

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1442509  
Vendor Name: Yankee Book Peddler, Inc  
Invoice Number: 156408  
Invoice Date: 8/23/2024  
PO Number: B0002345  
Check Number: E0103152  
Check Amount: \$ 180.00  
Check Date: 09/10/2024  
Voucher Number: V0846212  
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: +1 (205) 981-5111 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****156408**

1070

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

8/23/24 BO # 2345

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER	CUSTOMER NUMBER	
8/23/24	net 30	9/22/24					EBOOK ORDERS	1256-50	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
TAYLOR AND FRANCIS /NR									
1	/NR	FEELY, MI	9781003255840		LB	180.00	.0%	180.00	180.00
UU	TEACHING AND LEARNING PLAYBOOK: EXAMPLES OF								

1	* Service fee added, short or no discount	Original	885-38		Sub Total	180.00
TOTQTY	from publisher	Freight Surcharge	.00	GST/Tax	Total US\$	180.00

**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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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  
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**From:** McIntosh, Jennifer <[mcintoshj144@cod.edu](mailto:mcintoshj144@cod.edu)>  
**Sent:** Thursday, January 7, 2021 10:41 AM  
**To:** Brady, Scott <[bradys310@cod.edu](mailto:bradys310@cod.edu)>  
**Cc:** Hunnicutt, Marianne <[hunnicut@cod.edu](mailto:hunnicut@cod.edu)>; Stock, Lisa <[stockl@cod.edu](mailto: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>

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**Yankee Book Peddler Invoice 156408**

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

Wed, Sep 4, 2024 at 07:20 PM UTC

CC:

BCC:

BO # 2345 Yankee Book Peddler Invoice 156408

**Larisa Miller**

Supervisor – Acquisitions

College of DuPage Library

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SRC 2034

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630.942-4646 (f)

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

<https://library.cod.edu/>

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**1 attachment**

ybp invoice 156408.pdf