

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 531923
Invoice Date: 12/21/2022
PO Number: B0000738
Check Number: E0093110
Check Amount: \$ 3,046.53
Check Date: 01/11/2023
Voucher Number: V0767415
Document Type: AP Invoice

Document Below

Contoocook, NH 03229

A service of YBP, Inc. FEIN 02-0302143

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| INVOICE | 531923 |
| NUMBER | |

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|--------|--|------------------|--------|---------|-----|------------|-------|
| 1 | * Service fee added,short or no discount | Original | 535-32 | | | Sub Total | 26.73 |
| TOTOTY | from publisher | Freight Surchage | 1.00 | GST/Tax | .00 | Total US\$ | 27.73 |

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



Disclosure Statement:

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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

"Miller, Larisa" <millerl@cod.edu>

BO # 0000738 Yankee Book Peddler Invoice 531923

"Miller, Larisa" <millerl@cod.edu>

Wed, Jan 4, 2023 at 02:53 PM UTC

CC:

BCC:

Larisa Miller

Supervisor – Acquisitions

College of DuPage Library

425 Fawell Blvd.

SRC 2034

Glen Ellyn, IL 60137

630.942.3664 (v)

630.942-4646 (f)

millerl@cod.edu

1 attachment

ybp invoice 531923.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 542066
Invoice Date: 12/30/2022
PO Number: B0000738
Check Number: E0093110
Check Amount: \$ 3,046.53
Check Date: 01/11/2023
Voucher Number: V0767675
Document Type: AP Invoice

Document Below

RETURN BOOKS ONLY TO:

YBP Library Services

999 Maple St.

Contoocook, NH 03229

GOBI Library Solutions from EBSCO

A service of YBP, Inc. FEIN 02-0302143

Remit to: PO Box 277991 Atlanta, GA 30384-7991 USA

PHONE: AR: 855-876-3799 (toll-free) Customer Service: 603 746-3102 800 258-3774
1% Finance Charge per 30 days past duePlease refer to invoice number
below when writing or remitting.INVOICE
NUMBER

542066

PAGE 1

SOLD COLLEGE OF DUPAGE
TO: SRC 2034 LIBRARY
425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137-6599SHIP COLLEGE OF DUPAGE
TO: PRINT ACQ LIBRARY SRC 2034
425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137-6599

