

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1442509

Vendor Name: Yankee Book Peddler, Inc

Invoice Number: 734969

Invoice Date: 01/20/21

PO Number: B0370381

Check Number: E0083127

Check Amount: \$ 1,615.28

Check Date: 01/27/2021

Department ID: 15240

Reviewer Name:

Voucher Number: V0658591

Redaction Type: None

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

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

734969

46

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

1-20-21 BO # 370381

INVOICE DATE	TERMS	DUE DATE	CUSTOMER ORDER NUMBER				CUSTOMER NUMBER		
1/20/21	net 30	2/19/21	E-BOOK ORDERS				1256-50		
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
EBSCOhost									
2		IBN AL-QA	9780486143408		D	19.95	.0%	19.95	39.90
1U		DAMASCUS CHRONICLE OF THE CRUSADES: EXTRACTED						NON-RETURNABLE	
1		COEN, JEF	9781641602822		HV	14.99	.0%	14.99	14.99
1U		MURDER IN CANARYVILLE: THE TRUE STORY BEHIND A						NON-RETURNABLE	
1	/NR	CHIES, ST	9781284184341		RA	209.15	.0%	209.15	209.15
3U		PRATT'S LONG-TERM CARE: MANAGING ACROSS THE						NON-RETURNABLE	
<div>INVOICE REVIEWED</div> <div>OKAY TO PAY</div> <div>JULIE TAYLOR 01/20/21</div>									
<div>APPROVED</div> <div>01/20/21 - JENNIFER MCINTOSH</div>									

4	* Service fee added, short or no discount	Original	695-03	Sub Total	264.04
TOTQTY	from publisher	Freight Surcharge	.00	Total US\$	264.04
		GST/Tax	.00		

LLM

From: Miller, Larisa <millerl@cod.edu>
Sent: Wed Jan 20 09:10:07 CST 2021
To: invoicing@cod.edu
CC:
Subject: BO # 370381 Yankee Book Peddler Invoice # 734969

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

[attachment: Authorization for Library to Submit Invoices - Scott Brady 01-07-2021.pdf]
[attachment: ybp invoice 734969.pdf]

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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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,

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

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Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 720902
Invoice Date: 01/08/21
PO Number: B0370381
Check Number: E0083127
Check Amount: \$ 1,615.28
Check Date: 01/27/2021
Department ID: 15240
Reviewer Name: Julie Taylor
Voucher Number: V0658615
Redaction Type: None
Document Type: AP Invoice

Document Below

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720902

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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

1-19-21 BO # 370381

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER			CUSTOMER NUMBER	
1/08/21	net 30	2/07/21					FIRM ORDER			1256-10	
QUANTITY	PURCHASE ORDER #		AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT	
1			CERULEAN, 9780820357379 BURT-NICH QL				24.95	19.0%	20.21	20.21	
	I HAVE BEEN ASSIGNED THE SINGLE BIRD: A										
1			BEST, SUS 9781472529787 TR				100.00	19.0%	81.00	81.00	
	REPARATIVE AESTHETICS: WITNESSING IN CONTEMPOR										
1			FORD, BRI 9780008311070 BURT-NICH QE				29.99	19.0%	24.29	24.29	
	TOO BIG TO WALK: THE NEW SCIENCE OF DINOSAURS.										
<div>INVOICE REVIEWED OKAY TO PAY JULIE TAYLOR 01/20/21 01/20/21 - JENNIFER MCINTOSH</div>											
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3	* Service fee added, short or no discount	Original	576-69	Sub Total	LLM	125.50
TOTQTY	from publisher	Freight Surcharge	.00	GST/Tax	.00	Total US\$ 125.50

From: Miller, Larisa <millerl@cod.edu>
Sent: Wed Jan 20 14:09:20 CST 2021
To: invoicing@cod.edu
CC:
Subject: BO # 370381 Yankee Book Peddler Invoice # 720902

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

[attachment: Authorization for Library to Submit Invoices - Scott Brady 01-07-2021.pdf]
[attachment: ybp invoice 720902.pdf]

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,

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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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Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 713961
Invoice Date: 01/11/21
PO Number: B0370381
Check Number: E0083127
Check Amount: \$ 1,615.28
Check Date: 01/27/2021
Department ID: 15240
Reviewer Name: Julie Taylor
Voucher Number: V0658616
Redaction Type: None
Document Type: AP Invoice

