

Handley Regional Library
Regular Operating Expense Transactions
September 2015

Type	Date	Num	Name	Account	Debit	Credit
Check	09/10/2015	ACH	Treasurer of VA	109-000 · Cash-Bank (BoCC)		8,515.94
			Treasurer of VA	414-000 · Employer VRS	663.91	
			Treasurer of VA	414-000 · Employer VRS	7,836.25	
			Treasurer of VA	414-000 · Employer VRS	15.78	
					8,515.94	8,515.94
Check	09/09/2015	16267	Baker & Taylor	109-000 · Cash-Bank (BoCC)		527.02
			Baker & Taylor	426-001 · State	306.28	
			Baker & Taylor	426-001 · State	48.63	
			Baker & Taylor	426-001 · State	20.60	
			Baker & Taylor	426-001 · State	119.33	
			Baker & Taylor	426-001 · State	32.18	
					527.02	527.02
Check	09/09/2015	16268	Brodart	109-000 · Cash-Bank (BoCC)		2,394.47
			Brodart	426-001 · State	26.80	
			Brodart	426-001 · State	73.52	
			Brodart	426-001 · State	60.69	
			Brodart	426-001 · State	66.54	
			Brodart	426-001 · State	119.82	
			Brodart	426-001 · State	372.05	
			Brodart	426-001 · State	20.58	
			Brodart	426-001 · State	43.56	
			Brodart	426-001 · State	107.75	
			Brodart	426-001 · State	198.18	
			Brodart	426-001 · State	241.04	
			Brodart	426-001 · State	399.56	
			Brodart	426-001 · State	48.12	
			Brodart	426-001 · State	211.85	
			Brodart	426-001 · State	63.27	
			Brodart	426-001 · State	276.04	
			Brodart	426-001 · State	65.10	
					2,394.47	2,394.47
Check	09/09/2015	16269	Demco	109-000 · Cash-Bank (BoCC)		1,834.00
			Demco	540-002 · library supplies & mat/state	1,834.00	
					1,834.00	1,834.00
Check	09/09/2015	16270	Frederick County Public Schools	109-000 · Cash-Bank (BoCC)		87.51
			Frederick County Public Schools	582-002 · Bowman Library	87.51	
					87.51	87.51
Check	09/09/2015	16271	Frederick County Sanitation Authority	109-000 · Cash-Bank (BoCC)		127.24
			Frederick County Sanitation Authority	472-000 · Water & Sewer	127.24	
					127.24	127.24
Check	09/09/2015	16272	IDville	109-000 · Cash-Bank (BoCC)		24.20
			IDville	560-000 · Office Supplies	24.20	
					24.20	24.20
Check	09/09/2015	16273	Ingram	109-000 · Cash-Bank (BoCC)		2,733.59
			Ingram	426-001 · State	94.92	
			Ingram	426-001 · State	12.94	
			Ingram	426-001 · State	391.14	
			Ingram	426-001 · State	38.02	
			Ingram	426-001 · State	16.02	
			Ingram	426-001 · State	20.28	
			Ingram	426-001 · State	10.44	
			Ingram	426-001 · State	9.85	
			Ingram	426-001 · State	27.04	
			Ingram	426-001 · State	14.18	
			Ingram	426-001 · State	36.81	
			Ingram	426-001 · State	72.48	
			Ingram	426-001 · State	29.42	
			Ingram	426-001 · State	30.50	
			Ingram	426-001 · State	37.56	
			Ingram	426-001 · State	597.16	
			Ingram	426-001 · State	92.70	
			Ingram	426-001 · State	95.13	
			Ingram	426-001 · State	60.02	
			Ingram	426-001 · State	14.78	
			Ingram	426-001 · State	19.68	
			Ingram	426-001 · State	16.39	
			Ingram	426-001 · State	487.11	

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Type	Date	Num	Name	Account	Debit	Credit
			Ingram	426-001 · State	45.84	
			Ingram	426-001 · State	81.54	
			Ingram	426-001 · State	16.04	