1/4/23 BO # 0000738

| INVOICE DATE | TERMS | DUE DATE | | | | CUSTOMER ORDER NUMBER | | CUSTOMER NUMBER | |
|--------------|------------------|--|---------------|-----------|-------|-----------------------|----------|-----------------|------------|
| 12/30/22 | net 30 | 1/29/23 | | | | FIRM ORDER | | 1256-10 | |
| QUANTITY | PURCHASE ORDER # | AUTHOR | ISBN | | VOL # | LIST PRICE | DISCOUNT | SINGLE NET | NET AMOUNT |
| 1 | | HOCHSCHIL | 9780358455462 | | E | 29.99 | 19.0% | 24.29 | 24.29 |
| | | AMERICAN MIDNIGHT: THE GREAT WAR, A VIOLENT | | | | | | | |
| 1 | | LAYMON, R | 9783031126079 | BURT-NICH | QC | 99.99 | 19.0% | 80.99 | 80.99 |
| | | CASE STUDIES IN EXPERIMENTAL PHYSICS: WHY | | | | | | | |
| 1 | | BLOOM, LI | 9781478023241 | | N | 27.95 | 19.0% | 22.64 | 22.64 |
| | | CLIMATE CHANGE AND THE NEW POLAR AESTHETICS: | | | | | | | |
| 1 | | | 9780128038932 | | QD | 89.95 | 19.0% | 72.86 | 72.86 |
| | | EXPERIMENTAL ORGANIC CHEMISTRY: LABORATORY | | | | | | | |
| 1 | | | 9781647821340 | | HB | 22.95 | 19.0% | 18.59 | 18.59 |
| | | GLOBAL RECESSION: THE INSIGHTS YOU NEED FROM | | | | | | | |
| 1 | | BEAUCHAMP | 9781032025650 | | LB | 38.95 | 19.0% | 31.55 | 31.55 |
| | | PEDAGOGIES FOR THE FUTURE: A CRITICAL REIMAGIN | | | | | | | |
| 1 | | TEODORO, | 9781009244855 | | TD | 34.99 | 19.0% | 28.34 | 28.34 |
| | | PROFITS OF DISTRUST: CITIZEN-CONSUMERS, DRINKI | | | | | | | |
| 1 | | | 9780367763350 | | TX | 79.95 | .0% | 79.95 | 79.95 |
| | | SCIENCE OF THAI CUISINE: CHEMICAL PROPERTIES A | | | | | | | |
| 1 | | MCCAIN, K | 9781108995504 | | Q | 14.95 | 19.0% | 12.11 | 12.11 |
| | | UNDERSTANDING HOW SCIENCE EXPLAINS THE WORLD. | | | | | | | |
| 1 | | KROGH, EG | 9781250851628 | | HV | 17.99 | 19.0% | 14.57 | 14.57 |
| | | WHITE HOUSE PLUMBERS: THE SEVEN WEEKS THAT LED | | | | | | | |
| 1 | | OH, DAVID | 9781978808621 | | PN | 29.95 | 19.0% | 24.26 | 24.26 |
| | | WHITEWASHING THE MOVIES: ASIAN ERASURE AND WHI | | | | | | | |
| 1 | | ALI, TAZE | 9781479811304 | | BP | 30.00 | 19.0% | 24.30 | 24.30 |
| | | WOMENS MOSQUE OF AMERICA: AUTHORITY AND COMMUN | | | | | | | |

* Service fee added, short or no discount Original
from publisher

Contoocook, NH 03229

A service of YBP, Inc. FEIN 02-0302143

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| INVOICE NUMBER | 542066 |
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SHIP COLLEGE OF DUPAGE
TO: PRINT ACQ LIBRARY SRC 2034
425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137-6599

[illegible]

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](#)

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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>
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"Miller, Larisa" <millerl@cod.edu>

BO # 0000738 Yankee Book Peddler Invoice 542066

"Miller, Larisa" <millerl@cod.edu>

Wed, Jan 4, 2023 at 02:54 PM UTC

CC:

BCC:

Larisa Miller

Supervisor – Acquisitions

College of DuPage Library

425 Fawell Blvd.

SRC 2034

Glen Ellyn, IL 60137

630.942.3664 (v)

630.942-4646 (f)

millerl@cod.edu

1 attachment

ybp invoice 542066.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 539868
Invoice Date: 12/29/2022
PO Number: B0000738
Check Number: E0093110
Check Amount: \$ 3,046.53
Check Date: 01/11/2023
Voucher Number: V0767676
Document Type: AP Invoice

Document Below

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Contoocook, NH 03229

GOBI Library Solutions from EBSCO

A service of YBP, Inc. FEIN 02-0302143

Remit to: PO Box 277991 Atlanta, GA 30384-7991 USA

PHONE: AR: 855-876-3799 (toll-free) Customer Service: 603 746-3102 800 258-3774
1% Finance Charge per 30 days past duePlease refer to invoice number
below when writing or remitting.INVOICE
NUMBER

539868

PAGE 1

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TO: SRC 2034 LIBRARY
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TO: PRINT ACQ LIBRARY SRC 2034
425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137-6599

