

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 300380
Invoice Date: 5/10/2022
PO Number: B0000217
Check Number: E0089836
Check Amount: \$ 2,472.22
Check Date: 05/25/2022
Voucher Number: V0739161
Document Type: AP Invoice

Document Below

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**INVOICE
NUMBER** 300380

SOLD COLLEGE OF DUPAGE

T0: LIBRARY SCR 2034

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425 FAWELL BOULEVARD

GLEN ELLYN, IL 60137 6599

5/17/22 BO # 0000217

SHIP COLLEGE OF DUPAGE

T0: LIBRARY SCR 2034

Attn: LARISA L. MILLER

PRINT ACQUISITIONS

425 FAWELL BOULEVARD

GLEN ELLYN, IL 60137-6599

PAGE 1

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER		CUSTOMER NUMBER	
5/10/22	net 30	6/09/22					RUSH DROPSHIP		1256-02	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT	
1	BO 0000217	HYTER, YV	1635506506		RC	129.95	10.0%	116.96	116.96	
	CULTURALLY RESPONSIVE PRACTICES IN SPEECH,									
1	BO 0000217	MCCOYD, J	0826149634		BF	85.00	10.0%	76.50	76.50	
	GRIEF AND LOSS ACROSS THE LIFESPAN: A									

Rush Shipment										
Books Shipped Separately										

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* Service fee added short or no discount Original
from publisher

2	* Service fee added, short or no discount	Original	547-51			Sub Total	193.46
TOTOTY	from publisher	Freight Surcharge	.00	GST/Tax	.00	Total US\$	193.46

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



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

BO # 0000217 Yankee Book Peddler 300380

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

Tue, May 17, 2022 at 03:56 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 300380.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 297057
Invoice Date: 5/6/2022
PO Number: B0000217
Check Number: E0089836
Check Amount: \$ 2,472.22
Check Date: 05/25/2022
Voucher Number: V0739278
Document Type: AP Invoice

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NUMBER**

297057

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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

5/11/22 BO # 0000217

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER	CUSTOMER NUMBER		
5/06/22	net 30	6/05/22					FIRM ORDER	1256-10		
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT	
1	BO 0000217		9781538151976		G	125.00	19.0%	101.25	101.25	
	ATLAS OF THE 2020 ELECTIONS; ED. BY ROBERT H.									
1	BO 0000217	PERLMUTTE	9781538121948		RC	32.00	19.0%	25.92	25.92	
	FREEDOM FROM FAMILY DYSFUNCTION: A GUIDE TO									
1	BO 0000217	WARREN, A	9781538155257		JZ	45.00	19.0%	36.45	36.45	
	UNDERSTANDING PRESIDENTIAL DOCTRINES: U. S.									

3	* Service fee added short or no discount	Original	520-82	Sub Total	163.62
TOTQTY	from publisher	Freight Surcharge	2.45	Total US\$	166.07
		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](#)

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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

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

BO # 0000217 Yankee Book Peddler Invoice 279057

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

Wed, May 11, 2022 at 01:29 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 297057.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 296894
Invoice Date: 5/6/2022
PO Number: B0000217
Check Number: E0089836
Check Amount: \$ 2,472.22
Check Date: 05/25/2022
Voucher Number: V0739279
Document Type: AP Invoice

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INVOICE
NUMBER 296894

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PAGE 1

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Attn: LARISA L. MILLER

PRINT ACQUISITIONS

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GLEN ELLYN, IL 60137-6599

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER		CUSTOMER NUMBER	
5/06/22	net 30	6/05/22					RUSH DROPSHIP		1256-02	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT	
1		TAYLOR, B 1635502101			RF	114.94*		114.94	114.94	
FITTING AND DISPENSING HEARING AIDS.										