			Ingram	426-001 · State	19.12	
			Ingram	426-001 · State	12.94	
			Ingram	426-001 · State	89.88	
			Ingram	426-001 · State	10.10	
			Ingram	426-001 · State	19.04	
			Ingram	426-001 · State	45.84	
			Ingram	426-001 · State	15.85	
			Ingram	426-001 · State	27.72	
			Ingram	426-001 · State	81.71	
			Ingram	426-001 · State	23.88	
			Ingram	426-000 · Books	19.52	
					2,733.59	2,733.59
Check	09/09/2015	16274	Landmark Elevator, Inc.	109-000 · Cash-Bank (BoCC)		132.61
			Landmark Elevator, Inc.	444-000 · Elevator Inspections	132.61	
					132.61	132.61
Check	09/09/2015	16275	Midwest Tape	109-000 · Cash-Bank (BoCC)		4,364.88
			Midwest Tape	434-001 · State Funding	478.84	
			Midwest Tape	434-001 · State Funding	39.99	
			Midwest Tape	434-001 · State Funding	39.99	
			Midwest Tape	434-001 · State Funding	45.74	
			Midwest Tape	434-001 · State Funding	157.43	
			Midwest Tape	434-001 · State Funding	34.99	
			Midwest Tape	434-001 · State Funding	65.98	
			Midwest Tape	434-001 · State Funding	77.93	
			Midwest Tape	434-001 · State Funding	88.41	
			Midwest Tape	434-001 · State Funding	17.24	
			Midwest Tape	434-001 · State Funding	174.96	
			Midwest Tape	434-001 · State Funding	126.96	
			Midwest Tape	434-001 · State Funding	159.96	
			Midwest Tape	434-001 · State Funding	242.93	
			Midwest Tape	434-001 · State Funding	227.82	
			Midwest Tape	434-001 · State Funding	316.28	
			Midwest Tape	434-001 · State Funding	49.99	
			Midwest Tape	434-001 · State Funding	784.75	
			Midwest Tape	434-001 · State Funding	314.92	
			Midwest Tape	434-001 · State Funding	199.95	
			Midwest Tape	434-001 · State Funding	302.92	
			Midwest Tape	434-001 · State Funding	196.94	
			Midwest Tape	434-001 · State Funding	99.98	
			Midwest Tape	434-200 · FFB	119.98	
					4,364.88	4,364.88
Check	09/09/2015	16276	Minnesota Life	109-000 · Cash-Bank (BoCC)		70.95
			Minnesota Life	414-000 · Employer VRS	70.95	
					70.95	70.95
Check	09/09/2015	16277	Norvac Lock Technology, Inc.	109-000 · Cash-Bank (BoCC)		65.00
			Norvac Lock Technology, Inc.	582-004 · Handley Library	65.00	
					65.00	65.00
Check	09/09/2015	16278	Office Depot	109-000 · Cash-Bank (BoCC)		105.23
			Office Depot	540-002 · library supplies & mat/state	33.96	
			Office Depot	560-000 · Office Supplies	3.17	
			Office Depot	540-002 · library supplies & mat/state	15.92	
			Office Depot	560-000 · Office Supplies	52.18	
					105.23	105.23
Check	09/09/2015	16279	Oriental Trading Company	109-000 · Cash-Bank (BoCC)		71.88
			Oriental Trading Company	545-110 · System-Wide Children's	71.88	
					71.88	71.88
Check	09/09/2015	16280	The Piccadilly Printing Company	109-000 · Cash-Bank (BoCC)		240.00
			The Piccadilly Printing Company	540-002 · library supplies & mat/state	240.00	
					240.00	240.00

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Type	Date	Num	Name	Account	Debit	Credit
Check	09/09/2015	16281	Shallow Creek Electrical Services, LLC Shallow Creek Electrical Services, LLC Shallow Creek Electrical Services, LLC	109-000 · Cash-Bank (BoCC) 582-003 · Clarke County Library 582-004 · Handley Library	451.80 90.00	541.80