Document Below

Contoocook, NH 03229

A service of YBP, Inc. FEIN 02-0302143

INVOICE	713961
NUMBER	

1-19-21 BO # 370381

INVOICE DATE	TERMS	DUE DATE				CUSTOMER ORDER NUMBER			CUSTOMER NUMBER	
1/11/21	net 30	2/10/21				FIRM ORDER			1256-10	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT	
1	HECHT, BE 9780300251791 PS					25.00	19.0%	20.25	20.25	
	CHILD OF THE CENTURY.									
1	KELSEY, R 9780674744004 TR					32.95	19.0%	26.69	26.69	
	PHOTOGRAPHY AND THE ART OF CHANCE.									
1	KARNAUSKA 9781108423861 BURT-NICH GC					64.99	19.0%	52.64	52.64	
	PHYSICAL OCEANOGRAPHY AND CLIMATE.									

**INVOICE REVIEWED
OKAY TO PAY**

JULIE TAYLOR 01/20/2020
APPROVED

01/20/21 - JENNIFER MCINTOSH

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****          Container IDs in this shipment
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**** 000004685734
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****          ****          ****          ****          ****          ****          ****          ****
****          ****          ****          ****          ****          ****          ****          ****

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3	* Service fee added,short or no discount	Original	518-38			Sub Total	LLM	99.58
TOTOTY	from publisher	Freight Surchage	.00	GST/Tax	.00	Total US\$		99.58

From: Miller, Larisa <millerl@cod.edu>
Sent: Wed Jan 20 14:10:13 CST 2021
To: invoicing@cod.edu
CC:
Subject: BO # 370381 Yankee Book Peddler Invoice # 713961

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

[attachment: ybp invoice 713961.pdf]

[attachment: Authorization for Library to Submit Invoices - Scott Brady 01-07-2021.pdf]

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To: [McIntosh, Jennifer](#)
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Subject: RE: Vendor Invoicing Procedures
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Voucher Number: V0658618
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1-19-21 BO # 370381

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QUANTITY	PURCHASE ORDER #		AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT	
1	Perkins		HU, XIAOC	9781793607843		HV	95.00	19.0%	76.95	76.95	
	ELECTRONIC COMMUNITY-ORIENTED POLICING: THEORI										
1	Perkins			9781498540926		HV	39.99	19.0%	32.39	32.39	
	RACE, EDUCATION, AND REINTEGRATING FORMERLY										

INVOICE REVIEWED
OKAY TO PAY

JULIE TAYLOR 01/20/21
APPROVED

01/20/21 - JENNIFER MCINTOSH

***</

INVOICE REVIEWED
OKAY TO PAY

JULIE TAYLOR 01/20/21
APPROVED

01/20/21 - JENNIFER MCINTOSH

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 *** Container IDs in this shipment ***

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2 * Service fee added, short or no discount Original 486-11 Sub Total 109.34
 TOTQTY from publisher Freight Surcharge .00 GST/Tax .00 Total US\$ LLM 109.34

From: Miller, Larisa <millerl@cod.edu>
Sent: Wed Jan 20 14:11:01 CST 2021
To: invoicing@cod.edu
CC:
Subject: BO # 370381 Yankee Book Peddler Invoice # 711090

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

[attachment: ybp invoice 711090.pdf]

[attachment: Authorization for Library to Submit Invoices - Scott Brady 01-07-2021.pdf]

From: [Brady, Scott](#)
To: [McIntosh, Jennifer](#)
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Date: Thursday, January 7, 2021 2:57:04 PM
Attachments: [image001.png](#)
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Cc: Hunnicutt, Marianne <hunnicut@cod.edu>; Stock, Lisa <stockl@cod.edu>
Subject: RE: Vendor Invoicing Procedures

Hi Scott,

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Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 726546
Invoice Date: 01/13/21
PO Number: B0370381
Check Number: E0083127
Check Amount: \$ 1,615.28
Check Date: 01/27/2021
Department ID: 15240
Reviewer Name: Julie Taylor
Voucher Number: V0658629
Redaction Type: None
Document Type: AP Invoice

Document Below

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Contoocook, NH 03229

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1% Finance Charge per 30 days past duePlease refer to invoice number
below when writing or remitting.INVOICE
NUMBER

726546

46

PAGE 1

SOLD COLLEGE OF DUPAGE
TO: LIBRARY SCR 2034
PRINT ACQUISITIONS
425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137 6599SHIP COLLEGE OF DUPAGE
TO: LIBRARY SCR 2034
Attn: LARISA L. MILLER
PRINT ACQUISITIONS
425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137-6599

1-19-21 BO # 370381

INVOICE DATE	TERMS	DUE DATE	CUSTOMER ORDER NUMBER				CUSTOMER NUMBER		
1/13/21	net 30	2/12/21	RUSH DROPSHIP				1256-02		
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
4		WESTOVER, 0399590501			CT	28.00	10.0%	25.20	100.80
	EDUCATED: A MEMOIR.								
1	/ID	OBAMA, BA 1524763160			E	45.00	10.0%	40.50	40.50
	PROMISED LAND.								