Rush Shipment										
Books Shipped Separately										

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INVOICE
NUMBER 296894

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PRINT ACQUISITIONS
425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137-6599

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER	CUSTOMER NUMBER	
5/06/22	net 30	6/05/22					RUSH DROPSHIP	1256-02	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
<div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> </div> <div>Container IDs in this shipment</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div>									
1	489664203								

1	* Service fee added short or no discount	Original	519-90	Sub Total	114.94
TOTQTY	from publisher	Freight Surcharge	.00	Total US\$	114.94
		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,

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

BO # 0000217 Yankee Book Peddler Invoice 296894

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

Wed, May 11, 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 296894.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 294940
Invoice Date: 5/4/2022
PO Number: B0000217
Check Number: E0089836
Check Amount: \$ 2,472.22
Check Date: 05/25/2022
Voucher Number: V0739280
Document Type: AP Invoice

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TO: LIBRARY SCR 2034

Attn: LARISA L. MILLER

PRINT ACQUISITIONS

425 FAWELL BOULEVARD

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INVOICE DATE	TERMS	DUE DATE				CUSTOMER ORDER NUMBER	CUSTOMER NUMBER		
5/04/22	net 30	6/03/22				RUSH DROPSHIP	1256-02		
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
1	BO 0000217	BROWN, BR	0399592520		HD	28.00	10.0%	25.20	25.20
DARE TO LEAD: BRAVE WORK. TOUGH CONVERSATIONS.									

Rush Shipment									
Books Shipped Separately									

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INVOICE
NUMBER 294940

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PAGE 2

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GLEN ELLYN, IL 60137 6599

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

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER	CUSTOMER NUMBER	
5/04/22	net 30	6/03/22					RUSH DROPSHIP	1256-02	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
<p>*** ** Container IDs in this shipment ***</p> <p>*** 489662311 ***</p>									

1	* Service fee added short or no discount	Original	505-23	Sub Total	25.20
TOTQTY	from publisher	Freight Surcharge	.00 GST/Tax .00	Total US\$	25.20

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](#)

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

BO # 0000217 Yankee Book Peddler Invoice 294940

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

Wed, May 11, 2022 at 01:25 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 294940.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 306754
Invoice Date: 5/16/2022
PO Number: B0000217
Check Number: E0089836
Check Amount: \$ 2,472.22
Check Date: 05/25/2022
Voucher Number: V0739288
Document Type: AP Invoice

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NUMBER** 306754

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GLEN ELLYN, IL 60137 6599

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

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER		CUSTOMER NUMBER	
5/16/22	net 30	6/15/22					RUSH DROPSHIP		1256-02	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT	
1	BO 0000217	DUFFY, JA	0357139798		TL	208.95	10.0%	188.06	188.06	
	AUTO BODY REPAIR TECHNOLOGY.									
1	BO 0000217	BURGER, J	1337559016		BF	208.95	10.0%	188.06	188.06	
	PERSONALITY.									

Rush Shipment										
Books Shipped Separately										

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* Service fee added short or no discount Original
from publisher

2	* Service fee added, short or no discount	Original	611-22			Sub Total	376.12
TOTQTY	from publisher	Freight Surcharge	.00	GST/Tax	.00	Total US\$	376.12

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](#)

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

BO # 0000217 Yankee Book Peddler Invoice 306754

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

Fri, May 20, 2022 at 02:47 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 306754.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 305543
Invoice Date: 5/23/2022
PO Number: B0000217
Check Number: E0089836
Check Amount: \$ 2,472.22
Check Date: 05/25/2022
Voucher Number: V0739289
Document Type: AP Invoice

Document Below

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NUMBER****305543**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

5/17/22 BO # 0000217

INVOICE DATE	TERMS	DUE DATE		CUSTOMER ORDER NUMBER				CUSTOMER NUMBER	
5/13/22	net 30	6/12/22		FIRM ORDER				1256-10	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
1	BO 0000217	SIMON, AL	9781119870135		HD	24.99	19.0%	20.24	20.24
SIDE HUSTLES FOR DUMMI ES.									