1/4/23 BO # 0000738

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|---|------------------|----------|---------------|--|-------|------------|-----------------------|------------|-----------------|--|
| INVOICE DATE | TERMS | DUE DATE | | | | | CUSTOMER ORDER NUMBER | | CUSTOMER NUMBER | |
| 12/29/22 | net 30 | 1/28/23 | | | | | STANDING ORDERS | | 1256-80 | |
| QUANTITY | PURCHASE ORDER # | AUTHOR | ISBN | | VOL # | LIST PRICE | DISCOUNT | SINGLE NET | NET AMOUNT | |
| 1 | | | 9781264687343 | | RC | 85.00 | 11.0% | 75.65 | 75.65 | |
| CURRENT MEDICAL DIAGNOSIS & TREATMENT; 2023; E | | | | | | | | | | |
| Ser: CURRENT MEDICAL DIAGNOSIS AND TREATMENT. V. 2023 | | | | | | | | | | |
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|--------|---|-------------------|--------|-------------|------------|-------|
| 1 | * Service fee added, short or no discount | Original | 603-08 | | Sub Total | 75.65 |
| TOTQTY | from publisher | Freight Surcharge | 1.13 | GST/Tax .00 | Total US\$ | 76.78 |

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](#)

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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

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"Miller, Larisa" <millerl@cod.edu>

BO # 0000738 Yankee Book Peddler Invoice 539868

"Miller, Larisa" <millerl@cod.edu>

Wed, Jan 4, 2023 at 02:59 PM UTC

CC:

BCC:

Larisa Miller

Supervisor – Acquisitions

College of DuPage Library

425 Fawell Blvd.

SRC 2034

Glen Ellyn, IL 60137

630.942.3664 (v)

630.942-4646 (f)

millerl@cod.edu

1 attachment

ybp invoice 539868.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 537544
Invoice Date: 12/22/2022
PO Number: B0000738
Check Number: E0093110
Check Amount: \$ 3,046.53
Check Date: 01/11/2023
Voucher Number: V0767677
Document Type: AP Invoice

Document Below

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Contoocook, NH 03229

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A service of YBP, Inc. FEIN 02-0302143

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PHONE: AR: 855-876-3799 (toll-free) Customer Service: 603 746-3102 800 258-3774
1% Finance Charge per 30 days past duePlease refer to invoice number
below when writing or remitting.INVOICE
NUMBER

537544

PAGE 1

SOLD COLLEGE OF DUPAGE
TO: SRC 2034 LIBRARY
425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137-6599SHIP COLLEGE OF DUPAGE
TO: PRINT ACQ LIBRARY SRC 2034
425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137-6599

