

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 968634
Invoice Date: 08/04/21
PO Number: B0000217
Check Number: E0085991
Check Amount: \$ 1,978.00
Check Date: 08/17/2021
Department ID: 15240
Reviewer Name: Julie Taylor
Voucher Number: V0694069
Redaction Type: None
Document Type: AP Invoice

Document Below

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999 Maple St.

Contoocook, NH 03229

GOBI

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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 due

Please refer to invoice number
below when writing or remitting.

INVOICE
NUMBER

968634

46

PAGE 1

SOLD COLLEGE OF DUPAGE

SHIP COLLEGE OF DUPAGE

TO: LIBRARY SCR 2034

8/10/21 BO # 0000217

TO: LIBRARY SCR 2034

PRINT ACQUISITIONS

Attn: LARISA L. MILLER

425 FAWELL BOULEVARD

PRINT ACQUISITIONS

GLEN ELLYN, IL 60137 6599

425 FAWELL BOULEVARD

GLEN ELLYN, IL 60137-6599

INVOICE DATE	TERMS	DUE DATE	CUSTOMER ORDER NUMBER				CUSTOMER NUMBER		
8/04/21	net 30	9/03/21	RUSH DROPSHIP				1256-02		
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
1		TAIN, LIN	1501322982		TT	120.00	10.0%	108.00	108.00
		PORTFOLIO PRESENTATION FOR FASHION DESIGNERS.							
1		TORTORA,	1501337408		GT	120.00	10.0%	108.00	108.00
		SURVEY OF HISTORIC COSTUME.							

INVOICE REVIEW

OKAY TO PA

JULIE TAYLOR O
APPROVED

08/16/21 - JENNIFER MCINTOSH

Rush Shipment

Books Shipped Separately

YBP is pleased to offer the option to receive this
invoice by email. Print books will still ship with
a hardcopy invoice. Please contact your Customer
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* Service fee added, short or no discount Original
from publisher

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1% Finance Charge per 30 days past due

968634

PAGE 2

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

2	* Service fee added,short or no discount	Original	674-22			Sub Total	216.00
TOTQTY	from publisher	Freight Surchage	.00	GST/Tax	.00	Total US\$	LLM 216.00

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](#)

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.

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From: Miller, Larisa <millerl@cod.edu>
Sent: Tue Aug 10 09:49:30 CDT 2021
To: invoicing@cod.edu
CC:
Subject: BO # 0000217 Yankee Book Peddler Invoice # 986634

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 968634.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: 970522
Invoice Date: 08/06/21
PO Number: B0000217
Check Number: E0085991
Check Amount: \$ 1,978.00
Check Date: 08/17/2021
Department ID: 15240
Reviewer Name: Julie Taylor
Voucher Number: V0694070
Redaction Type: None
Document Type: AP Invoice

Document Below

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NUMBER

970522

PAGE 1

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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

8/10/21 BO # 0000217

INVOICE DATE	TERMS	DUE DATE				CUSTOMER ORDER NUMBER		CUSTOMER NUMBER	
8/06/21	net 30	9/05/21				FIRM ORDER		1256-10	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
1		9780323625395 SMITH		RM		299.99	19.0%	242.99	242.99
		BRADDOM'S PHYSICAL MEDICINE AND REHABILITATION							
1		PERRY, AN 9780323708630 SMITH		RT		122.99	19.0%	99.62	99.62
		CLINICAL NURSING SKILLS & TECHNIQUES.							
1		9781260440669 SMITH		RM		90.00	19.0%	72.90	72.90
		COMMUNICATING CLINICAL DECISION-MAKING THROUGH							
1		URDEN, LI 9780323642958 SMITH		RT		131.99	19.0%	106.91	106.91
		CRITICAL CARE NURSING: DIAGNOSIS AND MANAGEMEN							
1		KIISEL, K 9781786272317		TT		85.00	19.0%	68.85	68.85
		DRAPING: THE COMPLETE COURSE.							
1		MOELLER, 9781982134259 SMITH		RA		24.99	19.0%	20.24	20.24
		GET WHAT'S YOURS FOR HEALTH CARE: HOW TO GET T							
1		9780323673556 SMITH		RB		136.99	19.0%	110.96	110.96
		GOODMAN AND FULLER'S PATHOLOGY: IMPLICATIONS F							
1		9780323673556 SMITH		RA		23.48	19.0%	23.48	23.48
		HOSPITAL: LIFE, DEATH, AND COLLARS IN A MODEL							
1		FARNAM, S 9781501360040		TT		119.00	19.0%	89.10	89.10
		IN FASHION: BUNDLE BOOK + AUDIO ACCESS CARD.							
1		9781787751873 SMITH		RB		35.00	19.0%	28.35	28.35
		INNOVATIVE PERCUSSIVE DYSCHORDIA							
1		NORWOOD, 9781531013318 SMITH		R		45.00	19.0%	36.45	36.45
		MAINTENANCE OF LIFE: PREVENTING SOCIAL DEATH							
1		SHILLAND, 9780323733360 SMITH		RB		92.95	19.0%	75.29	75.29
		MEDICAL TERMINOLOGY & ANATOMY FOR CODING							
1		SNYDER, T 9780593238899 SMITH		RA		12.00	19.0%	9.72	9.72
		OUR MALADY: LESSONS IN LIBERTY FROM A HOSPITAL							
1		WHITE, TR 9780316492508 SMITH		RB		28.00	19.0%	22.68	22.68
		PUZZLE SOLVER: A SCIENTIST'S DESPERATE QUEST T							
1		9781626232563 SMITH		RC		74.99	.0%	74.99	74.99
		RADCASES PLUS NUCLEAR MEDICINE; ED. BY DANIEL							