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

BO # 0000217 Yankee Book Peddler 305543

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

Tue, May 17, 2022 at 03:54 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 305543.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 302404
Invoice Date: 5/23/2022
PO Number: B0000217
Check Number: E0089836
Check Amount: \$ 2,472.22
Check Date: 05/25/2022
Voucher Number: V0739290
Document Type: AP Invoice

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INVOICE
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425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137-6599

5/11/22 BO # 0000217

INVOICE DATE	TERMS	DUE DATE	CUSTOMER ORDER NUMBER				CUSTOMER NUMBER		
5/11/22	net 30	6/10/22	E-BOOK ORDERS				1256-50		
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
PROQUEST EBOOK CENTRAL BO 00002									
1 UA	BO 0000217	9781644251461				17.92	.0%	17.92	17.92
	AERONAUTICAL CHART USER'S GUIDE (ASA FAA)					NON-RETURNABLE			
1 1U	BO 0000217/NR	VASIGH, B 9783030824501		HD		89.00	.0%	89.00	89.00
	AIRCRAFT VALUATION IN VOLATILE MARKET CONDITIONS					NON-RETURNABLE			
1 UA	BO 0000217	FEDERAL A 9781619544826		TL		14.92	.0%	14.92	14.92
	AIRCRAFT WEIGHT AND BALANCE HANDBOOK 2016: FAA					NON-RETURNABLE			
1 UA	BO 0000217	FEDERAL A 9781619549166				2.92	.0%	2.92	2.92
	AIRMAN CERTIFICATION STANDARDS: REMOTE PILOT -					NON-RETURNABLE			
1 UA	BO 0000217	FEDERAL A 9781644250693				29.92	.0%	29.92	29.92
	AIRCRAFT FLYING HANDBOOK; FAA-H-8083-3C.					NON-RETURNABLE			
1 1U	BO 0000217	BECKER, M 9781876770105				21.99	.0%	21.99	21.99
	AVIATION COMMUNICATION AND FLIGHT RADIO.					NON-RETURNABLE			
1 3U	BO 0000217/NR	FEDERAL A 9781510765368				90.00	.0%	90.00	90.00
	AVIATION INSTRUCTOR'S HANDBOOK; FAA-H-8083-9B.					NON-RETURNABLE			
1 UA	BO 0000217	JASON BLA 9781619545908				11.92	.0%	11.92	11.92
	AVIATOR'S FIELD GUIDE TO TAILWHEEL					NON-RETURNABLE			
1 1U	BO 0000217	9781620873281		TL		60.00	.0%	60.00	60.00
	BALLOON FLYING HANDBOOK.					NON-RETURNABLE			
1 UA	BO 0000217	FEDERAL A 9781644251003		SER		22.42	.0%	22.42	22.42
	FAR-FC 2022; FEDERAL AVIATION REGULATIONS FOR					NON-RETURNABLE			
1 UA	BO 0000217	FEDERAL A 9781619541054		TL		29.92	.0%	29.92	29.92
	GLIDER FLYING HANDBOOK.					NON-RETURNABLE			
1 1U	BO 0000217/NR	PETZINGER 9780307774491		HE		68.00	.0%	68.00	68.00
	HARD LANDING: THE EPIC CONTEST FOR POWER AND					NON-RETURNABLE			
1 1U	BO 0000217	ILLMAN, P 9780071808606		TL		45.00	.0%	45.00	45.00
	PILOT'S HANDBOOK OF AERONAUTICAL KNOWLEDGE.					NON-RETURNABLE			
1 UA	BO 0000217/NR	THE PILOT 9781644251423				82.42	.0%	82.42	82.42
	PILOT'S MANUAL: FLIGHT SCHOOL; MASTER THE FLIGHT					NON-RETURNABLE			

* Service fee added, short or no discount from publisher Original

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NUMBER**

302404

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PAGE 2

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

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER	CUSTOMER NUMBER	
5/11/22	net 30	6/10/22					E-BOOK ORDERS	1256-50	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
1 UA	BO 0000217	(N A) FED	9781619544970		TL	14.92	.0%	14.92	14.92
	REMOTE PILOT SUAS: FOR APPLICANTS SEEKING A SM						NON-RETURNABLE		
1 UA	BO 0000217	ASA TEST	9781644251645			29.92	.0%	29.92	29.92
	REMOTE PILOT TEST PREP 2022; STUDY & PREPARE: P						NON-RETURNABLE		
1 UA	BO 0000217	LEEKE, JI	9781640125209		UG	33.69	.0%	33.69	33.69
	TURTLE AND THE DREAMBOAT: THE COLD WAR FLIGHTS						NON-RETURNABLE		

