Administration
414.302.8501

Circulation
414.302.8503

Reference
414.302.8500

Children's
414.302.8502

CLAIMS AND FINANCE REPORT-JANUARY 2019

Appropriation January 2019		$1,877,227.00
Balance November 2018***		435,117.51
Balance		$2,312,344.51
The staff recommends the allowance of		
Claim Numbers 5784 to 5826 amounting to	$275,472.44	
Less Terchak Fund (Children's BR Refurbishment)	2,642.70	
		$272,829.74
BALANCE		$2,039,517.77

***Not reconciled with Finance
Division to date: does not include
Inventory or Public Works charges for 2018.

BOARD AUTHORIZATION

Motion: ________________

Second: ________________

January 23, 2019

CITY OF WEST ALLIS Date Filed January 23, 2019 - SCHEDULE OF VOUCHERS – END OF 2018

7525 W. Greenfield Avenue – West Allis, Wisconsin 53214 Date Paid__________ Library Board

Vendor ID #	Name	Library Claim #		Purchase Order #	Purpose	Amount	Voucher
	Amazon	5784		P-Card Purchases	Library and Program Supplies, Books	$147.32	
	Baker & Taylor	5785		P-Card Purchases	Books, DVD/s, CD/s, etc.	$34,474.57	
	Cavendish Square	5786		FPO #F37898	Children's Books	$193.94	
	Cengage Learning	5787		FPO #'s F37538, F37565, F37807	Audiobooks and Large-Type Books	$410.18	
	Center Point Large Print	5788		FPO #'s F37540, F37823	Large-Type Books	$88.68	
	Chamberlain's Floral and Gift Shop	5789		FPO #F37660	Holiday Poinsettias	$265.06	
	Chicago Tribune	5790		P-Card Purchase	Subscription Renewal	$727.48	
	Consumer Crafts	5791		P-Card Purchases	Adult Program Supplies	$47.32	
	Demco	5792		P-Card Purchases	Library and Cataloging Supplies	$1219.38	
	Dollar Tree	5793		P-Card Purchase	Tween Program Supplies	$8.00	
	Elliott ACE Hardware	5794		P-Card Purchases	Custodial Supplies	$55.04	
	Home Depot	5795		P-Card Purchase	Custodial Supplies	$79.33	
	Koszalka, Michael	5796		FPO #'s FF37433, F37695	Postage and Petty Cash	$156.32	
	Land's End	5797		P-Card Purchase	Staff Prizes	$60.00	
	MCFLS	5798		FPO #F37906	Ecommerce, Postage, Circulation and Cataloging Supplies	$1316.39	
	Midwest Tape	5799		FPO #'s F37539, F37566, F37808	Audiobooks	$1609.23	
	Milwaukee Journal Sentinel	5800		P-Card Purchase	Subscription Renewal	$1617.94	
	Office Depot	5801		P-Card Purchases	Library Supplies	$841.32	
	Penguin Random House	5802		FPO #F37541	Children's Audiobooks	$257.25	
	Pick 'N Save	5803		P-Card Purchases	Program Supplies	$265.18	
	San-A-Care	5804		P-Card Purchases	Custodial Supplies	$3673.34	

LIBRARY BOARD

______________________ President

______________________ Secretary

CITY OF WEST ALLIS Date Filed January 23, 2019 - SCHEDULE OF VOUCHERS – END OF 2018

7525 W. Greenfield Avenue – West Allis, Wisconsin 53214 Date Paid__________________ Library Board

	Scholastic	5805		FPO #F37821	Children's Books	$644.23	
	Scrub-A-Dub	5806		P-Card Purchase	Truck Car Wash	$6.00	
	Target	5807		P-Card Purchases	Teen/Tween Program Supplies	$74.27	
	USA Today	5808		P-Card Purchase	Subscription Renewal	$683.46	
	WE Energies	5809			Gas/Electric Services	$2109.91	
	Weston Woods Studios	5810		FPO #F37560	Children's Book	$28.45	
	World Market	5811		P-Card Purchases	Holiday Staff Party	$96.73	
	Payroll	5812				$200,317.67	
	November 9th, 2018				Total	$251,473.99	
	Regulars $40,844.20						
	Provisionals 7,032.13						
	Overtime 510.80						
	$48,387.13						
	November 21st, 2018						
	Regulars $47,338.82						
	Provisionals 6,470.40						
	$53,809.22						
	December 7th, 2018						
	Regulars $43,098.11						
	Provisionals 6,747.18						
	Overtime 667.35						
	$50,512.64						
	December 21st, 2018						
	Regulars $41,854.32						
	Provisionals 5,754.36						
	$47,608.68						

LIBRARY BOARD

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President Secretary

CITY OF WEST ALLIS Date Filed January 23, 2019 - SCHEDULE OF VOUCHERS

7525 W. Greenfield Avenue – West Allis, Wisconsin 53214   Date Paid__________________   Library Board

Vendor ID #	Name	Library Claim #	Purchase Order #	Purpose	Amount	Voucher
	Amazon	5813	P-Card Purchases	Library and Children's Supplies, Books	$143.21	
	Animal Quest	5814	FPO #F37714	Program Presentation Deposit	$100.00	
	Bibliotheca LLC	5815	FPO #F37916	Support and Maintenance Contract	$18,610.46	
	Cengage Learning Inc.	5816	FPO #F37927	Adult Large-Type Books	$382.71	
	Gruebling, Roger	5817	FPO #F37806	Children's Book	$20.00	
	JVL Solid Surface Solutions	5818	Purchase Order #142434	Children's Restroom Refurbishment (Terchak)	$1705.69	
	Lakeshore Learning	5819	P-Card Purchase	Children's Supplies	$117.26	
	Midwest Tape	5820	FPO #F37926	Children's DVD	$11.24	
	Milwaukee Business Journal	5821	FPO #F37925	Subscription Renewal	$100.00	
	Oriental Trading	5822	P-Card Purchase	Children's Program Supplies	$80.47	
	Plumbing Parts Plus	5823	P-Card Purchases	Children's Restroom Refurbishment (Terchak)	$937.01	
	Trojanowski, Gregory	5824	FPO #F37661	Leisure Learners Presentation	$75.00	
	Tumbleweed Press	5825	FPO #F37760	Tumblebooks Subscription	$525.00	
	Veritiv Operating Company	5826	Purchase Order #142570	Computer Paper Order	$1190.40	
				Total	$23,998.45	

LIBRARY BOARD

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President   Secretary