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below when writing or remitting.INVOICE
NUMBER

970522

PAGE 2

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

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER			CUSTOMER NUMBER	
8/06/21	net 30	9/05/21					FIRM ORDER			1256-10	
QUANTITY	PURCHASE ORDER #		AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT	
1			ABEL, EMI 9781469661780 SMITH			RB	95.00	19.0%	76.95	76.95	
			SICK AND TIRED: AN INTIMATE HISTORY OF FATIGUE								
1			DE JONG, 9780323597388 SMITH			RC	125.00	19.0%	101.25	101.25	
			SONOGRAPHY SCANNING: PRINCIPLES AND PROTOCOLS.								
1			CURRY, RE 9780323661355 SMITH			RC	165.00	19.0%	133.65	133.65	
			SONOGRAPHY: INTRODUCTION TO NORMAL STRUCTURE A								
1			YASMIN, S 9781421440408 SMITH			R	24.95	19.0%	20.21	20.21	
			VIRAL BS: MEDICAL MYTHS AND WHY WE FALL FOR TH								
1	/ID		PEGLER, M 9781501315299			HF	115.00	19.0%	93.15	93.15	
			VISUAL MERCHANDISING AND DISPLAY.								
1			BARKLEY, 9781462544448 SMITH			RJ	57.00	19.0%	46.17	46.17	
			12 PRINCIPLES FOR RAISING A CHILD WITH ADHD.								

21	* Service fee added, short or no discount	Original	689-31	Sub Total	LLM 1,553.91
TOTQTY	from publisher	Freight Surcharge	.00 GST/Tax	Total US\$	1,553.91

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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SRC 2130L
Glen Ellyn, IL 60137-6599
Direct: 630.942.2219
Email: bradys310@cod.edu



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Subject: RE: Vendor Invoicing Procedures

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From: Miller, Larisa <millerl@cod.edu>
Sent: Tue Aug 10 09:48:36 CDT 2021
To: invoicing@cod.edu
CC:
Subject: BO # 0000217 Yankee Book Peddler Invoice # 970522

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 970522.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: 972589
Invoice Date: 08/09/21
PO Number: B0000217
Check Number: E0085991
Check Amount: \$ 1,978.00
Check Date: 08/17/2021
Department ID: 15240
Reviewer Name: Julie Taylor
Voucher Number: V0694071
Redaction Type: None
Document Type: AP Invoice

Document Below

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972589

PAGE 1

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425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137-6599SHIP COLLEGE OF DUPAGE
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425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137-6599

8/10/21 BO # 0000217

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER			CUSTOMER NUMBER	
8/09/21	net 30	9/08/21					STANDING ORDERS			1256-80	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT		
1		SPENCER, 9781598536867			PS	40.00	11.0%	35.60	35.60		
		NOVELS & STORIES: THE VOICE AT THE BACK DOOR/T									
		Ser: LIBRARY OF AMERICA.						V. 344			
1		HENRY, O. 9781598536904			PS	35.00	11.0%	31.15	31.15		
		O. HENRY: 101 STORIES; ED. BY BEN YAGODA.									
		Ser: LIBRARY OF AMERICA.						V. 345			

INVOICE REVIEWED

OKAY TO PAY

JULIE TAYLOR

APPROVED

08/16/21 - JENNIFER MCINTOSH

Standing orders are NONRETURNABLE.

For questions about this invoice,
please call Customer Service.

INVOICE REVIEW
OKAY TO PAY

JULIE TAYLOR 08

APPROVED

08/16/21 - JENNIFER MCINTOSH

~~Standing orders are NONRETURNABLE.~~For questions about this invoice,
please call Customer Service.