17	* Service fee added short or no discount	Original	565-13		Sub Total	664.88
TOTQTY	from publisher	Freight Surcharge	.00	GST/Tax	Total US\$	664.88

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](#)

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College of DuPage
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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

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

BO # 0000217 Yankee Book Peddler 302404

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

Wed, May 11, 2022 at 01:39 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 302404.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 272034
Invoice Date: 5/9/2022
PO Number: B0000217
Check Number: E0089836
Check Amount: \$ 2,472.22
Check Date: 05/25/2022
Voucher Number: V0739291
Document Type: AP Invoice

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272034

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GLEN ELLYN, IL 60137-6599

5/17/22 BO # 0000217

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TO: PRINT ACQ LIBRARY SRC 2034

425 FAWELL BOULEVARD

GLEN ELLYN, IL 60137-6599

PAGE 1

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER		CUSTOMER NUMBER		
5/09/22	net 30	6/08/22					FIRM ORDER		1256-10		
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT		
1	BO 0000217	CRI BB, JU	9781108931083	BURT-NICH	TD	15.00	19.0%	12.15	12.15		
	EARTH DETOX: HOW AND WHY WE MUST CLEAN UP OUR										
1	BO 0000217	KREI SMAN, .	9780593418499		RC	17.00	19.0%	13.77	13.77		
	I HATE YOU--DON'T LEAVE ME: UNDERSTANDING THE										
1	BO 0000217		9781641434379		HA	144.00	.0%	144.00	144.00		
	WHO, WHAT, AND WHERE OF AMERICA: UNDERSTANDING										

3	* Service fee added, short or no discount	Original	292-16	Sub Total	169.92
TOTQTY	from publisher	Freight Surcharge	2.55	Total US\$	172.47
		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](#)

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

BO # 0000217 Yankee Book Peddler Invoice 272034

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

Tue, May 17, 2022 at 04:00 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 272034.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 302403
Invoice Date: 5/23/2022
PO Number: B0000217
Check Number: E0089836
Check Amount: \$ 2,472.22
Check Date: 05/25/2022
Voucher Number: V0739292
Document Type: AP Invoice

Document Below

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5/11/22 BO # 0000217

INVOICE DATE	TERMS	DUE DATE				CUSTOMER ORDER NUMBER	CUSTOMER NUMBER		
5/11/22	net 30	6/10/22				E-BOOK ORDERS	1256-50		
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
EBSCOhost BO 0000217									
1	BO 0000217	DORLING K	9780744056877		HE	68.00	.0%	68.00	68.00
1U	AIRCRAFT: THE DEFINITIVE VISUAL HISTORY.					NON-RETURNABLE			
1	BO 0000217	FEDERAL A	9781619546349		TL	49.90	.0%	49.90	49.90
1UU	INSTRUMENT PROCEDURES HANDBOOK: FAA-H-8083-16B					NON-RETURNABLE			

2 * Service fee added short or no discount Original 565-12 Sub Total 117.90
TOTQTY from publisher Freight Surcharge .00 GST/Tax .00 Total US\$ 117.90

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](#)

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

BO # 0000217 Yankee Book Peddler 302403

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

Wed, May 11, 2022 at 01:40 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 302403.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 312417
Invoice Date: 5/18/2022
PO Number: B0000217
Check Number: E0089836
Check Amount: \$ 2,472.22
Check Date: 05/25/2022
Voucher Number: V0739293
Document Type: AP Invoice