INVOICE REVIEWED

OKAY TO PAY

~~JULIE TAYLOR 01/20/21~~

APPROVED

01/20/21 - JENNIFER MCINTOSH

Rush Shipment

Books Shipped Separately

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OKAY TO PAY

JULIE TAYLOR 01/20/21
APPROVED

01/20/21 - JENNIFER MCINTOSH

Rush Shipment

Books Shipped Separately

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invoice by email. Print books will still ship with
a hardcopy invoice. Please contact your Customer
Service Bibliographer for more information.

Contoocook, NH 03229

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5	* Service fee added,short or no discount	Original	624-05			Sub Total	141.30
TOTOTY	from publisher	Freight Surcharge	.00	GST/Tax	.00	Total US\$	LLM 141.30

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

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

From: Miller, Larisa <millerl@cod.edu>
Sent: Wed Jan 20 14:11:29 CST 2021
To: invoicing@cod.edu
CC:
Subject: BO # 370381 Yankee Book Peddler Invoice # 726546

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

[attachment: ybp invoice 726546.pdf]

[attachment: Authorization for Library to Submit Invoices - Scott Brady 01-07-2021.pdf]

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 737120
Invoice Date: 01/21/21
PO Number: B0370381
Check Number: E0083127
Check Amount: \$ 1,615.28
Check Date: 01/27/2021
Department ID: 15240
Reviewer Name: Julie Taylor
Voucher Number: V0658649
Redaction Type: None
Document Type: AP Invoice

Document Below

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1% Finance Charge per 30 days past duePlease refer to invoice number
below when writing or remitting.INVOICE
NUMBER 737120

46

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

1-21-21 BO # 370381

INVOICE DATE	TERMS	DUE DATE	CUSTOMER ORDER NUMBER				CUSTOMER NUMBER		
1/21/21	net 30	2/20/21	E-BOOK ORDERS				1256-50		
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
EBSCOhost									
1		LIMNANDER 9781982140434		HF		60.00	.0%	60.00	60.00
1U		BECOMING AN EVENT PLANNER.					NON-RETURNABLE		
<div> INVOICE REVIEWED OKAY TO PAY JULIE TAYLOR 01/21/21 </div>									
<div> APPROVED 01/21/21 - JENNIFER MCINTOSH </div>									

1	* Service fee added, short or no discount	Original	713-68	Sub Total	60.00
TOTQTY	from publisher	Freight Surcharge	.00	Total US\$	60.00
		GST/Tax	.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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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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From: Miller, Larisa <millerl@cod.edu>
Sent: Thu Jan 21 09:30:53 CST 2021
To: invoicing@cod.edu
CC:
Subject: BO # 370381 Yankee Book Peddler Invoice # 737120

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

[attachment: ybp invoice 737120.pdf]

[attachment: Authorization for Library to Submit Invoices - Scott Brady 01-07-2021.pdf]

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 741142
Invoice Date: 01/23/21
PO Number: B0370381
Check Number: E0083127
Check Amount: \$ 1,615.28
Check Date: 01/27/2021
Department ID: 15240
Reviewer Name: Julie Taylor
Voucher Number: V0658762
Redaction Type: None
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

741142

46

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

1-25-21 BO # 370381

INVOICE DATE	TERMS	DUE DATE	CUSTOMER ORDER NUMBER				CUSTOMER NUMBER		
1/23/21	net 30	2/22/21	E-BOOK ORDERS				1256-50		
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
EBSCOhost									
1		WISE, TIM	9780872868373		E	35.90	.0%	35.90	35.90
UU		DISPATCHES FROM THE RACE WAR.						NON-RETURNABLE	
1		SUZANNE,	9781935071730		HQ	7.49	.0%	7.49	7.49
UU		FLIPSIDE OF FEMINISM: WHAT CONSERVATIVE WOMEN						NON-RETURNABLE	
1		JENSEN, R	9780872868410			19.98	.0%	19.98	19.98
UU		HEART OF WHITENESS : CONFRONTING RACE, RACISM						NON-RETURNABLE	
1		BROWN, AD	9781849353274		HQ	19.99	.0%	19.99	19.99
1U		PLEASURE ACTIVISM: THE POLITICS OF FEELING GOO						NON-RETURNABLE	
1			9781440851636		HQ	48.00	.0%	48.00	48.00
1U		RIGHT WOMEN: REPUBLICAN PARTY ACTIVISTS,						NON-RETURNABLE	