1/4/23 BO # 0000738

| INVOICE DATE | TERMS | DUE DATE | | | | | CUSTOMER ORDER NUMBER | | | CUSTOMER NUMBER | | |
|--------------|--|----------|-------------------------|---------------|--|-------|-----------------------|----------|------------|-----------------|-------|--|
| 12/22/22 | net 30 | 1/21/23 | | | | | FIRM ORDER | | | 1256-10 | | |
| QUANTITY | PURCHASE ORDER # | | AUTHOR | ISBN | | VOL # | LIST PRICE | DISCOUNT | SINGLE NET | NET AMOUNT | | |
| 1 | | | BRUNET, P 9781477324110 | | | PN | 45.00 | 19.0% | 36.45 | 36.45 | | |
| | COMIC BOOK WOMEN: CHARACTERS, CREATORS, AND | | | | | | | | | | | |
| 1 | | | KEEGAN, C 9780802160140 | | | PR | 20.00 | 19.0% | 16.20 | 16.20 | | |
| | FOSTER. | | | | | | | | | | | |
| 1 | | | MCLEAN, R 9781913505530 | | | PS | 17.95 | 19.0% | 14.54 | 14.54 | | |
| | GET 'EM YOUNG, TREAT 'EM TOUGH, TELL 'EM NOTHI | | | | | | | | | | | |
| 1 | | | ROHDE, DA 9780393867602 | | | JK | 17.95 | 19.0% | 14.54 | 14.54 | | |
| | IN DEEP: THE FBI, THE CIA, AND THE TRUTH ABOUT | | | | | | | | | | | |
| 1 | BO 0000738 | AKUTAMI, | | 9781974734399 | | PN | 9.99 | 19.0% | 8.09 | 8.09 | | |
| | JUJUTSU KAISEN 18. | | | | | | | | | | | |
| 1 | | | BROWN, JE 9781107657809 | | | DS | 29.99 | 19.0% | 24.29 | 24.29 | | |
| | JUNE FOURTH: THE TIANANMEN PROTESTS AND BEIJIN | | | | | | | | | | | |
| 1 | Self Help | | | 9781399402026 | | RA | 22.00 | 19.0% | 17.82 | 17.82 | | |
| | LONG COVID SELF-HELP GUIDE: PRACTICAL WAYS TO | | | | | | | | | | | |
| 1 | | | SMITH, MI 9781119371809 | | | QD | 199.55 | 19.0% | 161.64 | 161.64 | | |
| | MARCH'S ADVANCED ORGANIC CHEMISTRY: REACTIONS, | | | | | | | | | | | |
| 1 | | | KOZINN, A 9780063000704 | | | ML | 35.00 | 19.0% | 28.35 | 28.35 | | |
| | MCCARTNEY LEGACY; V. 1: 1969-73. | | | | | | | | | | | |
| 1 | | | ROUBINI, 9780316284059 | | | HB | 30.00 | 19.0% | 24.30 | 24.30 | | |
| | MEGATHREATS: TEN DANGEROUS TRENDS THAT IMPERIL | | | | | | | | | | | |
| 1 | | | MEHLENBAC 9780271092775 | | | BF | 29.95 | 19.0% | 24.26 | 24.26 | | |
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| 1 | | | COHAN, WI 9780593084168 | | | HD | 40.00 | 19.0% | 32.40 | 32.40 | | |
| | POWER FAILURE: THE RISE AND FALL OF AN AMERICA | | | | | | | | | | | |
| 1 | | | BRANSON, 9781501760914 | | | Q | 39.95 | 19.0% | 32.36 | 32.36 | | |
| | SCIENTIFIC AMERICANS: INVENTION, TECHNOLOGY, A | | | | | | | | | | | |
| 1 | | | BHANO, S 9781646220878 | | | ERTZ | PS | 26.00 | 19.0% | 21.06 | 21.06 | |
| | SEEKING FORTUNE ELSEWHERE: STORIES. | | | | | | | | | | | |

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1% Finance Charge per 30 days past due

537544

PAGE 2

[illegible]

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](#)

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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

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"Miller, Larisa" <millerl@cod.edu>

BO # 0000738 Yankee Book Peddler Invoice 537544

"Miller, Larisa" <millerl@cod.edu>

Wed, Jan 4, 2023 at 02:54 PM UTC

CC:

BCC:

Larisa Miller

Supervisor – Acquisitions

College of DuPage Library

425 Fawell Blvd.

SRC 2034

Glen Ellyn, IL 60137

630.942.3664 (v)

630.942-4646 (f)

millerl@cod.edu

1 attachment

ybp invoice 537544.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 516776
Invoice Date: 12/19/2022
PO Number: B0000738
Check Number: E0093110
Check Amount: \$ 3,046.53
Check Date: 01/11/2023
Voucher Number: V0767678
Document Type: AP Invoice

Document Below

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1% Finance Charge per 30 days past duePlease refer to invoice number
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NUMBER

516776

PAGE 1

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425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137-6599SHIP COLLEGE OF DUPAGE
TO: PRINT ACQ LIBRARY SRC 2034
425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137-6599