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

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER	CUSTOMER NUMBER	
5/18/22	net 30	6/17/22					RUSH DROPSHIP	1256-02	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
1	BO 0000217	BIRD, DON	0323624855		RK	146.99	10.0%	132.29	132.29
	MODERN DENTAL ASSISTING.								
1	BO 0000217	RINGER, C	1793626790		HV	100.00	10.0%	90.00	90.00
	NECROPOLITICS: THE RELIGIOUS CRISIS OF MASS								
1	BO 0000217	JOHNSON, 1284211606			RA	89.95	10.0%	80.96	80.96
	SULTZ AND YOUNG'S HEALTH CARE USA: UNDERSTANDI								
1	BO 0000217	CARPENTER	006289854X		DS	27.99	10.0%	25.19	25.19
	YOU ARE WORTH IT: BUILDING A LIFE WORTH FIGHTI								

Rush Shipment									
Books Shipped Separately									

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* Service fee added short or no discount Original
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1% Finance Charge per 30 days past due

Please refer to invoice number
below when writing or remitting.

**INVOICE
NUMBER** 312417

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TO: LIBRARY SCR 2034
PRINT ACQUISITIONS
425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137 6599

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

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER	CUSTOMER NUMBER	
5/18/22	net 30	6/17/22					RUSH DROPSHIP	1256-02	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
<div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> </div> <div>Container IDs in this shipment</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div> <div>***</div>									

4	* Service fee added short or no discount	Original	654-81	Sub Total	328.44
TOTQTY	from publisher	Freight Surcharge	.00 GST/Tax .00	Total US\$	328.44

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

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

BO # 0000217 Yankee Book Peddler Invoice 312417

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

Fri, May 20, 2022 at 02:50 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 312417.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 300381
Invoice Date: 5/10/2022
PO Number: B0000217
Check Number: E0089836
Check Amount: \$ 2,472.22
Check Date: 05/25/2022
Voucher Number: V0739294
Document Type: AP Invoice

Document Below

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5/17/22 BO # 0000217

INVOICE DATE	TERMS	DUE DATE				CUSTOMER ORDER NUMBER	CUSTOMER NUMBER		
5/10/22	net 30	6/09/22				RUSH DROPSHIP	1256-02		
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
1	BO 0000217	COON, DEN	0357371399		BF	208.95	10.0%	188.06	188.06
INTRODUCTION TO PSYCHOLOGY: GATEWAYS TO MIND A									

Rush Shipment									
Books Shipped Separately									

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GLEN ELLYN, IL 60137-6599

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER	CUSTOMER NUMBER	
5/10/22	net 30	6/09/22					RUSH DROPSHIP	1256-02	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
<p>*** ** Container IDs in this shipment ***</p> <p>*** 489665818 ***</p>									

1	* Service fee added short or no discount	Original	547-52	Sub Total	188.06
TOTQTY	from publisher	Freight Surcharge	.00	Total US\$	188.06
		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](#)

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

BO # 0000217 Yankee Book Peddler Invoice 300381

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

Tue, May 17, 2022 at 03:58 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 300381.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 310982
Invoice Date: 5/18/2022
PO Number: B0000217
Check Number: E0089836
Check Amount: \$ 2,472.22
Check Date: 05/25/2022
Voucher Number: V0739295
Document Type: AP Invoice

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Attn: LARISA L. MILLER

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5/20/22 BO # 0000217

INVOICE DATE	TERMS	DUE DATE					CUSTOMER ORDER NUMBER		CUSTOMER NUMBER	
5/18/22	net 30	6/17/22					RUSH DROPSHIP		1256-02	
QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT	
1	BO 0000217/1 D	OSTERGREN	1944883266		RC	103.44*		103.44	103.44	
SPEECH- LANGUAGE PATHOLOGY ASSI STANTS: A RESOUR										

Rush Shipment										
Books Shipped Separately										

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* Service fee added short or no discount Original
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QUANTITY	PURCHASE ORDER #	AUTHOR	ISBN		VOL #	LIST PRICE	DISCOUNT	SINGLE NET	NET AMOUNT
<p>*** ** Container IDs in this shipment ***</p> <p>*** 489670409 ***</p>									

1	* Service fee added short or no discount	Original	640-88	Sub Total	103.44
TOTQTY	from publisher	Freight Surcharge	.00	Total US\$	103.44
		GST/Tax	.00		

From: [Brady, Scott](#)
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Subject: RE: Vendor Invoicing Procedures
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CC:

BCC:

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