

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 295358
Invoice Date: 5/5/2022
PO Number: B0000217
Check Number: E0089642
Check Amount: \$ 738.42
Check Date: 05/10/2022
Voucher Number: V0738111
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**

295358

550

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

5/5/22 BO # 0000217

INVOICE DATE	TERMS	DUE DATE				CUSTOMER ORDER NUMBER	CUSTOMER NUMBER		
5/05/22	net 30	6/04/22				E-BOOK ORDERS	1256-50		
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
EBSCOhost BO 0000217									
1	BO 0000217	GARRIOTT, 9781523517848			HF	19.95	.0%	19.95	19.95
1U	GET THE JOB!: HOW TO CONQUER LINKEDIN AND OWN					NON-RETURNABLE			

1	* Service fee added short or no discount	Original	506-25			Sub Total	19.95
TOTQTY	from publisher	Freight Surcharge	.00	GST/Tax	.00	Total US\$	19.95

From: [Brady, Scott](#)
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](#)

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



Disclosure Statement:

Information in this transmission is intended only for the person(s) to whom it is addressed and may contain privileged and/or confidential information. If you are not the intended recipient, any disclosure, copying or dissemination of the information is unauthorized and you should delete/destroy all copies and notify the sender. No liability is accepted for any unauthorized use of the information contained in this transmission.

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

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

BO # 0000217 Yankee Book Peddler Invoice 295358

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

Thu, May 5, 2022 at 01:30 PM GMT

CC:

BCC:

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

1 attachment

ybp invoice 295358.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 262697
Invoice Date: 4/29/2022
PO Number: B0000217
Check Number: E0089642
Check Amount: \$ 738.42
Check Date: 05/10/2022
Voucher Number: V0738133
Document Type: AP Invoice

Document Below

RETURN BOOKS ONLY TO:

YBP Library Services

999 Maple St.

Conteocook, 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: 803 746-3102 800 258-3774
1% Finance Charge per 30 days past duePlease refer to invoice number
below when writing or remitting.**INVOICE
NUMBER**

262697

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

PAGE 1

5/4/22 BO # 0000217

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER	CUSTOMER NUMBER	
4/29/22	net 30	5/29/22					FIRM ORDER	1256-10	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
1	BO 0000217	JENKINS,	9780300260908	OREN I C	N	40.00	19.0%	32.40	32.40
		BLACK ARTISTS IN AMERICA: FROM THE GREAT							
1	BO 0000217	COLE, INA	9781913947590	OREN I C	N	60.00	19.0%	48.60	48.60
		FROM THE SCULPTOR'S STUDIO: CONVERSATIONS WITH							
1	BO 0000217		9780231204118		B	19.95	19.0%	16.16	16.16
		GREAT MINDS DON'T THINK ALIKE: DEBATES ON							
1	BO 0000217	LAWSON, M	9780735281271		PR	24.00	19.0%	19.44	19.44
		TOWN CALLED SOLACE.							
1	BO 0000217	LONGERICH	9780198834045	OREN I C	D	25.95	19.0%	21.02	21.02
		WANNSEE: THE ROAD TO THE FINAL SOLUTION; TRANS							
*** ** Container IDs in this shipment *** **									
*** 000004856898 ***									
*** ** *** **									

5	* Service fee added, short or no discount	Original	209-19	Sub Total	137.62
TOTQTY	from publisher	Freight Surcharge	2.06	Total US\$	139.68
		GST/Tax	.00		

From: [Brady, Scott](#)
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](#)

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



Disclosure Statement:

Information in this transmission is intended only for the person(s) to whom it is addressed and may contain privileged and/or confidential information. If you are not the intended recipient, any disclosure, copying or dissemination of the information is unauthorized and you should delete/destroy all copies and notify the sender. No liability is accepted for any unauthorized use of the information contained in this transmission.

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

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

BO # 0000217 Yankee Book Peddler Invoice 262697

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

Wed, May 4, 2022 at 03:10 PM GMT

CC:

BCC:

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

1 attachment

ybp invoice 262697.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 179859
Invoice Date: 5/2/2022
PO Number: B0000217
Check Number: E0089642
Check Amount: \$ 738.42
Check Date: 05/10/2022
Voucher Number: V0738185
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: 803 746-3102 800 258-3774
1% Finance Charge per 30 days past duePlease refer to invoice number
below when writing or remitting.**INVOICE
NUMBER**

179859

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

PAGE 1

5/2/22 BO # 0000217

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER		CUSTOMER NUMBER		
5/02/22	net 30	6/03/22					STANDING ORDERS		1256-80		
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT		
1			9780367684921		LB	160.00	11.0%	142.40	142.40		
WORLD YEARBOOK OF EDUCATION; 2022: EDUCATION, Ser: WORLD YEARBOOK OF EDUCATION. V. 2022											
Standing orders are NONRETURNABLE. For questions about this invoice, please call Customer Service.											
*** Container IDs in this shipment ***											
000004830045											

1	* Service fee added short or no discount	Original	499-17	Sub Total	142.40
TOTQTY	from publisher	Freight Surcharge	2.14	Total US\$	144.54
		GST/Tax	.00		

From: [Brady, Scott](#)
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](#)

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



Disclosure Statement:

Information in this transmission is intended only for the person(s) to whom it is addressed and may contain privileged and/or confidential information. If you are not the intended recipient, any disclosure, copying or dissemination of the information is unauthorized and you should delete/destroy all copies and notify the sender. No liability is accepted for any unauthorized use of the information contained in this transmission.

