

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1603117

Vendor Name: Patrice M. Wynne

Invoice Number: 1406

Invoice Date: 06/14/21

PO Number: P0374455

Check Number: 0282449

Check Amount: \$ 14,659.25

Check Date: 06/28/2021

Department ID: 11999

Reviewer Name:

Voucher Number: V0688325

Redaction Type: None

Document Type: AP Invoice-3 Way/Pre-Approved

Document Below



-----  
From: Barrios, Isabel <barriosi142@cod.edu>  
Sent: Mon Jun 28 08:02:10 CDT 2021  
To: invoicing@cod.edu  
CC:  
Subject: FW: Manual Checks 06-30-21 Email 2 of 3  
-----

---

**From:** Sekerka, Joyce <sekerkaj@cod.edu>  
**Sent:** Monday, June 28, 2021 7:57 AM  
**To:** Barrios, Isabel <barriosi142@cod.edu>  
**Subject:** FW: Manual Checks 06-30-21 Email 2 of 3

Hi Isabel,

A few more approval for Wynne to be paid this week.

Thanks,  
Joyce

**Joyce Sekerka**  
**Accounts Payable Supervisor**  
**College of DuPage**  
425 Fawell Blvd.  
Glen Ellyn, IL 60137-6599  
630-942-2293  
Email: [sekerkaj@cod.edu](mailto:sekerkaj@cod.edu)

---

**From:** Roberts, Ellen <[roberts@cod.edu](mailto:roberts@cod.edu)>  
**Sent:** Monday, June 28, 2021 7:35 AM  
**To:** Humphrey, Vera <[humphreyv@cod.edu](mailto:humphreyv@cod.edu)>; Sekerka, Joyce <[sekerkaj@cod.edu](mailto:sekerkaj@cod.edu)>; McGowan, Ellen <[mcgowan@cod.edu](mailto:mcgowan@cod.edu)>  
**Cc:** Dobersztyn, Theresa <[dobersztyn@cod.edu](mailto:dobersztyn@cod.edu)>  
**Subject:** RE: Manual Checks 06-30-21 Email 2 of 3

Good morning,

Attached please find the approval for manual checks.

Ellen, did this vendor not agree to our standard Net 60 payment terms? Also, just a reminder that before the aggregate spend for this vendor exceeds \$25,000, you will need Board approval.

Thank you,

Ellen

Ellen M. Roberts  
Interim Vice President, Administrative Affairs  
**College of DuPage**  
425 Fawell Blvd.  
Glen Ellyn, IL 60137  
[roberts@cod.edu](mailto:roberts@cod.edu)

---

**From:** Humphrey, Vera <[humphreyv@cod.edu](mailto:humphreyv@cod.edu)>  
**Sent:** Saturday, June 26, 2021 8:41 AM  
**To:** Roberts, Ellen <[roberts@cod.edu](mailto:roberts@cod.edu)>  
**Cc:** Sekerka, Joyce <[sekerkaj@cod.edu](mailto:sekerkaj@cod.edu)>; McGowan, Ellen <[mcgowan@cod.edu](mailto:mcgowan@cod.edu)>  
**Subject:** FW: Manual Checks 06-30-21 Email 2 of 3  
**Importance:** High

Hi Ellen,

For your approval. Please see email below.

Thank you.

Vera Humphrey

---

**From:** McGowan, Ellen <[mcgowan@cod.edu](mailto:mcgowan@cod.edu)>  
**Sent:** Friday, June 25, 2021 4:17 PM  
**To:** Humphrey, Vera <[humphreyv@cod.edu](mailto:humphreyv@cod.edu)>  
**Cc:** Sekerka, Joyce <[sekerkaj@cod.edu](mailto:sekerkaj@cod.edu)>; Accounts Payable <[acctpay@cod.edu](mailto:acctpay@cod.edu)>  
**Subject:** Manual Checks 06-30-21 Email 2 of 3  
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Vera,

Please ask Ellen R to approve the 3 attached invoices for payment via manual check on 06-30-21. Forward to Payables after her approval.

This vendor cannot wait until July 15 for payment. Invoices are for the Frida Gift Shop are waiting for payment. There are a total of 5 invoices for Wynne in these emails. Payment can be combined into one check and mailed. Thank you.

