

Wisconsin Valley Library Service - ACCOUNTS PAYABLE - October 2023

2-0000 State Aid

2-6100 Salaries

People's State Bank	October Payroll; No. 20; October 6, 2023	\$25,185.88
	October Payroll; No. 21; October 20, 2023	\$25,659.22

Total 2-6100 Salaries		\$50,845.10
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2-6130 Employee Benefits

Dept of Employee Trust Funds	Health Insurance Premiums; November 2023	\$9,043.78
Empathia, Inc	Employee Assistance Program Oct-Dec 2023	\$387.00
Securian Financial Group, Inc	Life Insurance Premium; November 2023	\$10.82
US Department of Treasury	Social Security & Medicare; Payroll No. 20; October 6, 2023	\$1,871.54
	Social Security & Medicare; Payroll No. 21; October 20, 2023	\$1,907.72
Wisconsin Retirement System	Retirement Contribution; October 2023	\$3,193.56
WPS	Dental Insurance Premium; November 2023	\$858.75

Total 2-6130 Employee Benefits		\$17,273.17
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2-6210 Communications

Associated Bank - Credit Card	Boomerang; Pro-Monthly (Qty 3), October 2023	\$53.94
	Microsoft; 365 Audio Conferencing (Qty 2); September 2023	\$3.00
	Google; Workspace Business Plus (Qty 14); September 2023	\$252.00
	Ringcentral; Fax Charges; October 2023	\$27.82

Total 2-6210 Communications		\$336.76
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2-6220 Supplies

Associated Bank - Credit Card	Walgreens; WVLS Director Retreat Refreshments	\$23.18
	Dollar Tree; Supplies for WVLS Director Retreat	\$19.25
	FS TechSmith; Camtasia/Snagit Software Annual Subscription	\$66.24

Total 2-6220 Supplies		\$108.67
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2-6240 Delivery/Postage

Associated Bank - Credit Card	USPS; Postage (5 Rolls of Stamps); October 2023	\$330.00
Waltco Delivery	Courier Service; Fuel Surcharge; October 2023	\$2,481.77
	Courier Service; October 2023	\$10,498.17
	Courier Service; Vendor Sort; October 2023	\$3,809.94

Total 2-6240 Delivery/Postage		\$17,119.88
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2-6250 Staff Travel

Associated Bank - Credit Card	Hilton Garden Inn; Lodging for WVLS Director's Retreat (JM)	\$202.00
	Best Western Minocqua; Lodging for Library Visits (JM)	\$90.00
	Panera Bread; WVLS Staff Meeting	\$134.67
Brenda Walenton	Reimbursement; Library Visit - Stetsonville	\$56.99
Erica Brewster	Reimb.; Tech Support at Gilman, Greenwood, Owen, Stetsonville Libraries and Technology Meeting in WI Dells	\$382.52
	Reimbursement; Technology Consult; Lunch	\$30.00
	Reimbursement; WVLS LAC Meeting	\$57.64
	Reimb.; Tech Support at Rhinelander and Minocqua Libraries	\$292.13
	Reimbursement; Technology Consult; Lunch	\$28.08
	Reimb.; Tech Support at Thorp and Colby Libraries	\$263.31
	Reimbursement; Technology Consult; Lunch	\$56.08
	Reimb.; Tech Support at Neillsville and Loyal Libraries	\$262.65
	Reimbursement; Technology Consult; Lunch	\$34.28
	Reimbursement; WVLS Staff Meeting	\$57.64
	Reimbursement; WVLS Office Visit	\$73.36

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Jamie Matczak	Reimbursement; WVLS Director's Retreat	\$90.39
	Reimbursement; WVLS Staff Meeting	\$124.45
	Reimb.; Consults at Tomahawk, Minocqua and Rhinelander Libraries	\$131.39
Kristie Hauer	Reimb.; Consults at Greenwood, Loyal and Neillsville Libraries	\$173.58
	Reimb.; Consults at Westboro, Rib Lake, Medford and Athens Libraries	\$162.44
	Reimb.; Consults at Gilman, Thorp, Withee and Owen Libraries	\$171.61
	Reimbursement; WVLS Staff Meeting	\$79.26
	Reimb.; Consults at Spencer, Stratford, Edgar and Marathon City Libraries	\$129.69
	Reimb.; Consults at Wausau, Rothschild and Mosinee Libraries	\$90.39
	Reimbursement; NFLS/OWLS/WVLS Collaboration Exploration	\$55.68
Total 2-6250 Staff Travel		\$3,230.23

2-6290 Insurance, Dues, Audit

American Library Association	Membership Renewal (MS)	\$162.00
Peoples State Bank 1	Payroll Direct Deposit Fee; October 2023	\$0.44
Total 2-6290 Insurance, Dues, Audit		\$162.44

2-6350 Workshops

Angela Noel	Travel Reimb.; Table Moderator; WVLS Director's Retreat	\$221.85
Hilton Garden Inn Wausau	WVLS Director's Retreat; Meeting Room and Refreshments	\$783.80
Total 2-6350 Workshops		\$1,005.65

2-6400 Contracts

Associated Bank - Credit Card	Intuit Quickbooks: Monthly Per Employee Usage Fee; October 202	\$50.00
Marathon County Public Library	Rent for WVLS Office Space; 4th Quarter	\$9,940.85
Minocqua Public Library	Cataloging Project; September 17-30, 2023	\$200.00
Total 2-6400 Contracts		\$10,190.85