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

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

BO # 0000217 Yankee Book Peddler Invoice 179589

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

Mon, May 2, 2022 at 04:01 PM GMT

CC:

BCC:

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

1 attachment

ybp invoice 179859.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 288357
Invoice Date: 5/9/2022
PO Number: B0000217
Check Number: E0089642
Check Amount: \$ 738.42
Check Date: 05/10/2022
Voucher Number: V0738311
Document Type: AP Invoice

Document Below

RETURN BOOKS ONLY TO:

YBP Library Services

999 Maple St.

Conteocook, 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: 803 746-3102 800 258-3774
1% Finance Charge per 30 days past duePlease refer to invoice number
below when writing or remitting.**INVOICE
NUMBER****288357**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

PAGE 1

5/4/22 BO # 0000217

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER	CUSTOMER NUMBER		
4/29/22	net 30	5/29/22					FIRM ORDER	1256-10		
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT	
1	BO 0000217	YOUNGER,	9781538117705		RC	34.00	19.0%	27.54	27.54	
	AUTOIMMUNE BRAIN: A FIVE-STEP PLAN FOR TREATIN									
1	BO 0000217	CONTI, PE	9781119858485		HD	24.99	19.0%	20.24	20.24	
	COMMERCIAL REAL ESTATE INVESTING FOR DUMMIES.									
1	BO 0000217	METTAN, G	9781949762402		D	27.95	.0%	27.95	27.95	
	EUROPE'S EXISTENTIAL DILEMMA: TO BE OR NOT TO									
1	BO 0000217	ROBERTS,	9781119860983		HG	26.99	19.0%	21.86	21.86	
	FORECLOSURE INVESTING FOR DUMMIES.									
1	BO 0000217	HARRIS, D	9780062917607		BF	16.99	19.0%	13.76	13.76	
	10% HAPPIER: HOW I TAMED THE VOICE IN MY HEAD,									

5	* Service fee added, short or no discount	Original	447-81	Sub Total	111.35
TOTQTY	from publisher	Freight Surcharge	1.67	Total US\$	113.02
		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](#)

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



Disclosure Statement:

Information in this transmission is intended only for the person(s) to whom it is addressed and may contain privileged and/or confidential information. If you are not the intended recipient, any disclosure, copying or dissemination of the information is unauthorized and you should delete/destroy all copies and notify the sender. No liability is accepted for any unauthorized use of the information contained in this transmission.

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

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

BO # 0000217 Yankee Book Peddler Invoice 288357

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

Wed, May 4, 2022 at 03:08 PM GMT

CC:

BCC:

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

1 attachment

ybp invoice 288357.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 279285
Invoice Date: 4/22/2022
PO Number: B0000217
Check Number: E0089642
Check Amount: \$ 738.42
Check Date: 05/10/2022
Voucher Number: V0738490
Document Type: AP Invoice

Document Below

RETURN BOOKS ONLY TO:

YBP Library Services

999 Maple St.

Concord, 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

279285

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

PAGE 1

4/27/22 BO # 0000217

INVOICE DATE	TERMS	DUE DATE	CUSTOMER ORDER NUMBER				CUSTOMER NUMBER			
4/22/22	net 30	5/22/22	FIRM ORDER				1256-10			
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT	
1	BO 0000217	ROTHCHILD	9780593331545		PS	27.00	19.0%	21.87	21.87	
	BLOOD SUGAR.									
1	BO 0000217	BLACKWOOD	9781119873129		GV	24.99	19.0%	20.24	20.24	
	CASI NO GAMBLING FOR DUMMIES.									
1	BO 0000217		9781119703105		QC	24.99	19.0%	20.24	20.24	
	CLIMATE CHANGE FOR DUMMIES.									
1	BO 0000217	CULLEN, D	9780446546928		LB	19.99	19.0%	16.19	16.19	
	COLUMBI NE.									
1	BO 0000217	WILKINS,	9781538142370		P	85.00	19.0%	68.85	68.85	
	MEDIA ETHICS: ISSUES AND CASES.									
1	BO 0000217	RICE, ANN	9780345389404		PS	16.00	.0%	16.00	16.00	
	MEMNOCH THE DEVI L.									
1	BO 0000217		9788417656416		T	45.00	19.0%	36.45	36.45	
	NEW PLAYFUL DATA: GRAPHIC DESIGN AND ILLUSTRAT									
1	BO 0000217		9788417656447		NC	45.00	19.0%	36.45	36.45	
	SHAPES: GEOMETRIC FORMS IN GRAPHIC DESIGN; ED.									
1	BO 0000217	WATSON, G	9781538127476		RA	21.00	19.0%	17.01	17.01	
	YOUR PATIENT SAFETY SURVIVAL GUIDE: HOW TO									
1	BO 0000217	COOPER, R	9781538116265		P	78.00	19.0%	63.18	63.18	
	12 ATTRIBUTES OF EXTRAORDINARY MEDIA									
*** **										
*** **										
*** **										
*** 512008823 **										
*** **										
*** **										

Container IDs in this shipment

512008823

10	Service fee added, short or no discount	Original	369.79	Sub Total	316.48
TOTQTY	from publisher	Freight Surcharge	4.75	Total US\$	321.23
		GST/Tax	.00		

From: [Brady, Scott](#)
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](#)

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



Disclosure Statement:

Information in this transmission is intended only for the person(s) to whom it is addressed and may contain privileged and/or confidential information. If you are not the intended recipient, any disclosure, copying or dissemination of the information is unauthorized and you should delete/destroy all copies and notify the sender. No liability is accepted for any unauthorized use of the information contained in this transmission.

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

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

BO # 0000217 Yankee Book Peddler Invoice 279285

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

Wed, Apr 27, 2022 at 03:55 PM GMT

CC:

BCC:

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

1 attachment

ybp invoice 279285.pdf