

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1085401
Vendor Name: Grey House Publ.
Invoice Number: 184194
Invoice Date: 3/17/2023
PO Number: B0001058
Check Number: 0311041
Check Amount: \$ 112.50
Check Date: 04/11/2023
Voucher Number: V0780441
Document Type: AP Invoice

Document Below

INVOICE NO. 184194
2023

Date Shipped: 3-17-

INVOICE TO:

College Of Dupage
Larisa Miller
425 Fawell Blvd
Library
Glen Ellyn IL 60137-6599

SHIP TO:

CUSTOMER ACCOUNT NO.	SALESMAN	CUSTOMER ORDER NO.	TERMS	SHIP DATE
CIL544	S-21		30 DAYS	3-17-2023
QUANTITY	DESCRIPTION & ISBN	UNIT COST	EXTENSION	
1	Careers in Archeology & Museum Services 9781637004142	125.00	112.50	

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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](#)

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
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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 # 0001058 Grey House Publishing 184194

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

Mon, Mar 27, 2023 at 06:17 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

grey house invoice 184194.pdf