					541.80	541.80
Check	09/09/2015	16282	Shenandoah Valley Electric Coopera... Shenandoah Valley Electric Coopera... Shenandoah Valley Electric Coopera...	109-000 · Cash-Bank (BoCC) 468-000 · Electric 468-000 · Electric	4,650.56 6,116.88	10,767.44
					10,767.44	10,767.44
Check	09/09/2015	16283	Shentel Shentel	109-000 · Cash-Bank (BoCC) 475-000 · Internet Telecommunications	2,985.00	2,985.00
					2,985.00	2,985.00
Check	09/09/2015	16284	Southern Refrigeration Corp. Southern Refrigeration Corp.	109-000 · Cash-Bank (BoCC) 582-004 · Handley Library	1,142.00	1,142.00
					1,142.00	1,142.00
Check	09/09/2015	16285	Staples Business Advantage Staples Business Advantage	109-000 · Cash-Bank (BoCC) 560-000 · Office Supplies	80.68	80.68
					80.68	80.68
Check	09/09/2015	16286	Tech Team Solutions, LLC Tech Team Solutions, LLC	109-000 · Cash-Bank (BoCC) 575-000 · Prof Services - Other	488.00	488.00
					488.00	488.00
Check	09/09/2015	16287	Upstart Upstart	109-000 · Cash-Bank (BoCC) 560-000 · Office Supplies	34.41	34.41
					34.41	34.41
Check	09/09/2015	16288	Vernon Library Supplies Vernon Library Supplies	109-000 · Cash-Bank (BoCC) 540-002 · library supplies & mat/state	90.63	90.63
					90.63	90.63
Check	09/09/2015	16289	The Winchester Star The Winchester Star	109-000 · Cash-Bank (BoCC) 501-000 · Advertising	112.80	112.80
					112.80	112.80
Check	09/09/2015	16290	Woodwise, Inc. Woodwise, Inc. Woodwise, Inc.	109-000 · Cash-Bank (BoCC) 582-004 · Handley Library 582-003 · Clarke County Library	480.00 75.00	555.00
					555.00	555.00
Check	09/01/2015	EFT	Bank of Clarke County Bank of Clarke County	109-000 · Cash-Bank (BoCC) 590-002 · Credit card processsing fees	82.67	82.67
					82.67	82.67
Check	09/01/2015	EFT	Authorize.net Authorize.net Authorize.net Authorize.net	109-000 · Cash-Bank (BoCC) 590-002 · Credit card processsing fees 590-002 · Credit card processsing fees 590-002 · Credit card processsing fees	20.00 18.40 7.25	45.65
					45.65	45.65
Check	09/25/2015	16296	Anderson Control, Inc. Anderson Control, Inc.	109-000 · Cash-Bank (BoCC) 582-004 · Handley Library	195.00	195.00
					195.00	195.00
Check	09/25/2015	16297	Anthem Blue Cross and Blue Shield Anthem Blue Cross and Blue Shield	109-000 · Cash-Bank (BoCC) 418-000 · Employer Medical Insurance	13,010.00	13,010.00
					13,010.00	13,010.00

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Type	Date	Num	Name	Account	Debit	Credit
Check	09/25/2015	16298	Baker & Taylor	109-000 · Cash-Bank (BoCC)		900.05
			Baker & Taylor	426-001 · State	42.26	
			Baker & Taylor	426-001 · State	283.68	
			Baker & Taylor	426-001 · State	14.68	
			Baker & Taylor	426-001 · State	192.52	
			Baker & Taylor	426-001 · State	53.24	
			Baker & Taylor	426-001 · State	81.03	
			Baker & Taylor	426-001 · State	163.30	
			Baker & Taylor	426-001 · State	16.27	
			Baker & Taylor	426-200 · FFB	53.07	
Check	09/25/2015	16299	B-K Office supply, inc	109-000 · Cash-Bank (BoCC)		63.89