*** *** *** *** *** *** *** *** *** *** *** *** *** ***

*** Container IDs in this shipment ***

*** 000004766851 ***

*** *** *** *** *** *** *** *** *** *** *** *** ***

2	* Service fee added, short or no discount	Original	698-93	Sub Total	LLM	66.75
TOTQTY	from publisher	Freight Surcharge	.00	GST/Tax	Total US\$	66.75

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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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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From: Miller, Larisa <millerl@cod.edu>
Sent: Tue Aug 10 09:48:15 CDT 2021
To: invoicing@cod.edu
CC:
Subject: BO # 0000217 Yankee Book Peddler Invoice # 972589

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 972589.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: 968655
Invoice Date: 08/04/21
PO Number: B0000217
Check Number: E0085991
Check Amount: \$ 1,978.00
Check Date: 08/17/2021
Department ID: 15240
Reviewer Name: Julie Taylor
Voucher Number: V0694072
Redaction Type: None
Document Type: AP Invoice

Document Below

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INVOICE
NUMBER 968655

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PAGE 1

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8/10/21 BO # 0000217

TO: LIBRARY SCR 2034

PRINT ACQUISITIONS

Attn: LARISA L. MILLER

425 FAWELL BOULEVARD

PRINT ACQUISITIONS

GLEN ELLYN, IL 60137 6599

425 FAWELL BOULEVARD

GLEN ELLYN, IL 60137-6599

INVOICE DATE	TERMS	DUE DATE				CUSTOMER ORDER NUMBER		CUSTOMER NUMBER	
8/04/21	net 30	9/03/21				RUSH DROPSHIP		1256-02	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
2			1620364166		LC	38.50	10.0%	34.65	69.30
MULTICULTURALISM ON CAMPUS: THEORY, MODELS, AN									

INVOICE REVIEW

OKAY TO PAY

JULIE TAYLOR 08

APPROVED

08/16/21 - JENNIFER MCINTOSH

Rush Shipment

Books Shipped Separately

YBP is pleased to offer the option to receive this
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a hardcopy invoice. Please contact your Customer
Service Bibliographer for more information.

Contoocook, NH 03229

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2	* Service fee added,short or no discount	Original	674-24			Sub Total	LLM 69.30
TOTOTY	from publisher	Freight Surcharge	.00	GST/Tax	.00	Total US\$	69.30

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To: [McIntosh, Jennifer](#)
Cc: [Hunnicutt, 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

Hi Scott,

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From: Miller, Larisa <millerl@cod.edu>
Sent: Tue Aug 10 09:49:03 CDT 2021
To: invoicing@cod.edu
CC:
Subject: BO # 0000217 Yankee Book Peddler Invoice # 968655

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 968655.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: 971281
Invoice Date: 08/06/21
PO Number: B0000217
Check Number: E0085991
Check Amount: \$ 1,978.00
Check Date: 08/17/2021
Department ID: 15240
Reviewer Name: Julie Taylor
Voucher Number: V0694074
Redaction Type: None
Document Type: AP Invoice

Document Below

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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

971281

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

8/12/21 BO # 0000217

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER			CUSTOMER NUMBER	
8/06/21	net 30	9/05/21					FIRM ORDER			1256-10	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT		
1		9781108728713 SMITH				RA	64.99	19.0%	52.64	52.64	
		GLOBAL HEALTH: ETHICAL CHALLENGES; ED. BY SOLO									
1	/ID	RAKOW, DO 9781501702594 .				SB	23.95	19.0%	19.40	19.40	
		PUBLIC GARDENS AND LIVABLE CITIES: PARTNERSHIP									

INVOICE REVIEW
OKAY TO PAY
JULIE TAYLOR O
APPROVED
08/16/21 - JENNIFER MCINTOSH

INVOICE REVIEW

OKAY TO PAY

JULIE TAYLOR 08

APPROVED

08/16/21 - JENNIFER MCINTOSH

*** *** *** *** *** *** *** *** *** *** *** *** *** ***

*** Container IDs in this shipment ***

*** 000004766367 ***

*** *** *** *** *** *** *** *** *** *** *** *** ***

2 * Service fee added, short or no discount Original 689-32 Sub Total LLM 72.04

TOTQTY from publisher Freight Surcharge .00 GST/Tax .00 Total US\$ 72.04

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
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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: Thu Aug 12 10:35:28 CDT 2021
To: invoicing@cod.edu
CC:
Subject: BO # 0000217 Yankee Book Peddler Invoice # 971281

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 971281.pdf]

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