

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1084515
Vendor Name: Foundation Center
Invoice Number: I-0000168762
Invoice Date: 02/24/21
PO Number: P0373297
Check Number: E0084255
Check Amount: \$ 2,995.00
Check Date: 04/21/2021
Department ID: 15240
Reviewer Name: Julie Taylor
Voucher Number: V0672376
Redaction Type: None
Document Type: AP Invoice

Document Below

Candid.

32 Old Slip, 24th Floor
New York, NY 10005-3500

PO 373297

msk 4/13/2021

Invoice

Invoice Date:
2/24/2021

Bill To:

College Of DuPage Library
Philanthropy Center Student Resource Center
Glen Ellyn, Illinois
60137
United States

I-0000168762

Due Date: 3/5/2021

Item	Price
Funding Information Network renewal (one year period: 3/5/2021 - 3/5/2022)	\$2995.00

APPROVED	Subtotal	\$2,995.00
04/14/21 - JENNIFER MCINTOSH	Sales Tax	\$0.00
	Total	\$2,995.00

INVOICE REVIEWED

OKAY TO PAY

Candid

Attachment Slip
JULIE TAYLOR 04/13/21

Customer: College of DuPage

Invoice #: I-0000168762

Amount Due: \$2,995

Amount Paid:

If you would like to pay by credit card, please email networkmail@candid.org

Make Checks Payable To

Candid
32 Old Slip, 24th Floor
New York, NY 10005
Tax ID # 131837418

From: Konkel, Mary <konkel@cod.edu>
Sent: Tue Apr 13 08:53:12 CDT 2021
To: invoicing@cod.edu
CC: taylorj410@cod.edu
Subject: FIN Membership Invoice Ready for Payment

Attached is the FIN Membership FY21 Renewal Invoice from Candid ready for payment. Also attached is Scott Brady's authorization for Library invoice submission.

Thank you,

MARY

=====

Mary S. Konkel

Professor

Head of Technical Services

OCLC Global Council Delegate for the Americas Regional Council (ARC)

College of DuPage Library SRC 2034A

425 Fawell Blvd.

Glen Ellyn, IL 60137-6599

Voice: 630-942-2662

Fax: 630-942-4646

E-mail: konkel@cod.edu

<https://library.cod.edu>

Difficult is done at once, the impossible takes a little longer / late 19th century proverb attributed to French statesman
Charles Alexandre de Calonne

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

[attachment: FIN Membership Foundation Center FY21.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