSCRIPTIONS | | | | | | |
| 85425 | | BOOKS | | | | | | |
| 0 | 10168 | BANK OF AMERICA | AMAZON - Books | TXN00046089 | | | 5848 | 57.22 |
| 0 | 10168 | BANK OF AMERICA | BRODART - Books | TXN00046209 | | | 5848 | 4,372.34 |
| 0 | 10168 | BANK OF AMERICA | GROW NE - Books | TXN00045765 | | | 5848 | 43.95 |
| 0 | 10168 | BANK OF AMERICA | LONGLEAF - Book | TXN00046225 | | | 5848 | 34.00 |
| 1 | 137 | BRODART CO | SEPT 2018-AUG 2019 SERVICE | M160154 | | | 0 | 7,347.06 |
| 85426 | | AV/ELECTRONIC MEDIA | | | | | | |
| 0 | 10168 | BANK OF AMERICA | RECORDED BOOKS - CD's | TXN00045593 | | | 5848 | 129.20 |
| 0 | 10168 | BANK OF AMERICA | RECORDED BOOKS - Consortium | TXN00045613 | | | 5848 | 56.90 |
| 1 | 562 | MIDWEST TAPE | DVD | 96098057 | 10326 | | 0 | 11.24 |
| 1 | 562 | MIDWEST TAPE | DVD'S & AUDIOBOOKS | 96087484 | 10326 | | 0 | 650.47 |
| 1 | 562 | MIDWEST TAPE | DVD'S & AUDIOBOOKS | 96068599 | 10326 | | 0 | 699.25 |
| 1 | 562 | MIDWEST TAPE | DVD'S & AUDIOBOOKS | 96110437 | 10326 | | 0 | 882.64 |
| 1 | 320 | NE LIBRARY COMMISSION | JULY 2018-JUNE 2019 DATABASE RENEWAL | 28709 | | | 0 | 1,185.00 |
| 85490 | | OTHER EXPENDITURES | | | | | | |
| 1 | 8792 | CHASE PAYMENTECH LLC | MAY 2018 CREDIT CARD USER FEE | 2018MAY6614 | | | 5846 | 59.96 |
| 85505 | | OFFICE SUPPLIES | | | | | | |
| 0 | 10168 | BANK OF AMERICA | ALEPH - 3D Printer Supplies | TXN00045656 | | | 5848 | 783.75 |
| 0 | 10168 | BANK OF AMERICA | AMAZON - Return | TXN00045954 | | | 5848 | (105.99) |
| 0 | 10168 | BANK OF AMERICA | AMAZON - Toys | TXN00045756 | | | 5848 | 21.99 |
| 0 | 10168 | BANK OF AMERICA | AMAZON - Toys | TXN00045705 | | | 5848 | 26.97 |
| 0 | 10168 | BANK OF AMERICA | AMAZON - Toys | TXN00045816 | | | 5848 | 39.99 |
| 0 | 10168 | BANK OF AMERICA | BRODART - Books | TXN00046209 | | | 5848 | 658.00 |
| 0 | 10168 | BANK OF AMERICA | CRICUT - Supplies | TXN00045939 | | | 5848 | 119.88 |
| 0 | 10168 | BANK OF AMERICA | DEMCO - Processing Supplies | TXN00046119 | | | 5848 | 60.64 |
| 0 | 10168 | BANK OF AMERICA | DEMCO - Processing Supplies | TXN00045713 | | | 5848 | 112.83 |
| 0 | 10168 | BANK OF AMERICA | HOBBYTOWN - Toys | TXN00045790 | | | 5848 | 137.36 |
| 0 | 10168 | BANK OF AMERICA | QUILL - Supplies | TXN00046100 | | | 5848 | 49.80 |
| 0 | 10168 | BANK OF AMERICA | QUILL - Supplies | TXN00045736 | | | 5848 | 72.73 |
| 0 | 10168 | BANK OF AMERICA | QUILL - Supplies | TXN00046166 | | | 5848 | 234.81 |
| 0 | 10168 | BANK OF AMERICA | RECORDED BOOKS - CD's | TXN00045593 | | | 5848 | 7.00 |
| 0 | 10168 | BANK OF AMERICA | SAMS - Supplies | TXN00046079 | | | 5848 | 105.31 |
| 0 | 10168 | BANK OF AMERICA | WALMART - Supplies | TXN00045928 | | | 5848 | 162.87 |

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|--------------------|---------------|-------------------------------------|--------------------|----------------|-------------|------------|----------------|---------------|
| 10044301 | 85505 | LIBRARY | | | | | | |
| | | OFFICE SUPPLIES | | | | | | |
| | 0 | 10168 BANK OF AMERICA | ZORO - Supplies | TXN00045626 | | | 5848 | 109.78 |
| 10044301 Org Total | | | | | | | 28,948.67 | |

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|--------------------|---------------|-------------------------------------|-------------------------------|-----------------------------------|-------------|------------|----------------|---------------|
| 29555001 | | OTHER DEPARTMENT PROJECTS | | | | | | |
| | 85042 | EDITH ABBOTT MEMORIAL LIBRARY | | | | | | |
| | 0 | 10168 | BANK OF AMERICA | SUPER SAVER - Primetime | TXN00045783 | | 5848 | 74.07 |
| | 1 | 1257 | THE CLARK ENERSEN PARTNERS IN | RENOVATION ARCHITECTURAL SERVICES | 06 | 34041 | 0 | 597.22 |
| | 0 | 999999 | REFUND CUSTOMERS | REFUND PRIMETIME PROGRAM FUNDS | SPRING 2018 | | 0 | 97.75 |
| 29555001 Org Total | | | | | | | 769.04 | |

Prepared by

Nancy Brouch

| Library Funds Disbursement Voucher | |
|--|--------------|
| Approved by: Alan Lepler | Date 6/14/18 |
| Library Board President <i>Alan Lepler</i> | |
| Authenticated by: Ed Meedel | Date 6/14/18 |
| Library Board Secretary <i>Ed Meedel</i> | |