Library Board

Monday, April 18, 2022

Regular Meeting

Item B3

Approval of Bills Submitted - March 22, 2022 and April 12, 2022

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

032222

Org	Object	Vendor #_Name	Description	Invoice	PO #	WO#	Check #	Amount
10044301		LIBRARY						
74703		FINES AND PENALTIES						
	0	999999 REFUND CUSTOMERS	OVERPAID FINES	MAR 2022			0	2.04
	0	999999 REFUND CUSTOMERS	REFUND NONRESIDENT FEE	MAR. 2022			0	40.00
85150		WORKERS COMPENSATION						
	1	36 CITY OF GRAND ISLAND-FINANCE I	WORK COMP PREM & CLAIMS	MAR'22 WC PREM/CLAIM			0	477.72
85160		OTHER EMPLOYEE BENEFITS						
	0	10168 BANK OF AMERICA	TASC - Admin Fees	TXN00092315			7635	29.28
85213		CONTRACT SERVICES						
	1	7012 ESSENTIAL PERSONNEL INC	TEMPORARY HELP	62813	37306		0	1,023.48
	1	7012 ESSENTIAL PERSONNEL INC	TEMPORARY HELP	62917	37306		0	1,023.48
85241		COMPUTER SERVICES						
	0	10168 BANK OF AMERICA	AMAZON - CREDIT LOST ORDER	TXN00092275			7635	(49.99)
	0	10168 BANK OF AMERICA	AMAZON - USB Hub	TXN00092135			7635	15.85
	0	10168 BANK OF AMERICA	AMAZON-Keyboard Return	TXN00092108			7635	(29.69)
	0	10168 BANK OF AMERICA	AMAZON-Return USB Receiver	TXN00092167			7635	(7.90)
	0	10168 BANK OF AMERICA	BEST BUY - OFFSETS TXN00092043	TXN00092092			7635	(9.99)
	0	10168 BANK OF AMERICA	BEST BUY - OFFSETS TXN00092092	TXN00092043			7635	9.99
	0	10168 BANK OF AMERICA	BEST BUY-Computer Supplies	TXN00092118			7635	99.00
85245		PRINTING & BINDING SERVICES						
	0	10168 BANK OF AMERICA	RINDER-Print Annual Report	TXN00092368			7635	499.75
85305		UTILITY SERVICES						
	1	91 CITY OF GRAND ISLAND-UTILITIES	INTERDEPARTMENTAL UTILITY BILLS	FEB 2022			0	2,370.72
85317		NATURAL GAS						
	1	336 NORTHWESTERN ENERGY	NATURAL GAS BILL	22JAN2646500-5			225523	2,738.55
85319		REPAIR & MAIN-LD IMP/IRRIGAT						
	0	10168 BANK OF AMERICA	HUMMERT INT'L - potting soil	TXN00092324			7635	29.33
85324		REPAIR & MAINT - BUILDING						
	0	10168 BANK OF AMERICA	HOME DEPOT PRO-Maint Supplies/	TXN00092148			7635	948.00
	1	9048 SALVADOR MENDOZA	ANNUAL TEST OF BACKFLOW DEVICES	2018-2540	37344		0	195.00
85330		REPAIR & MAINT - OFF FURN & EQ						