INVOICE REVIEWED
OKAY TO PAY

JULIE TAYLOR 01/25/21
APPROVED

01/25/21 - JENNIFER MCINTOSH

5 * Service fee added, short or no discount Original 751-75 Sub Total 131.36
TOTQTY from publisher Freight Surcharge .00 GST/Tax .00 Total US\$ LLM 131.36

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,

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Email: bradys310@cod.edu



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Cc: Hunnicutt, Marianne <hunnicut@cod.edu>; Stock, Lisa <stockl@cod.edu>
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From: Miller, Larisa <millerl@cod.edu>
Sent: Mon Jan 25 09:13:27 CST 2021
To: invoicing@cod.edu
CC:
Subject: BO # 370381 Yankee Book Peddler Invoice # 741142

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

[attachment: ybp invoice 741142.pdf]

[attachment: Authorization for Library to Submit Invoices - Scott Brady 01-07-2021.pdf]

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 741143
Invoice Date: 01/23/21
PO Number: B0370381
Check Number: E0083127
Check Amount: \$ 1,615.28
Check Date: 01/27/2021
Department ID: 15240
Reviewer Name: Julie Taylor
Voucher Number: V0658763
Redaction Type: None
Document Type: AP Invoice

Document Below

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1% Finance Charge per 30 days past duePlease refer to invoice number
below when writing or remitting.INVOICE
NUMBER

741143

46

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

1-25-21 BO # 370381

INVOICE DATE	TERMS	DUE DATE				CUSTOMER ORDER NUMBER		CUSTOMER NUMBER	
1/23/21	net 30	2/22/21				E-BOOK ORDERS		1256-50	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
	PROQUEST EBOOK CENTRAL								
1		GOLDBLATT	9780822987659		LC	75.00	.0%	75.00	75.00
UA		LITERACY AS CONVERSATION: LEARNING NETWORKS IN				NON-RETURNABLE			
1	/NR	COSTA, KA	9781642670868		LB	187.50	.0%	187.50	187.50
UA		99 TIPS FOR CREATING SIMPLE AND SUSTAINABLE				NON-RETURNABLE			
<div>INVOICE REVIEWED OKAY TO PAY JULIE TAYLOR 01/25/21 APPROVED 01/25/21 - JENNIFER MCINTOSH</div>									

INVOICE REVIEWED
OKAY TO PAY

JULIE TAYLOR 01/25/21
APPROVED

01/25/21 - JENNIFER MCINTOSH

2 * Service fee added, short or no discount Original 751-76 Sub Total 262.50
TOTQTY from publisher Freight Surcharge .00 GST/Tax .00 Total US\$ LLM 262.50

From: Miller, Larisa <millerl@cod.edu>
Sent: Mon Jan 25 09:14:55 CST 2021
To: invoicing@cod.edu
CC:
Subject: BO # 370381 Yankee Book Peddler Invoice # 741143

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

[attachment: Authorization for Library to Submit Invoices - Scott Brady 01-07-2021.pdf]
[attachment: ybp invoice 741143.pdf]

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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Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 731466
Invoice Date: 01/19/21
PO Number: B0370381
Check Number: E0083127
Check Amount: \$ 1,615.28
Check Date: 01/27/2021
Department ID: 15240
Reviewer Name: Julie Taylor
Voucher Number: V0658814
Redaction Type: None
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
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NUMBER

731466

PAGE 1

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

1-25-21 BO # 370381

INVOICE DATE	TERMS	DUE DATE		CUSTOMER ORDER NUMBER				CUSTOMER NUMBER	
1/19/21	net 30	2/18/21		FIRM ORDER				1256-10	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
1		GLUCK, LO 9780374299552 .				PS	24.00	19.0%	19.44
		AMERICAN ORIGINALITY: ESSAYS ON POETRY.							19.44
<div>INVOICE REVIEWED OKAY TO PAY JULIE TAYLOR 01/25/21 APPROVED 01/26/21 - JENNIFER MCINTOSH</div>									

1	* Service fee added, short or no discount	Original	657-52	Sub Total	LLM	19.44
TOTQTY	from publisher	Freight Surcharge	.00	GST/Tax	.00	Total US\$
						19.44