1/4/23 BO # 0000738

| INVOICE DATE | TERMS | DUE DATE | | | | | CUSTOMER ORDER NUMBER | | | CUSTOMER NUMBER | |
|--------------|--|----------|-----------|---------------|--|--------------|-----------------------|----------|------------|-----------------|--|
| 12/19/22 | net 30 | 1/18/23 | | | | | FIRM ORDER | | | 1256-10 | |
| QUANTITY | PURCHASE ORDER # | | AUTHOR | ISBN | | VOL # | LIST PRICE | DISCOUNT | SINGLE NET | NET AMOUNT | |
| 1 | | | LLOYD, VI | 9780300253672 | | ORENIC B | 26.00 | 19.0% | 21.06 | 21.06 | |
| | BLACK DIGNITY: THE STRUGGLE AGAINST DOMINATION | | | | | | | | | | |
| 1 | | | | 9780300260649 | | ORENIC N | 50.00 | 19.0% | 40.50 | 40.50 | |
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| | ROUGE RIVER REVIVED: HOW PEOPLE ARE BRINGING | | | | | | | | | | |

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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](#)

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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

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"Miller, Larisa" <millerl@cod.edu>

BO # 0000738 Yankee Book Peddler Invoice 516776

"Miller, Larisa" <millerl@cod.edu>

Wed, Jan 4, 2023 at 02:56 PM UTC

CC:

BCC:

Larisa Miller

Supervisor – Acquisitions

College of DuPage Library

425 Fawell Blvd.

SRC 2034

Glen Ellyn, IL 60137

630.942.3664 (v)

630.942-4646 (f)

millerl@cod.edu

1 attachment

ybp invoice 516776.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 516792
Invoice Date: 12/21/2022
PO Number: B0000738
Check Number: E0093110
Check Amount: \$ 3,046.53
Check Date: 01/11/2023
Voucher Number: V0767679
Document Type: AP Invoice

Document Below

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PHONE: AR: 855-876-3799 (toll-free) Customer Service: 603 746-3102 800 258-3774
1% Finance Charge per 30 days past duePlease refer to invoice number
below when writing or remitting.INVOICE
NUMBER

516792

PAGE 1

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TO: SRC 2034 LIBRARY
425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137-6599SHIP COLLEGE OF DUPAGE
TO: PRINT ACQ LIBRARY SRC 2034
425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137-6599

1/4/23 BO # 0000738

| INVOICE DATE | TERMS | DUE DATE | | | | | CUSTOMER ORDER NUMBER | | CUSTOMER NUMBER | |
|--|--|----------|------|--|-------|------------|-----------------------|------------|-----------------|--|
| 12/21/22 | net 30 | 1/20/23 | | | | | STANDING ORDERS | | 1256-80 | |
| QUANTITY | PURCHASE ORDER # | AUTHOR | ISBN | | VOL # | LIST PRICE | DISCOUNT | SINGLE NET | NET AMOUNT | |
| 1 | 9781575259673 _____ PN | | | | | 16.95 | .0% | 16.95 | 16.95 | |
| | BEST MEN'S STAGE MONOLOGUES; 2022; ED. BY DEBB | | | | | | | | | |
| | Ser: BEST MEN'S MONOLOGUES. | | | | | | V. 2022 | | | |
| 1 | 9781575259666 _____ PN | | | | | 16.95 | .0% | 16.95 | 16.95 | |
| | BEST WOMEN'S STAGE MONOLOGUES; 2022; ED. BY | | | | | | | | | |
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| 1 | HART, MAR 9781501380860 _____ GN | | | | | 14.95 | 11.0% | 13.31 | 13.31 | |
| | DOLL. | | | | | | | | | |
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| | FREDERICK DOUGLASS: SPEECHES & WRITINGS; ED. B | | | | | | | | | |
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| 1 | HESTER, J 9781501379505 _____ TD | | | | | 14.95 | 11.0% | 13.31 | 13.31 | |
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| please call Customer Service. | | | | | | | | | | |
| *** ** | | | | | | | | | | |
| *** Container IDs in this shipment *** | | | | | | | | | | |
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|--------|---|-------------------|--------|---------|------------|--------|
| 6 | * Service fee added, short or no discount | Original | 405-93 | | Sub Total | 109.43 |
| TOTQTY | from publisher | Freight Surcharge | 1.64 | GST/Tax | Total US\$ | 111.07 |