Schedule of Bills

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Org	Object	Vendor #_Name	Description	Invoice	PO #	WO#	Check #	Amount
10044301		**LIBRARY**						
	85330	**REPAIR & MAINT - OFF FURN & EQ**						
	0	10168 BANK OF AMERICA	ALL COPY-DEC 2021 COPY OVERAGE	TXN00092036			7635	72.67
	1	311 CAPITAL BUSINESS SYSTEMS, INC	APR-JUN 2022 COPY BASE CHARGES	1148529	20229		0	131.00
	1	311 CAPITAL BUSINESS SYSTEMS, INC	FEB 2022 COPY OVERAGES	1146429	20229		0	85.12
	85350	**SANITATION SERVICE**						
	0	10168 BANK OF AMERICA	MID NE DISPOSAL-Feb Sanitation	TXN00092353			7635	61.10
	85410	**TELEPHONE**						
	1	107 CENTURYLINK INC	GROUP PHONE BILL - CITY HALL	22MAR308 E22-1707			225529	29.61
	1	107 CENTURYLINK INC	PHONE BILL - LIBRARY	22MAR308 385-5333			225544	155.56
	1	387 STATE OF NE DIV OF COMM	FEB 2022 FOR ACCT 01 0240	1308980			0	401.58
	85413	**POSTAGE**						
	1	344 MIDWEST CONNECT LLC	POSTAGE	GI11 - 02/28/22			0	233.14
	85416	**ADVERTISING**						
	1	214 LEE BHM CORP	MEETING ADS	118-60115812/FEB2022			0	31.98
	85422	**DUES & SUBSCRIPTIONS**						
	0	10168 BANK OF AMERICA	NE LIBRARY ASSOC-Membership/E.	TXN00092295			7635	60.00
	0	10168 BANK OF AMERICA	NE LIBRARY ASSOC-Membership/J.	TXN00092313			7635	60.00
	85425	**BOOKS**						
	0	10168 BANK OF AMERICA	INGRAM LIBRARY SERVICE-Books	TXN00092195			7635	441.63
	0	10168 BANK OF AMERICA	INGRAM LIBRARY SERVICE-Books	TXN00092411			7635	600.88
	0	10168 BANK OF AMERICA	INGRAM LIBRARY SERVICE-Books	TXN00092160			7635	730.13
	0	10168 BANK OF AMERICA	SAMS-SRP&Activity Supplies	TXN00092497			7635	25.96
	85426	**AV/ELECTRONIC MEDIA**						
	0	10168 BANK OF AMERICA	AMAZON - Credit for Return	TXN00092127			7635	(32.00)
	1	562 MIDWEST TAPE	AUDIOBOOKS	501739558	20226		0	79.98
	1	562 MIDWEST TAPE	FEB 2022 HOOPLA	501757515	20226		0	3,989.54
	85490	**OTHER EXPENDITURES**						
	1	8792 CHASE PAYMENTECH LLC	CREDIT CARD USER FEE	22FEB6614			7627	51.04
	85505	**OFFICE SUPPLIES**						
	0	10168 BANK OF AMERICA	AMAZON - Supplies	TXN00092181			7635	15.56
	0	10168 BANK OF AMERICA	AMAZON - Supplies	TXN00092213			7635	71.82

Schedule of Bills

Org	Object	Vendor #_Name	Description	Invoice	PO #	WO#	Check #	Amount
10044301		LIBRARY						
	85505	OFFICE SUPPLIES						
	0	10168 BANK OF AMERICA	BRODART - Processing Supplies	TXN00092026			7635	239.20
	0	10168 BANK OF AMERICA	DEMCO - Thermal Receipt Refil	TXN00092142			7635	659.39
	0	10168 BANK OF AMERICA	HEAT PRESS - Makerspace Suppli	TXN00092091			7635	126.22
	0	10168 BANK OF AMERICA	JOHNSON PLASTICS-Makerspace Su	TXN00092499			7635	226.36
	0	10168 BANK OF AMERICA	QUALITY SEW & VAC- Repair	TXN00092260			7635	110.99
	1	311 CAPITAL BUSINESS SYSTEMS, INC	COPIER OVERAGES GROUP BILL-CITY HALL	1154236	37183		0	11.09

10044301 Org Total 18,074.17

Schedule of Bills

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Org	Object	Vendor #_Name	Description	Invoice	PO #	WO#	Check #	Amount
29555001		OTHER DEPARTMENT PROJECTS						
	85042	EDITH ABBOTT MEMORIAL LIBRARY						
		103 HUMANITIES NEBRASKA						
	0	10168 BANK OF AMERICA	AMAZON- Primetime Supplies	TXN00091822			7635	14.84
	0	10168 BANK OF AMERICA	AMAZON- Primetime Supplies	TXN00091808			7635	30.98
	0	10168 BANK OF AMERICA	AMAZON- Primetime Supplies	TXN00091949			7635	106.90
		105 GI PUBLIC LIBRARY FOUNDATION						
	0	10168 BANK OF AMERICA	CollaborativeSummerLearn-SRP S	TXN00092169			7635	278.75
	0	10168 BANK OF AMERICA	SAMS-SRP&Activity Supplies	TXN00092497			7635	79.15
	0	10168 BANK OF AMERICA	WALMART-SRP&Activity Supplies	TXN00092432			7635	12.70