Ellen McGowan  
Business Manager  
McAninch Arts Center  
College of DuPage  
425 Fawell Boulevard  
Glen Ellyn, IL 60137  
Phone 630.942.3009  
Fax 630.942.3002

[attachment: Wynne Patrice dba Abrazos Inv 1406 4873.00 06-14-21.pdf]

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1603117

Vendor Name: Patrice M. Wynne

Invoice Number: 1305

Invoice Date: 05/13/21

PO Number: P0373983

Check Number: 0282449

Check Amount: \$ 14,659.25

Check Date: 06/28/2021

Department ID: 11999

Reviewer Name:

Voucher Number: V0688326

Redaction Type: None

Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

ABRAZOS SAN MIGUEL DE ALLENDE  
ZACATEROS 24 CENTRO  
C.P. 37700  
SAN MIGUEL DE ALLENDE, GTO  
MEXICO

FY21

PO# 373983  
3073.00  
05-60-11999-5408001

NOTA: 1305

FECHA DE ENVIO: May 13, 2021.

VENDEDOR ID: 1603117 PATRICE MARYLYN WYNNE

APPROVED

By Ellen M. Roberts at 7:30 am, Jun 28, 2021

DATOS DEL CLIENTE:

NOMBRE: Tom Murray

EMPRESA: CLEVE CARNEY MACINTISH CENTER

DIRECCIÓN: 425 FAWELL BLVD.GLEN ELLYN

CIUDAD: ILLINOIS

CÓDIGO POSTAL: 60137

EMAIL: murrayt166@cod.edu

PAÍS: Estados Unidos

APPROVED

By Ellen McGowan at 8:13 pm, Jun 24, 2021

PRODUCTO	DESCRIPCIÓN	CANTIDAD	PRECIO/UNIDAD	TOTAL
JOURNALS	FRIDA	40	7.25	290.00
COASTERS	FRIDA	150	6.00	900.00
DECORATED DOLLS	FRIDA	50	6.50	325.00
FOLK ART WOODEN MINI ANIMALS	MEXICAN DESIGNS	40	6.00	240.00
COSMETIC BAGS	FRIDA	28	4.75	133.00
ADULT FACE MASK	FRIDA	150	7.00	1050.00

05-60-11999-5408001  
3073.00  
68 Gift Shop  
G20\_KAHLOSHOP

AP VERIFIED

06/28/21 - ISABEL BARRIOS

INSTRUCCIONES ESPECIALES:

458

SUBTOTAL

2938.00

ENVÍO

135.00

SEND A CHECK MADE OUT TO PATRICE MARYLYN WYNNE:

c/o Holley Betz 721 Olive Street Langhorne, PA 19047

TOTAL

3073.00

ANTICIPO

SALDO

¡GRACIAS POR TU PREFERENCIA!



-----  
From: Barrios, Isabel <barriosi142@cod.edu>  
Sent: Mon Jun 28 08:01:55 CDT 2021  
To: invoicing@cod.edu  
CC:  
Subject: FW: Manual Checks 06-30-21 Email 2 of 3  
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Email: [sekerkaj@cod.edu](mailto:sekerkaj@cod.edu)

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[roberts@cod.edu](mailto:roberts@cod.edu)

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Business Manager  
McAninch Arts Center  
College of DuPage  
425 Fawell Boulevard  
Glen Ellyn, IL 60137  
Phone 630.942.3009  
Fax 630.942.3002

[attachment: Wynne Patrice dba Abrazos Inv 1305 3073.00 05-13-21.pdf]



Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1603117

Vendor Name: Patrice M. Wynne

Invoice Number: 2904

Invoice Date: 04/29/21

PO Number: P0373982

Check Number: 0282449

Check Amount: \$ 14,659.25

Check Date: 06/28/2021

Department ID: 11999

Reviewer Name:

Voucher Number: V0688327

Redaction Type: None

Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

**nota de venta**  
[www.abrazossanmiguel.com](http://www.abrazossanmiguel.com)

**By Ellen McGowan at 8:20 pm, Jun 24, 2021**

	<b>AP VERIFIED</b>	
<b>06/28/21</b>	<b>- ISABEL BARRIOS</b>	

SALDO

**¡GRACIAS POR TU PREFERENCIA!**

-----  
From: Barrios, Isabel <barriosi142@cod.edu>  
Sent: Mon Jun 28 08:01:06 CDT 2021  
To: invoicing@cod.edu  
CC:  
Subject: FW: Manual Checks 06/30/21 Email 3 of 3  
-----

---

**From:** Sekerka, Joyce <sekerkaj@cod.edu>  
**Sent:** Monday, June 28, 2021 7:35 AM  
**To:** Cruse, Bethany <cruseb199@cod.edu>; Barrios, Isabel <barriosi142@cod.edu>  
**Subject:** FW: Manual Checks 06/30/21 Email 3 of 3

Good Morning,

Please process per Ellen Roberts approval. See below. These need to be issued on Wednesday.

Thanks,  
Joyce

**Joyce Sekerka**  
**Accounts Payable Supervisor**  
**College of DuPage**  
425 Fawell Blvd.  
Glen Ellyn, IL 60137-6599  
630-942-2293  
Email: [sekerkaj@cod.edu](mailto:sekerkaj@cod.edu)

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**Sent:** Monday, June 28, 2021 7:29 AM  
**To:** Humphrey, Vera <[humphreyv@cod.edu](mailto:humphreyv@cod.edu)>; Sekerka, Joyce <[sekerkaj@cod.edu](mailto:sekerkaj@cod.edu)>; McGowan, Ellen <[mcgowan@cod.edu](mailto:mcgowan@cod.edu)>  
**Subject:** RE: Manual Checks 06/30/21 Email 3 of 3

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Ellen M. Roberts  
Interim Vice President, Administrative Affairs  
**College of DuPage**  
425 Fawell Blvd.  
Glen Ellyn, IL 60137  
[roberts@cod.edu](mailto:roberts@cod.edu)  
630-942-2218

---

**From:** Humphrey, Vera <[humphreyv@cod.edu](mailto:humphreyv@cod.edu)>  
**Sent:** Saturday, June 26, 2021 8:43 AM

**To:** Roberts, Ellen <[roberts@cod.edu](mailto:roberts@cod.edu)>

**Cc:** Sekerka, Joyce <[sekerkaj@cod.edu](mailto:sekerkaj@cod.edu)>; McGowan, Ellen <[mcgowan@cod.edu](mailto:mcgowan@cod.edu)>

**Subject:** FW: Manual Checks 06/30/21 Email 3 of 3

**Importance:** High

Hi Ellen,

For your approval. Please see email below.

Thank you.

Vera Humphrey

---

**From:** McGowan, Ellen <[mcgowan@cod.edu](mailto:mcgowan@cod.edu)>

**Sent:** Friday, June 25, 2021 4:19 PM

**To:** Humphrey, Vera <[humphreyv@cod.edu](mailto:humphreyv@cod.edu)>

**Cc:** Sekerka, Joyce <[sekerkaj@cod.edu](mailto:sekerkaj@cod.edu)>; Accounts Payable <[acctpay@cod.edu](mailto:acctpay@cod.edu)>

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Thank you.

Ellen McGowan

Business Manager

McAninch Arts Center

College of DuPage

425 Fawell Boulevard

Glen Ellyn, IL 60137

Phone 630.942.3009

Fax 630.942.3002

[attachment: Wynne Patrice dba Abrazos Inv 2904 590.00 04-29-21.pdf]

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1603117

Vendor Name: Patrice M. Wynne

Invoice Number: 1006

Invoice Date: 06/10/21

PO Number: P0374455

Check Number: 0282449

Check Amount: \$ 14,659.25

Check Date: 06/28/2021

Department ID: 11999

Reviewer Name:

Voucher Number: V0688328

Redaction Type: None

Document Type: AP Invoice-3 Way/Pre-Approved

Document Below



**To:** Roberts, Ellen <[roberts@cod.edu](mailto:roberts@cod.edu)>  
**Cc:** Sekerka, Joyce <[sekerkaj@cod.edu](mailto:sekerkaj@cod.edu)>; McGowan, Ellen <[mcgowan@cod.edu](mailto:mcgowan@cod.edu)>  
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**To:** Humphrey, Vera <[humphreyv@cod.edu](mailto:humphreyv@cod.edu)>  
**Cc:** Sekerka, Joyce <[sekerkaj@cod.edu](mailto:sekerkaj@cod.edu)>; Accounts Payable <[acctpay@cod.edu](mailto:acctpay@cod.edu)>  
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Business Manager  
McAninch Arts Center  
College of DuPage  
425 Fawell Boulevard  
Glen Ellyn, IL 60137  
Phone 630.942.3009  
Fax 630.942.3002

[attachment: Wynne Patrice dba Abrazos Inv 1006 1083.50 06-10-21.pdf]



-----  
From: Barrios, Isabel <barriosi142@cod.edu>  
Sent: Mon Jun 28 08:01:21 CDT 2021  
To: invoicing@cod.edu  
CC:  
Subject: FW: Manual Checks 06/30/21 Email 3 of 3  
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425 Fawell Blvd.  
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Glen Ellyn, IL 60137  
[roberts@cod.edu](mailto:roberts@cod.edu)  
630-942-2218

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**From:** Humphrey, Vera <[humphreyv@cod.edu](mailto:humphreyv@cod.edu)>  
**Sent:** Saturday, June 26, 2021 8:43 AM

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1603117

Vendor Name: Patrice M. Wynne

Invoice Number: 0806

Invoice Date: 06/08/21

PO Number: P0374321

Check Number: 0282449

Check Amount: \$ 14,659.25

Check Date: 06/28/2021

Department ID: 11999

Reviewer Name:

Voucher Number: V0688333

Redaction Type: None

Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

ABRAZOS SAN MIGUEL DE ALLENDE  
ZACATEROS 24 CENTRO  
C.P. 37700  
SAN MIGUEL DE ALLENDE, GTO  
MEXICO

**FY21**

**PO# 374321**  
**05-60-11999-5408001**  
**5039.75**

NOTA: 0806

FECHA DE ENVIO: June 08, 2021.

VENDEDOR ID: 1603117 PATRICE MARYLYN WYNNE

**APPROVED**

By Ellen M. Roberts at 7:29 am, Jun 28, 2021

DATOS DEL CLIENTE:

NOMBRE: Tom Murray

EMPRESA: CLEVE CARNEY MACINTISH CENTER

DIRECCIÓN: 425 FAWELL BLVD.GLEN ELLYN

CIUDAD: ILLINOIS

CÓDIGO POSTAL: 60137

EMAIL: murrayt166@cod.edu

PAÍS: Estados Unidos

**APPROVED**

By Ellen McGowan at 7:26 pm, Jun 24, 2021

PRODUCTO	DESCRIPCIÓN	CANTIDAD	PRECIO/UNIDAD	TOTAL
JOURNALS	FRIDA	16	7.75	124.00
MIRRORS	FRIDA	35	6.00	210.00
TEA TOWELS	FRIDA	125	8.50	1062.50
COSMETIC BAG	FRIDA	111	4.75	527.25
LUGGAGE TAGS	FRIDA	24	5.5	132.00
MEN'S TIES	FRIDA	24	14.75	354.00
EYEGLOSS CASES	FRIDA	38	8.50	323.00
APRONS	FRIDA	81	18.00	1458.00
OAXACA FRIDA DOLL DECORATION	FRIDA	100	6.50	650.00

05-60-11999-5408001  
5039.75  
68 Gift Shop  
G20\_KAHLOSHOP

**AP VERIFIED**

INSTRUCCIONES ESPECIALES:

**06/28/21 - ISABEL BARRIOS**

SEND A CHECK MADE OUT TO PATRICE MARYLYN WYNNE:

c/o Holley Betz 721 Olive Street Langhorne, PA 19047

SUBTOTAL	4840.75
FLETE	199.00
TOTAL	5039.75
ANTICIPO	
SALDO	

¡GRACIAS POR TU PREFERENCIA!

-----  
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Glen Ellyn, IL 60137  
Phone 630.942.3009  
Fax 630.942.3002

[attachment: Wynne Patrice dba Abrazos Inv 0806 5039.75 06-08-21.pdf]