2-6490 Library Materials

Associated Bank - Credit Card	Amazon; Professional Collection (Storytelling with Data)	\$54.95
American Library Association	ALA Subscriptions; Annual Renewals	\$385.00
Total 2-6490 Library Materials		\$439.95

Total 2-0000 State Aid **\$100,712.70**

3-0000 Grant Accounts

3-2024-251 LSTA Expenses

Sarah Moscatello	Reimbursement; WLA Conference Scholarship	\$570.00
Total 3-2024-251 LSTA Expenses		\$570.00

Total 3-0000 Grant Accounts **\$570.00**

5-0000 V-Cat Project Accounts

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5-6250 Travel/Continuing Education

Associated Bank - Credit Card	Festival Foods; V-Cat Training; Refreshments	\$24.35
The Mint Cafe	V-Cat Training; Refreshments	\$191.84

Total 5-6250 Travel/Continuing Education	\$216.19
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5-6400 Contracts

Backstage Library Works	Control Processing and Subscription; June 2023	\$876.05
	Control Processing and Subscription; September 2023	\$870.04
e-solutions	E-commerce PayPal Fees; September 2023	\$152.25

Total 5-6400 Contracts	\$1,898.34
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Total 5-0000 V-Cat Project Accounts	\$2,114.53
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6-0000 LEAN WI Project Accounts

6-6210 Licensing and Services

CoVantage - Credit Card	800.com; Toll Free Phone Service; October 2023	\$17.70
	Slack; Pro 2 additional member; WVLS	\$82.72
	Microsoft; Teams Phone with Calling Plan; September 2023 (QTY 11)	\$11.00
	UptimeRobot; Monitoring; Annual Renewal	\$84.00
	ServerPilot; Management Tool; August 2023	\$20.00
	Amazon Web Services; Cloud Storage; September 2023	\$2.04
	Google Domains Support; WVLS (Colby)	\$12.00
PayPal	Lend Items; Annual Subscriptions	\$200.00

Total 6-6210 Licensing and Services	\$429.46
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Total 6-0000 LEAN WI Project Accounts	\$429.46
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7-0000 Pass Through Accounts

7-0001 V-Cat P/T

Symbology Inc	40,100 Item Barcodes	\$977.63
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Total 7-0001 V-Cat P/T	\$977.63
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7-0003 Courier P/T

Waltco	Courier Service; Fuel Surcharge; October 2023	\$72.28
	Courier Service; October 2023	\$305.77

Total 7-0003 Courier P/T	\$378.05
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7-0006 Misc P/T

Associated Bank - Credit Card	Panera Bread; Staff Meeting; Reimbursement PT	\$30.00
Brenda Walenton	Reimbursement; Get Well Flowers (KAW) Sunshine Account	\$75.00

Total 7-0006 Misc P/T	\$105.00
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7-0008 IT P/T

CDW Government	Star TSP Receipt Printers (10); PO 22405	\$2,350.00
Dell Marketing	Computer Equipment (Stetsonville); PO 22406	\$180.00

Total 7-0008 IT P/T	\$2,530.00
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Total 7-0000 Pass Through Accounts \$3,990.68

9-0000 Other Income Accounts

9-6360 Equipment, Maintenance and Supplies

Quill LLC	Ink Cartridges (22)	\$934.78
Associated Bank - Credit Card	HP Instant Ink; Printer Ink (SH); September 2023	\$20.03
	HP Instant Ink; Printer Ink (MS); September 2023	\$7.37

Total 9-6360 Equipment, Maintenance and Supplies \$962.18

9-6400 Contracts

Marathon County Public Library	Rent for WVLS Office Space; 4th Quarter	\$597.40
Minocqua Public Library	Cataloging Project; October 1-14, 2023	\$200.00

Total 9-6400 Contracts \$797.40

9-6800 Outlay

CDW Government	Shredder; PO 22408	\$1,890.00
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Total 9-6800 Outlay \$1,890.00

9-7900 - Encumbered

Associated Bank - Credit Card	Wisconsin Library Association; Membership Renewal (JK)	\$240.00
	Amazon; WVLS Director's Retreat - Gift Card Giveaway	\$75.00
	Amazon; WVLS Director's Retreat - Gift Cards for Helpers	\$150.00
	Hilton Garden Inn; Lodging for Presenter; WVLS Director's Retreat (Michelle Dennis)	\$202.00
	Hilton Garden Inn; Lodging for Table Moderator; WVLS Director's Retreat (Angela Noel)	\$202.00
Hilton Garden Inn Wausau	WVLS Director's Retreat; Meeting Room and Refreshments	\$1,595.34
Michelle Dennis	Presenter; WVLS Director's Retreat	\$229.25
Peoples State Bank 1	Payroll Direct Deposit Fee; October 2023	\$39.56
Sun Printing	Legislator Foam Core Prints (5); Encumbered Special Projects	\$104.00
TASC1	Flex Administration Fee; November 2023	\$53.48

Total 9-7900 - Encumbered \$2,890.63

Total 9-0000 Other Income Accounts \$6,540.21

GRAND TOTAL \$114,357.58