29555001 Org Total 523.32

Prepared by

Nancy Broich

Library Funds Disbursement Voucher	
Approved by: Tanya Hansen	**Date** Mar 22, 2022
Library Board President Tanya Hansen	
Authenticated by: Ben Boeselager	**Date** Mar 18, 2022
Library Board Secretary Ben Boeselager	

Org	Object	Vendor #_Name	Description	Invoice	PO #	WO#	Check #	Amount
10044301		LIBRARY						
	74703	FINES AND PENALTIES						
	0	999999 REFUND CUSTOMERS	LOST BOOK	ILL #211118373			0	28.00
	85160	OTHER EMPLOYEE BENEFITS						
	0	10168 BANK OF AMERICA	TASC - Admin Fees	TXN00093021			7661	29.28
	85213	CONTRACT SERVICES						
	1	7012 ESSENTIAL PERSONNEL INC	TEMPORARY HELP	63018	37306		0	568.03
	1	7012 ESSENTIAL PERSONNEL INC	TEMPORARY HELP	62443	37306		0	1,023.48
	1	7012 ESSENTIAL PERSONNEL INC	TEMPORARY WORKER	063018	37473		0	455.45
	85241	COMPUTER SERVICES						
	0	10168 BANK OF AMERICA	CDWG-Library Extreme Renewal	TXN00092662			7661	966.75
	85245	PRINTING & BINDING SERVICES						
	0	10168 BANK OF AMERICA	COPYCAT-Mend Damaged Book	TXN00093077			7661	4.00
	85305	UTILITY SERVICES						
	1	91 CITY OF GRAND ISLAND-UTILITIES	INTERDEPARTMENTAL UTILITY BILLS	MAR 2022			0	2,343.93
	85317	NATURAL GAS						
	1	336 NORTHWESTERN ENERGY	NATURAL GAS BILL	22FEB2646500-5			225736	2,274.85
	85324	REPAIR & MAINT - BUILDING						
	0	10168 BANK OF AMERICA	ACE-Maintenance Supplies	TXN00092995			7661	11.58
	0	10168 BANK OF AMERICA	ACE-Maintenance Supplies	TXN00092697			7661	13.16
	0	10168 BANK OF AMERICA	ACE-Maintenance Supplies	TXN00092309			7661	21.56
	0	10168 BANK OF AMERICA	ACE-Maintenance Supplies	TXN00092755			7661	27.54
	0	10168 BANK OF AMERICA	ACE-Maintenance Supplies	TXN00092905			7661	27.54
	0	10168 BANK OF AMERICA	ACE-Maintenance Supplies	TXN00092959			7661	86.36
	0	10168 BANK OF AMERICA	AMAZON - Supplies	TXN00093073			7661	24.22
	0	10168 BANK OF AMERICA	CRESCENT ELECTRIC - Bulbs	TXN00092460			7661	264.90
	0	10168 BANK OF AMERICA	MENARDS-Maintenance Supplies	TXN00093064			7661	128.45
	0	10168 BANK OF AMERICA	MENARDS-Maintenance Supplies	TXN00093019			7661	199.75
	0	10168 BANK OF AMERICA	SAMS-Maintenance Supplies	TXN00092335			7661	483.76
	85330	REPAIR & MAINT - OFF FURN & EQ						
	1	10416 AUDIO MARKETING SOLUTIONS	REMOTE TELEPHONE TROUBLESHOOTING	63128	37070		0	50.00
	1	311 CAPITAL BUSINESS SYSTEMS, INC	FEB 2022 COPY OVERAGES / CANON C5240A	1154242	20229		0	154.65