			B-K Office supply, inc	540-000 · Lib mat & supplies	46.70	
			B-K Office supply, inc	560-000 · Office Supplies	11.40	
			B-K Office supply, inc	560-000 · Office Supplies	5.79	
				63.89	63.89	
Check	09/25/2015	16300	Brodart	109-000 · Cash-Bank (BoCC)		37.31
			Brodart	540-002 · library supplies & mat/state	37.31	
				37.31	37.31	
Check	09/25/2015	16301	Brodart	109-000 · Cash-Bank (BoCC)		5,310.50
			Brodart	426-001 · State	89.13	
			Brodart	426-001 · State	148.22	
			Brodart	426-001 · State	135.08	
			Brodart	426-001 · State	149.58	
			Brodart	426-001 · State	53.40	
			Brodart	426-001 · State	51.45	
			Brodart	426-001 · State	45.57	
			Brodart	426-001 · State	54.18	
			Brodart	426-001 · State	6.39	
			Brodart	426-001 · State	48.21	
			Brodart	426-001 · State	173.56	
			Brodart	426-001 · State	85.50	
			Brodart	426-001 · State	127.31	
			Brodart	426-001 · State	79.55	
			Brodart	426-001 · State	51.45	
			Brodart	426-001 · State	278.51	
			Brodart	426-001 · State	196.34	
			Brodart	426-001 · State	91.28	
			Brodart	426-001 · State	461.77	
			Brodart	426-001 · State	484.88	
			Brodart	426-001 · State	27.63	
			Brodart	426-001 · State	20.58	
			Brodart	426-001 · State	33.84	
			Brodart	426-001 · State	48.80	
			Brodart	426-001 · State	32.49	
			Brodart	426-001 · State	63.07	
			Brodart	426-001 · State	30.66	
			Brodart	426-001 · State	51.45	
			Brodart	426-001 · State	56.04	
			Brodart	426-001 · State	45.48	
			Brodart	426-001 · State	184.09	
			Brodart	426-001 · State	10.27	
			Brodart	426-001 · State	209.58	
			Brodart	426-001 · State	93.40	
			Brodart	426-001 · State	98.49	
			Brodart	426-001 · State	89.15	
			Brodart	426-001 · State	20.58	
			Brodart	426-001 · State	12.78	
			Brodart	426-001 · State	95.12	
Brodart	426-001 · State	48.21				
Brodart	426-001 · State	58.59				
Brodart	426-001 · State	15.73				
Brodart	426-001 · State	226.11				
Brodart	426-001 · State	26.80				
Brodart	426-001 · State	37.46				
Brodart	426-001 · State	397.57				
Brodart	426-91 · FRNLC	252.86				
Brodart	426-91 · FRNLC	45.34				
Brodart	426-91 · FRNLC	88.55				
Brodart	426-91 · FRNLC	78.42				
				5,310.50	5,310.50	

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Type	Date	Num	Name	Account	Debit	Credit
Check	09/25/2015	16302	Capital Tristate	109-000 · Cash-Bank (BoCC)		2,767.43
			Capital Tristate	582-003 · Clarke County Library	117.85	
			Capital Tristate	582-003 · Clarke County Library	120.00	
			Capital Tristate	582-003 · Clarke County Library	393.20	
			Capital Tristate	582-002 · Bowman Library	12.20	
			Capital Tristate	582-002 · Bowman Library	28.45	
			Capital Tristate	582-002 · Bowman Library		28.81
			Capital Tristate	582-004 · Handley Library	969.90	
			Capital Tristate	582-004 · Handley Library	387.96	
			Capital Tristate	582-004 · Handley Library	203.35	
			Capital Tristate	582-004 · Handley Library	208.74	
			Capital Tristate	582-004 · Handley Library	81.73	
			Capital Tristate	582-004 · Handley Library		211.50
			Capital Tristate	582-002 · Bowman Library	49.18	
