

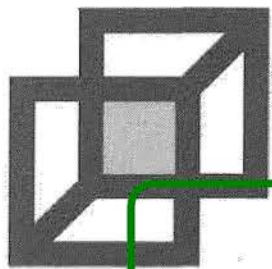
Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1082129
Vendor Name: American Library Association
Invoice Number: P0373735
Invoice Date: 05/24/21
PO Number: P0373735
Check Number: 0281543
Check Amount: \$ 668.00
Check Date: 06/08/2021
Department ID: 15240
Reviewer Name: Julie Taylor
Voucher Number: V0680507
Redaction Type: None
Document Type: AP Invoice

Document Below

Subscription Invoice
PO 373735

msk 5/24/2021



CHOICE

APPROVED
05/24/21 - JENNIFER MCINTOSH

Start with better options

Ship To Information: CV101855

Name: MARY S KONKEL
Company: COLLEGE OF DUPAGE
Address1: 425 FAWELL BLVD
Address2: LIBRARY
City, State, Zip: GLEN ELLYN, IL 60137-6599
Email Address: konk@cod.edu
Fax: 630-942-4646

Date: May 24, 2021
CHOICE REVIEWS
Po Box 15995
North Hollywood, CA 91615-5995
Phone: 844-291-0455 or 818-487-4555
Fax: 818-487-4550

TERM	PRODUCT	PRICE	TAX	SUBTOTAL
12	CHOICE REVIEWS Subscription--- 1 year Renewal	\$668.00	\$0.00	\$668.00
TOTAL				\$668.00

Please remit payment as soon as possible.

CHOICE REVIEWS

PLEASE CHECK:

☐ Payment Enclosed

Please make check payable to CHOICE REVIEWS

Charge my: ☐ VISA ☐ MASTERCARD ☐ AMEX

Credit Card No:

Credit Card Expire Date:(mm/yy)

INVOICE REVIEWED

Signature

OKAY TO PAY

JULIE TAYLOR 05/24/21

From: Konkel, Mary <konkel@cod.edu>
Sent: Mon May 24 10:32:57 CDT 2021
To: invoicing@cod.edu
CC: taylorj410@cod.edu
Subject: Choice Reviews Online Invoice Ready for Payment

Attached is the Choice Reviews Online FY21 Renewal Invoice ready for payment. Also attached is Scott Brady's authorization for Library invoice submission.

Thank you,

MARY

=====

Mary S. Konkel

Professor

Head of Technical Services

OCLC Global Council Delegate for the Americas Regional Council (ARC)

College of DuPage Library SRC 2034A

425 Fawell Blvd.

Glen Ellyn, IL 60137-6599

Voice: 630-942-2662

Fax: 630-942-4646

E-mail: konkel@cod.edu

<https://library.cod.edu>

Difficult is done at once, the impossible takes a little longer / late 19th century proverb attributed to French statesman Charles Alexandre de Calonne

[attachment: Authorization for Library to Submit Invoices - Scott Brady 01-07-2021.pdf]

[attachment: Choice Reviews FY21 Invoice.pdf]

From: [Brady, Scott](#)
To: [McIntosh, Jennifer](#)
Cc: [Hunnicut, Marianne](#); [Stock, Lisa](#)
Subject: RE: Vendor Invoicing Procedures
Date: Thursday, January 7, 2021 2:57:04 PM
Attachments: [image001.png](#)
[image002.png](#)

Hello Jennifer,

First off I do appreciate the time and thought you put into your email. I've added your concerns to a discussion we will be having with the Provost and Lisa Stock tomorrow afternoon. In the meantime, if you have invoices which are coming due, please send them onto Accounts Payable and let them know I approved them to come in that way while we work this all out. Thanks, Scott

Scott L. Brady, CPA
Interim Chief Financial Officer
College of DuPage
425 Fawell Blvd.
SRC 2130L
Glen Ellyn, IL 60137-6599
Direct: 630.942.2219
Email: bradys310@cod.edu



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From: McIntosh, Jennifer <mcintoshj144@cod.edu>
Sent: Thursday, January 7, 2021 10:41 AM
To: Brady, Scott <bradys310@cod.edu>
Cc: Hunnicutt, Marianne <hunnicut@cod.edu>; Stock, Lisa <stockl@cod.edu>
Subject: RE: Vendor Invoicing Procedures

Hi Scott,

Happy New Year—hope you had a restorative break.

I'm working through the implications of the procedural change you announced just before break with the Library acquisitions team. As procurement is an embedded, core function of the Library (ordering, receiving, and creating a controlled inventory of physical and virtual items), having vendors submit invoices to AP directly without our acquisitions team receiving/reviewing them first creates a number of problems. I'm hoping you may consider making an exception to this policy for