Org	Object	Vendor #_Name	Description	Invoice	PO #	WO#	Check #	Amount
10044301		LIBRARY						
	85410	TELEPHONE						
	6	387 STATE OF NE DIV OF COMM	FEB 2022 LONG DISTANCE CHARGES	1311265			0	3.89
	1	387 STATE OF NE DIV OF COMM	MAR 2022 NETWORK CHARGES	1311368			0	7.46
	85413	POSTAGE						
	1	82 CITY OF GRAND ISLAND-TREASURI	PETTY CASH REIMBURSEMENT	04/12/22			0	20.90
	1	344 MIDWEST CONNECT LLC	POSTAGE	GI11 - 03/15/22			0	298.59
	85422	DUES & SUBSCRIPTIONS						
	1	3767 OCLC ONLINE COMPUTER LIBRARY	MAR 2022 CATALOGING & METADATA SUBSCRIPTION	1000198790			0	2,215.44
	85425	BOOKS						
	0	10168 BANK OF AMERICA	AMAZON - Book	TXN00092606			7661	13.99
	0	10168 BANK OF AMERICA	BRODART Books	TXN00092701			7661	2,106.92
	0	10168 BANK OF AMERICA	INGRAM LIBRARY SERVICE-Books	TXN00092764			7661	155.83
	0	10168 BANK OF AMERICA	INGRAM LIBRARY SERVICE-Books	TXN00092702			7661	9.92
	0	10168 BANK OF AMERICA	INGRAM LIBRARY SERVICE-Books	TXN00092758			7661	23.10
	0	10168 BANK OF AMERICA	INGRAM LIBRARY SERVICE-Books	TXN00092999			7661	287.18
	0	10168 BANK OF AMERICA	INGRAM LIBRARY SERVICE-Books	TXN00092548			7661	293.99
	0	10168 BANK OF AMERICA	INGRAM LIBRARY SERVICE-Books	TXN00092987			7661	335.09
	0	10168 BANK OF AMERICA	INGRAM LIBRARY SERVICE-Books	TXN00092782			7661	339.52
	0	10168 BANK OF AMERICA	INGRAM LIBRARY SERVICE-Books	TXN00092560			7661	381.91
	0	10168 BANK OF AMERICA	INGRAM LIBRARY SERVICE-Books	TXN00092633			7661	401.49
	0	10168 BANK OF AMERICA	SAMS - Books	TXN00092121			7661	20.46
	85426	AV/ELECTRONIC MEDIA						
	0	10168 BANK OF AMERICA	BESTBUY-Video Games for Collec	TXN00092669			7661	190.85
	0	10168 BANK OF AMERICA	WALMART - DVD'S	TXN00092785			7661	19.96
	0	10168 BANK OF AMERICA	WALMART-Dvd's & Videogames	TXN00092765			7661	137.67
	0	10168 BANK OF AMERICA	WALMART-SRP&Activity Supplies	TXN00093136			7661	171.63
	1	562 MIDWEST TAPE	AUDIOBOOKS & DVD'S	501844753	20226		0	117.70
	1	562 MIDWEST TAPE	AUDIOBOOKS & DVD'S	501808617	20226		0	192.43
	85505	OFFICE SUPPLIES						
	0	10168 BANK OF AMERICA	AMAZON - Supplies	TXN00093058			7661	13.98
	0	10168 BANK OF AMERICA	AMAZON - Supplies	TXN00092958			7661	16.99
	0	10168 BANK OF AMERICA	AMAZON - Supplies	TXN00093073			7661	23.48
	0	10168 BANK OF AMERICA	AMAZON - Supplies	TXN00092985			7661	72.96

Schedule of Bills

041222

Org	Object	Vendor #_Name	Description	Invoice	PO #	WO#	Check #	Amount
10044301		LIBRARY						
	85505	OFFICE SUPPLIES						
0	10168	BANK OF AMERICA	AMAZON - Supplies	TXN00093006			7661	104.35
0	10168	BANK OF AMERICA	BRODART Books	TXN00092701			7661	668.05
0	10168	BANK OF AMERICA	BRODART-Processing Supplies	TXN00092811			7661	93.58
0	10168	BANK OF AMERICA	BRODART-Processing Supplies	TXN00092931			7661	131.38
0	10168	BANK OF AMERICA	BRODART-Processing Supplies	TXN00092917			7661	796.48
0	10168	BANK OF AMERICA	DEMCO-Processing Supplies	TXN00092983			7661	82.52
0	10168	BANK OF AMERICA	DURAREADY-Labels for Processin	TXN00092699			7661	438.59
0	10168	BANK OF AMERICA	QUILL - Supplies	TXN00092721			7661	73.91
0	10168	BANK OF AMERICA	USCUTTER-Makerspace Supplies	TXN00092530			7661	58.25
0	10168	BANK OF AMERICA	WALMART - Supplies	TXN00092678			7661	9.14
1	311	CAPITAL BUSINESS SYSTEMS, INC	MAR 2022 COPY OVERAGES - CITY HALL GROUP BILL	1158047	37183		0	2.54

