

Administration 414.302.8501

Circulation 414.302.8503

Reference 414.302.8500

Children's 414.302.8502

CLAIMS AND FINANCE REPORT-JANUARY 2022

 Appropriation January 2022
 \$1,732,252.00

 Balance December 2020***
 \$449,313.25

Balance \$2,181,565.25

The staff recommends the allowance of
Claim Numbers 6680 to 6728 amounting to \$444,048.79
Less Drake-Breskvar Fund -\$123.38
Less Staff Party Donation -\$200.00

BALANCE \$1,737,839.84

***Not reconciled with Finance Department to date: does not include Inventory or Public Works charges for 2021.

BOARD	AUTHORIZATION
Motion:	
Second:	

January 26, 2022

CITY OF WEST ALLIS Date Filed January 26, 2022 (END OF 2021)_ SCHEDULE OF VOUCHERS

7525 W. Greenfield Avenue – West Allis, Wisconsin 53214

Date Paid___

Library Board

Vendor ID#																							
Name	Aggie's	Amazon	Baker & Taylor	Brodart	Cavendish Square	Cengage Learning		Center Point Large Print	Demco	Dollar Tree	Home Depot	J.D. Power	Library Store, The	MCFLS	Metro Market	Midwest Tape	Milwaukee Journal Sentinel	Nassco	News Bank	Office Depot	Oriental Trading	Pick 'n Save	Print-o-Tape
Library Claim#	6680	6681	6682	6683	6684	6685		6686	6687	6688	6689	6690	6691	6692	6693	6694	6695	6696	6697	6698	6699	6700	6701
Purchase Order #	Cash (Donation)	P-Card Purchases	P-Card Purchases	P-Card Purchase	Docuware	FPO #'s F46585, F46685,	F46733, Docuware	FPO #F46683, Docuware	P-Card Purchases	P-Card Purchases	P-Card Purchase	Docuware	P-Card Purchase	Docuware	Cash (Donation)	FPO #'s F46681, F46732,	P-Card Purchase	P-Card Purchase	P-Card Purchase	P-Card Purchases	P-Card Purchases	P-Card Purchase	Docuware
Purpose	Staff Prize	Library and Program Supplies	Books, DVD's, CD's, etc.	Cataloging Supplies	Children's Books	Large-Type Books		Large-Type Books	Cataloging Supplies	Program Supplies/Lit Loot	Christmas Tree	Used Car Guide 9/2021 through 8/2022	Cataloging Supplies	Ecommerce, Postage, Circulation and Cataloging Supplies	Staff Christmas Party	Audiobooks	Subscription Renewal	Custodial Supplies	Subscription Renewals	Library Supplies	Program Supplies	Custodial Supplies and Staff Party	Cataloging Supplies
Amount	\$35.00	\$289.24	\$28,011.04	\$217.43	\$195.54	\$847.74		\$182.16	\$1317.75	\$126.45	\$44.98	\$109.00	\$536.33	\$1735.08	\$6.49	\$1150.71	\$2258.66	\$280.82	\$15,434.00	\$160.74	\$138.19	\$53.80	\$599.22
Voucher																							

LIBRARY BOARD

Secretary

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CITY OF WEST ALLIS Date Filed January 26, 2022 (END OF 2021)_ SCHEDULE OF VOUCHERS Date Paid Library Board

7525 W. Greenfield Avenue – West Allis, Wisconsin 53214

				\$53,912,62
				Provisionals \$8,143.14
				Regulars \$45,769.48
				November 5 th , 2021
\$422,838.15	Total			
\$358,576.01			6719	Payroll
\$14.99	Service Renewal	P-Card Purchase	6718	Zoom
\$56.91	Staff Christmas Party	Cash (Donation, \$13.98), P-Card Purchases	6717	World Market
\$2976.88	Service Subscription and Reference Materials	FPO #F46584, Docuware	6716	World Book Inc.
\$1042.76	Subscription Renewal	P-Card Purchase	6715	Wisconsin State Journal
\$20.00	Staff Prize	Cash (Donation)	6714	West Allis Cheese and Sausage Shoppe
\$4073.04	Gas/Electric Services		6713	WE Energies
\$5.20	Program Supplies	P-Card Purchase	6712	Walmart
\$20.00	Subscription Renewal	FPO #F46702	6711	Veg News Magazine
\$12.81	Postage	P-Card Purchases	6710	USPS
\$677.62	Subscription Renewal	P-Card Purchase	6709	USA Today
	Supplies			(
\$150.43	Custodial, Library, and Program	P-Card Purchases	6708	Target
\$20.00	Staff Prize	Cash (Donation)	6707	Swaye Tea
\$19.95	Subscription Renewal	FPO #F46700	6706	Success Magazine
\$38.14	Cataloging Supplies	P-Card Purchase	6705	Showcases
\$293.10	Children's Books	FPO #F46682, Docuware	6704	Scholastic
\$48.25	Custodial Supplies	P-Card Purchase	6703	San-A-Care
\$1001.09	Ancestry Database	P-Card Purchase	0/02	ProQuest LLC

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CITY OF WEST ALLIS Date Filed January 26, 2022 (end of 2021) SCHEDULE OF VOUCHERS

7525 W. Greenfield Avenue – West Allis, Wisconsin 53214

Date Paid____

Library Board

				Vendor ID#
January 14 th , 2022 (2021 portion) Regulars \$21,063.12 Provisionals \$3,166.72 \$24,229.84	December 30 th , 2021 Regulars \$46,204.51 Provisionals \$6,419.16 \$52,623.67	December 17 th , 2021 Regulars \$43,836.69 Provisionals \$9,267.25 \$53,103.94	December 3 rd , 2021 Regulars \$55,495.13 Provisionals \$7,543.64 \$63,038.77	Name November 19 th , 2021 Regulars \$103,311.55 Provisionals \$8,355.62 \$111,667.17
				Library Claim#
				Purchase Order #
				Purpose
				Amount
				Voucner

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CITY OF WEST ALLIS Date Filed January 26, 2022_SCHEDULE OF VOUCHERS 7525 W. Greenfield Avenue – West Allis, Wisconsin 53214 Date Paid Library

7525 W. Greenfield Avenue – West Allis, Wisconsin 53214

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																				ID #	Vendor
										WE Energies	Tumbleweed Press	State Industrial Products	Oriental Trading	Midwest Tape	Demco	Cengage Learning	PIOINGUIOVA	Ribliothera	Amazon		Name
										6728	6727	6726	6725	6724	6723	6722	C.	6721	6720	Claim #	Library
Part .											Docuware	P-Card Purchase	P-Card Purchase	Docuware	P-Card Purchase	Docuware	A COLOR A CALCADO	P-Card Purchase	P-Card Purchases		Purchase Order#
								-	Total	Gas/Electric Services	TumbleBooks Service Renewal	Custodial Supplies	Program Supplies	Audiobooks	Cataloging Supplies	Large-Type Books	Services	Self-Checkout Fauinment and	Library and Program Supplies		Purpose
									\$21,210.64	\$4185.49	\$525.00	\$50.00	\$153.91	\$44.99	\$280.87	\$23.99	7 - 3	\$15,728.72	\$217.67		Amount
			-																		Voucher

LIBRARY BOARD

President Secretary