

**Information:**

**Drawer:** Accounts Payable - Invoices **Vendor Number:** 1087268 **Vendor Name:** Illinois Heartland Library System

**Check Details:**

**Check Number:** 0346543 **Check Amount:** \$ 12.26 **Check Date:** 11/18/2025

**Invoice Details:**

**Invoice Number:** 33427 **Invoice Date:** 11/6/2025 **PO Number:** NULL  
**Voucher Number:** V0914078

**Document Type:** AP Invoice

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**Document Below**

Make check payable and remit to the address below



PAGE 1/1  
INVOICE DATE 11/6/2025  
INVOICE NO 33427  
ACCOUNT ID IBI

; @UWVti bh`01-20-15240-5304004  
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O COLLEGE OF DUPAGE  
L Hd of Tech Serv - M Konkel  
D LIBRARY  
T 425 FAWELL BLVD  
O GLEN ELLYN, IL 60137

S IBI  
H COLLEGE OF DUPAGE  
I Hd of Tech Serv - M Konkel  
P LIBRARY  
T 425 FAWELL BLVD  
O GLEN ELLYN, IL 60137

NET DUE 12.26

konkel@cod.edu

TERMS	Net 60	DUE DATE	1/5/2026	PO NUMBER		
ITEM ID		UNITS		QTY	UNIT PRICE	EXTENSION
2000044		EACH		1.0000	12.0000	12.00
IFM Debits						
Billing period 10/1/2025 - 10/31/2025						
2000047		EACH		1.0000	0.2600	0.26
IFM Administration Fee						
Billing period 10/1/2025 - 10/31/2025						

IHLS is the fiscal agent for ILLINET/OCLC and E-Resources.  
To view your ILLINET/OCLC account online, go to: <http://www.illinetoclc.info>  
Contact email for ILLINET/OCLC and/or E-Resources at [ihls-oclcaccounts@illinoisheartland.org](mailto:ihls-oclcaccounts@illinoisheartland.org)

**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  
Email: [bradys310@cod.edu](mailto:bradys310@cod.edu)



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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

"Konkel, Mary" <konkel@cod.edu>

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**InterLibrary Loan Charges October 2025 is ready for payment**

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"Konkel, Mary" <konkel@cod.edu>

Thu, Nov 6, 2025 at 06:56 PM UTC

CC:

BCC:

The attached invoice for InterLibrary Loan Charges October 2025 is ready for payment and Authorization for Library to Submit invoices is attached.

Thank you,

MARY

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**Mary S. Konkel**

Professor

Head of Technical Services

College of DuPage Library SRC 2034A

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Glen Ellyn, IL 60137-6599

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<https://library.cod.edu>

*You have brains in your head. You have feet in your shoes. You can steer yourself any direction you choose / Dr. Seuss*

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**1 attachment**

InterLibrary Loan Charges October 2025 and Authorization.pdf