10044301 Org Total 19,519.36

Schedule of Bills

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Org	Object	Vendor #_Name	Description	Invoice	PO #	WO#	Check #	Amount
20110001		LIBRARY TRUST						
	85425	BOOKS						
	0	10168 BANK OF AMERICA	BRODART Books	TXN00092701			7661	667.95
	0	10168 BANK OF AMERICA	INGRAM LIBRARY SERVICE-Books	TXN00092764			7661	141.71

20110001 Org Total **809.66**

Schedule of Bills

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29555001		OTHER DEPARTMENT PROJECTS						
	85042	EDITH ABBOTT MEMORIAL LIBRARY						
	0	10168 BANK OF AMERICA	Epidemic Sound-Music License	TXN00092665			7661	299.00
	0	10168 BANK OF AMERICA	INTER'L TRANSACTION-Subscripti	TXN00092650			7661	2.39
	103	HUMANITIES NEBRASKA						
	0	10168 BANK OF AMERICA	BURGER KING - Primetime	TXN00092759			7661	62.60
	0	10168 BANK OF AMERICA	EL TAPATIO - Primetime	TXN00093134			7661	137.50
	0	10168 BANK OF AMERICA	LITTLE CAESARS - Primetime	TXN00092672			7661	49.92
	0	10168 BANK OF AMERICA	SAMS - Primetime	TXN00092871			7661	50.00
	0	10168 BANK OF AMERICA	SONIC - Primetime	TXN00093169			7661	100.00
	0	10168 BANK OF AMERICA	SUPER SAVER - Primetime	TXN00092832			7661	19.33
	0	10168 BANK OF AMERICA	SUPER SAVER - Primetime	TXN00093154			7661	27.56
	0	10168 BANK OF AMERICA	SUPER SAVER - Primetime	TXN00092731			7661	42.24
	0	10168 BANK OF AMERICA	SUPER SAVER - Primetime	TXN00092946			7661	107.74
	105	GI PUBLIC LIBRARY FOUNDATION						
	0	10168 BANK OF AMERICA	Collaborative Summer-SRP Suppl	TXN00092863			7661	71.50
	0	10168 BANK OF AMERICA	COPYCAT-Posters for programs	TXN00092644			7661	204.49
	0	10168 BANK OF AMERICA	HOBBY LOBBY-Activity supplies	TXN00092553			7661	15.27
	0	10168 BANK OF AMERICA	SAMS-Food for Programs	TXN00092661			7661	18.72
	0	10168 BANK OF AMERICA	WALMART - Supplies	TXN00092678			7661	7.76
	0	10168 BANK OF AMERICA	WALMART-SRP & Activity Supplie	TXN00092884			7661	6.76
	0	10168 BANK OF AMERICA	WALMART-SRP & Activity Supplie	TXN00093039			7661	60.41
	0	10168 BANK OF AMERICA	WALMART-SRP&Activity Supplies	TXN00093136			7661	33.80
	0	10168 BANK OF AMERICA	WAVE PIZZA-Food for program	TXN00092646			7661	14.89

29555001 Org Total 1,331.88

Schedule of Bills

Org	Object	Vendor #_Name	Description	Invoice	PO #	WO#	Check #	Amount
41044301		LIBRARY CAPITAL EQUIPMENT						
	85620	OFFICE FURNITURE & EQUIPMENT						
	1	11234 PROCHASKA & ASSOCIATES	HVAC SYSTEM REPLACEMENT PROJECT	4549	36797		0	391.85

41044301 Org Total 391.85

Prepared by

Nancy Broich

Library Funds Disbursement Voucher		
Approved by:	Tanya Hansen	**Date** Apr 12, 2022
Library Board President	Tanya Hansen	
Authenticated by:	Ben Boeselager	**Date** Apr 12, 2022
Library Board Secretary	Ben Boeselager	