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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](#)

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"Miller, Larisa" <millerl@cod.edu>

BO # 0000738 Yankee Book Peddler Invoice 516792

"Miller, Larisa" <millerl@cod.edu>

Wed, Jan 4, 2023 at 02:56 PM UTC

CC:

BCC:

Larisa Miller

Supervisor – Acquisitions

College of DuPage Library

425 Fawell Blvd.

SRC 2034

Glen Ellyn, IL 60137

630.942.3664 (v)

630.942-4646 (f)

millerl@cod.edu

1 attachment

ybp invoice 516792.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 516777
Invoice Date: 12/19/2022
PO Number: B0000738
Check Number: E0093110
Check Amount: \$ 3,046.53
Check Date: 01/11/2023
Voucher Number: V0767680
Document Type: AP Invoice

Document Below

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

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BCC:

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425 Fawell Blvd.

SRC 2034

Glen Ellyn, IL 60137

630.942.3664 (v)

630.942-4646 (f)

millerl@cod.edu

1 attachment

ybp invoice 516777.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 537543
Invoice Date: 12/22/2022
PO Number: B0000738
Check Number: E0093110
Check Amount: \$ 3,046.53
Check Date: 01/11/2023
Voucher Number: V0767681
Document Type: AP Invoice

Document Below

RETURN BOOKS ONLY TO:

YBP Library Services

999 Maple St.

Contoocook, NH 03229

GOBI Library Solutions from EBSCO

A service of YBP, Inc. FEIN 02-0302143

Remit to: PO Box 277991 Atlanta, GA 30384-7991 USA

PHONE: AR: 855-876-3799 (toll-free) Customer Service: 603 746-3102 800 258-3774
1% Finance Charge per 30 days past duePlease refer to invoice number
below when writing or remitting.INVOICE
NUMBER

537543

PAGE 1

SOLD COLLEGE OF DUPAGE
TO: SRC 2034 LIBRARY
425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137-6599SHIP COLLEGE OF DUPAGE
TO: PRINT ACQ LIBRARY SRC 2034
425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137-6599

1/4/23 BO # 0000738

| INVOICE DATE | TERMS | DUE DATE | | | | | CUSTOMER ORDER NUMBER | | CUSTOMER NUMBER | |
|------------------|------------------|----------|-----------|---------------|--|-------|-----------------------|----------|-----------------|------------|
| 12/22/22 | net 30 | 1/21/23 | | | | | SPECIAL ORDERS | | 1256-05 | |
| QUANTITY | PURCHASE ORDER # | | AUTHOR | ISBN | | VOL # | LIST PRICE | DISCOUNT | SINGLE NET | NET AMOUNT |
| 1 | Perkins | | BEHNKE, R | 9781718201439 | | QM | 119.00 | 19.0% | 96.39 | 96.39 |
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| 1 | * Service fee added, short or no discount | Original | 592-97 | | Sub Total | 96.39 |
| TOTQTY | from publisher | Freight Surcharge | 1.45 | GST/Tax .00 | Total US\$ | 97.84 |

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](#)

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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,

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"Miller, Larisa" <millerl@cod.edu>

BO # 0000738 Yankee Book Peddler Invoice 537543

"Miller, Larisa" <millerl@cod.edu>

Wed, Jan 4, 2023 at 02:55 PM UTC

CC:

BCC:

Larisa Miller

Supervisor – Acquisitions

College of DuPage Library

425 Fawell Blvd.

SRC 2034

Glen Ellyn, IL 60137

630.942.3664 (v)

630.942-4646 (f)

millerl@cod.edu

1 attachment

ybp invoice 537543.pdf