From: Miller, Larisa <millerl@cod.edu>
Sent: Mon Jan 25 13:40:42 CST 2021
To: invoicing@cod.edu
CC:
Subject: BO # 370381 Yankee Book Peddler Invoice # 731466

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

[attachment: Authorization for Library to Submit Invoices - Scott Brady 01-07-2021.pdf]
[attachment: ybp invoice 731466.pdf]

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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Glen Ellyn, IL 60137-6599
Direct: 630.942.2219
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From: McIntosh, Jennifer <mcintoshj144@cod.edu>
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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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Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 730274
Invoice Date: 01/15/21
PO Number: B0370381
Check Number: E0083127
Check Amount: \$ 1,615.28
Check Date: 01/27/2021
Department ID: 15240
Reviewer Name: Julie Taylor
Voucher Number: V0658816
Redaction Type: None
Document Type: AP Invoice

Document Below

4	* Service fee added,short or no discount	Original	657-51			Sub Total	LLM	141.53
TOTOTY	from publisher	Freight Surchage	.00	GST/Tax	.00	Total US\$		141.53

From: Miller, Larisa <millerl@cod.edu>
Sent: Mon Jan 25 13:41:11 CST 2021
To: invoicing@cod.edu
CC:
Subject: BO # 370381 Yankee Book Peddler Invoice # 730274

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

[attachment: ybp invoice 730274.pdf]

[attachment: Authorization for Library to Submit Invoices - Scott Brady 01-07-2021.pdf]

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

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

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 711091
Invoice Date: 01/08/21
PO Number: B0370381
Check Number: E0083127
Check Amount: \$ 1,615.28
Check Date: 01/27/2021
Department ID: 15240
Reviewer Name: Julie Taylor
Voucher Number: V0658817
Redaction Type: None
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

711091

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

1-25-21 BO # 370381

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER		CUSTOMER NUMBER	
1/08/21	net 30	2/07/21					FIRM ORDER		1256-10	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT	
1		SHELLENBE 9780063001695 BURT-NICH GE				29.99	19.0%	24.29	24.29	
		APOCALYPSE NEVER: WHY ENVIRONMENTAL ALARMISM								
1		WILLES, M 9781851245130 BURT-NICH QK				40.00	19.0%	32.40	32.40	
		DOMESTIC HERBAL: PLANTS FOR THE HOME IN THE								
<div><div>INVOICE REVIEWED</div><div>OKAY TO PAY</div><div>JULIE TAYLOR 01/25/21</div><div>APPROVED</div><div>01/26/21 - JENNIFER MCINTOSH</div></div>										

2	* Service fee added, short or no discount	Original	486-13	Sub Total	56.69
TOTQTY	from publisher	Freight Surcharge	.00	Total US\$	56.69
		GST/Tax	.00	LLM	

From: Miller, Larisa <millerl@cod.edu>
Sent: Mon Jan 25 13:41:30 CST 2021
To: invoicing@cod.edu
CC:
Subject: BO # 370381 Yankee Book Peddler Invoice # 711091

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

[attachment: ybp invoice 711091.pdf]

[attachment: Authorization for Library to Submit Invoices - Scott Brady 01-07-2021.pdf]

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1-26-21 BO # 370381

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1/26/21	net 30	2/25/21	E-BOOK ORDERS				1256-50		
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
EBSCOhost									
3		THOMAS, D	9780735224025		HD	68.00	.0%	68.00	204.00
1U		FASHIONOPOLIS: THE PRICE OF FAST FASHION--AND					NON-RETURNABLE		
<div>INVOICE REVIEWED</div> <div>OKAY TO PAY</div> <div>JULIE TAYLOR 01/26/21</div> <div>APPROVED</div> <div>01/26/21 - JENNIFER MCINTOSH</div>									

3	* Service fee added, short or no discount	Original	767-51	Sub Total	204.00
TOTQTY	from publisher	Freight Surcharge	.00	Total US\$	LLM 204.00
			GST/Tax	.00	

From: Miller, Larisa <millerl@cod.edu>
Sent: Tue Jan 26 07:38:30 CST 2021
To: invoicing@cod.edu
CC:
Subject: BO # 370381 Yankee Book Peddler Invoice # 743237

Larisa Miller

Supervisor – Acquisitions
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SRC 2034
Glen Ellyn, IL 60137
630.942.3664 (v)
630.942-4646 (f)
millerl@cod.edu

[attachment: ybp invoice 743237.pdf]