

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 621392
Invoice Date: 3/8/2023
PO Number: B0000738
Check Number: E0094481
Check Amount: \$ 2,267.00
Check Date: 03/29/2023
Voucher Number: V0779729
Document Type: AP Invoice

Document Below

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YBP Library Services

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Contoocook, NH 03229

GOBI[®] Library Solutions from EBSCO

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PHONE: AR: +1 (205) 981-5111 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

621392

550

PAGE 1

SOLD COLLEGE OF DUPAGE

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

3/14/23 BO # 0000738

| INVOICE DATE | TERMS | DUE DATE | | | | | CUSTOMER ORDER NUMBER | | CUSTOMER NUMBER | |
|--|------------------|--|------|--|-------|------------|-----------------------|------------|-----------------|--|
| 3/08/23 | net 30 | 4/07/23 | | | | | RUSH DROPSHIP | | 1256-02 | |
| QUANTITY | PURCHASE ORDER # | AUTHOR | ISBN | | VOL # | LIST PRICE | DISCOUNT | SINGLE NET | NET AMOUNT | |
| 1 | | SILVESTRI 0323795307 | | | RT | 72.99 | 10.0% | 65.69 | 65.69 | |
| | | SAUNDERS COMPREHENSIVE REVIEW FOR THE NCLEX-RN | | | | | | | | |
| 1 | | EDWARDS, 1838661646 | | | N | 54.95 | 10.0% | 49.46 | 49.46 | |
| | | WANGECHI MUTU. | | | | | | | | |
| ***** | | | | | | | | | | |
| 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 Service Bibliographer for more information. | | | | | | | | | | |

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

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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 # 0000738 Yankee Book Peddler Invoice 621392

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

Tue, Mar 14, 2023 at 01:44 PM UTC

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 621392.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 593824
Invoice Date: 3/10/2023
PO Number: B0000738
Check Number: E0094481
Check Amount: \$ 2,267.00
Check Date: 03/29/2023
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425 FAWELL BOULEVARD
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3/21/23 BO # 0000738

| INVOICE DATE | TERMS | DUE DATE | | | | | CUSTOMER ORDER NUMBER | | CUSTOMER NUMBER | |
|--|--|----------|-----------|---------------|--|-------|-----------------------|----------|-----------------|------------|
| 3/10/23 | net 30 | 4/09/23 | | | | | STANDING ORDERS | | 1256-80 | |
| QUANTITY | PURCHASE ORDER # | | AUTHOR | ISBN | | VOL # | LIST PRICE | DISCOUNT | SINGLE NET | NET AMOUNT |
| 1 | | | BENNETT, | 9781501375576 | | BF | 14.95 | 11.0% | 13.31 | 13.31 |
| | ALARM. | | | | | | | | | |
| | Ser: OBJECT LESSONS. | | | | | | | | | |
| 1 | | | PURNELL, | 9781501383748 | | GT | 14.95 | 11.0% | 13.31 | 13.31 |
| | BLUE JEANS. | | | | | | | | | |
| | Ser: OBJECT LESSONS. | | | | | | | | | |
| 1 | | | MAILER, N | 9781598537437 | | PS | 40.00 | 11.0% | 35.60 | 35.60 |
| | NORMAN MAILER: THE NAKED AND THE DEAD & SELECT 364 | | | | | | | | | |
| | Ser: LIBRARY OF AMERICA. | | | | | | | | | |
| | V. 364 | | | | | | | | | |
| Standing orders are NONRETURNABLE. | | | | | | | | | | |
| For questions about this invoice, | | | | | | | | | | |
| please call Customer Service. | | | | | | | | | | |
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| *** Container IDs in this shipment *** | | | | | | | | | | |
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| 3 | * Service fee added, short or no discount | Original | 73-46 | Sub Total | 62.22 |
| TOTQTY | from publisher | Freight Surcharge | 1.00 GST/Tax | Total US\$ | 63.22 |

From: [Brady, Scott](#)
To: [McIntosh, Jennifer](#)
Cc: [Hunnicut, Marianne](#); [Stock, Lisa](#)
Subject: RE: Vendor Invoicing Procedures
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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>

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

Tue, Mar 21, 2023 at 07:54 PM UTC

CC:

BCC:

Larisa Miller

Supervisor – Acquisitions

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425 Fawell Blvd.

SRC 2034

Glen Ellyn, IL 60137

630.942.3664 (v)

630.942-4646 (f)

millerl@cod.edu

1 attachment

ybp invoice 593824.pdf

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625112

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GLEN ELLYN, IL 60137-6599

3/14/23 BO # 0000738

| INVOICE DATE | TERMS | DUE DATE | | | | CUSTOMER ORDER NUMBER | CUSTOMER NUMBER | | |
|------------------------|------------------|--|---------------|--|-------|-----------------------|-----------------|------------|------------|
| 3/10/23 | net 30 | 4/09/23 | | | | E-BOOK ORDERS | 1256-50 | | |
| QUANTITY | PURCHASE ORDER # | AUTHOR | ISBN | | VOL # | LIST PRICE | DISCOUNT | SINGLE NET | NET AMOUNT |
| PROQUEST EBOOK CENTRAL | | | | | | | | | |
| 1 | | STERKENBU | 9781260468939 | | TL | 27.00 | .0% | 27.00 | 27.00 |
| 1U | | STANDARD AIRCRAFT HANDBOOK FOR MECHANICS AND | | | | NON-RETURNABLE | | | |

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| 1 | * Service fee added, short or no discount | Original | 361-42 | | Sub Total | 27.00 |
| TOTQTY | from publisher | Freight Surcharge | .00 | GST/Tax | Total US\$ | 27.00 |

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.

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 # 0000738 Yankee Book Peddler Invoice 625112

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

Tue, Mar 14, 2023 at 01:43 PM UTC

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 625112.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 625111
Invoice Date: 3/10/2023
PO Number: B0000738
Check Number: E0094481
Check Amount: \$ 2,267.00
Check Date: 03/29/2023
Voucher Number: V0779805
Document Type: AP Invoice

Document Below

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PAGE 1

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GLEN ELLYN, IL 60137-6599

3/14/23 BO # 0000738

| INVOICE DATE | TERMS | DUE DATE | | | | CUSTOMER ORDER NUMBER | | CUSTOMER NUMBER | |
|--|------------------|-----------|---------------|--|-------|-----------------------|----------|-----------------|------------|
| 3/10/23 | net 30 | 4/09/23 | | | | E-BOOK ORDERS | | 1256-50 | |
| QUANTITY | PURCHASE ORDER # | AUTHOR | ISBN | | VOL # | LIST PRICE | DISCOUNT | SINGLE NET | NET AMOUNT |
| TAYLOR AND FRANCIS /NR | | | | | | | | | |
| 1 UU | /NR | FISHER, T | 9781003198192 | | NK | 190.00 | .0% | 190.00 | 190.00 |
| SPACE, STRUCTURES AND DESIGN IN A POST-PANDEMI | | | | | | | | | |

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|--------|---|-------------------|--------|---------|-----|------------|--------|
| 1 | * Service fee added, short or no discount | Original | 361-41 | | | Sub Total | 190.00 |
| TOTQTY | from publisher | Freight Surcharge | .00 | GST/Tax | .00 | Total US\$ | 190.00 |

From: [Brady, Scott](#)
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"Miller, Larisa" <millerl@cod.edu>

BO # 0000738 Yankee Book Peddler Invoice 625111

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

Tue, Mar 14, 2023 at 01:44 PM UTC

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 625111.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 624815
Invoice Date: 3/10/2023
PO Number: B0000738
Check Number: E0094481
Check Amount: \$ 2,267.00
Check Date: 03/29/2023
Voucher Number: V0779806
Document Type: AP Invoice

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PAGE 1

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GLEN ELLYN, IL 60137-6599

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| 3/10/23 | net 30 | 4/09/23 | | | | FIRM ORDER | | | 1256-10 | |
| QUANTITY | PURCHASE ORDER # | | AUTHOR | ISBN | | VOL # | LIST PRICE | DISCOUNT | SINGLE NET | NET AMOUNT |
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| 22 | * Service fee added, short or no discount | Original | 361-38 | | Sub Total | 1,126.77 |
| TOTQTY | from publisher | Freight Surcharge | 16.90 | GST/Tax .00 | Total US\$ | 1,143.67 |

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:

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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 # 0000738 Yankee Book Peddler Invoice 624815

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

Tue, Mar 14, 2023 at 01:45 PM UTC

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 624815.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1442509
Vendor Name: Yankee Book Peddler, Inc
Invoice Number: 625110
Invoice Date: 3/10/2023
PO Number: B0000738
Check Number: E0094481
Check Amount: \$ 2,267.00
Check Date: 03/29/2023
Voucher Number: V0779807
Document Type: AP Invoice

Document Below

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

BO # 0000738 Yankee Book Peddler Invoice 625110

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

Tue, Mar 14, 2023 at 01:45 PM UTC

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 625110.pdf