			Capital Tristate	582-004 · Handley Library	435.18	
					3,007.74	3,007.74
Check	09/25/2015	16303	Dex Media	109-000 · Cash-Bank (BoCC)		88.00
			Dex Media	501-000 · Advertising	88.00	
					88.00	88.00
Check	09/25/2015	16304	Office Depot	109-000 · Cash-Bank (BoCC)		568.21
			Office Depot	560-000 · Office Supplies	15.76	
			Office Depot	560-000 · Office Supplies	89.15	
			Office Depot	560-000 · Office Supplies	357.42	
			Office Depot	560-000 · Office Supplies	18.99	
			Office Depot	560-000 · Office Supplies	26.73	
			Office Depot	560-000 · Office Supplies	54.37	
			Office Depot	560-000 · Office Supplies	5.79	
					568.21	568.21
Check	09/25/2015	16305	OCLC	109-000 · Cash-Bank (BoCC)		62.89
			OCLC	585-000 · Solinet Charges	62.89	
					62.89	62.89
Check	09/25/2015	16306	Oriental Trading Company	109-000 · Cash-Bank (BoCC)		127.50
			Oriental Trading Company	545-111 · Kiwanis	127.50	
					127.50	127.50
Check	09/25/2015	16307	OverDrive, Inc.	109-000 · Cash-Bank (BoCC)		14.00
			OverDrive, Inc.	436-001 · State Funding	14.00	
					14.00	14.00
Check	09/25/2015	16308	Quill	109-000 · Cash-Bank (BoCC)		67.46
			Quill	560-000 · Office Supplies	13.10	
			Quill	560-000 · Office Supplies	54.36	
					67.46	67.46
Check	09/25/2015	16309	Scholastic Library Publishing	109-000 · Cash-Bank (BoCC)		456.30
			Scholastic Library Publishing	426-200 · FFB	456.30	
					456.30	456.30
Check	09/25/2015	16310	Shallow Creek Electrical Services, LLC	109-000 · Cash-Bank (BoCC)		1,147.50
			Shallow Creek Electrical Services, LLC	582-004 · Handley Library	427.50	
			Shallow Creek Electrical Services, LLC	582-002 · Bowman Library	720.00	
					1,147.50	1,147.50
Check	09/25/2015	16311	Solutex, Inc.	109-000 · Cash-Bank (BoCC)		1,948.74
			Solutex, Inc.	535-000 · Janitorial Mat'ls & Supplies	373.50	
			Solutex, Inc.	535-000 · Janitorial Mat'ls & Supplies	216.00	
			Solutex, Inc.	535-000 · Janitorial Mat'ls & Supplies	363.00	
			Solutex, Inc.	535-000 · Janitorial Mat'ls & Supplies	216.00	
			Solutex, Inc.	535-000 · Janitorial Mat'ls & Supplies	216.00	
			Solutex, Inc.	535-000 · Janitorial Mat'ls & Supplies	564.24	
					1,948.74	1,948.74
Check	09/25/2015	16312	Southern Air	109-000 · Cash-Bank (BoCC)		955.00
			Southern Air	582-004 · Handley Library	680.00	
			Southern Air	582-004 · Handley Library	275.00	
					955.00	955.00

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Type	Date	Num	Name	Account	Debit	Credit
Check	09/25/2015	16313	Southern Refrigeration Corp. Southern Refrigeration Corp. Southern Refrigeration Corp.	109-000 · Cash-Bank (BoCC) 535-000 · Janitorial Mat'ls & Supplies 535-000 · Janitorial Mat'ls & Supplies	99.10 5.72	104.82
					104.82	104.82
Check	09/25/2015	16314	Staples Business Advantage Staples Business Advantage Staples Business Advantage	109-000 · Cash-Bank (BoCC) 560-000 · Office Supplies 560-000 · Office Supplies	20.78 45.99	66.77
					66.77	66.77
Check	09/25/2015	16315	Tech Team Solutions, LLC Tech Team Solutions, LLC	109-000 · Cash-Bank (BoCC) 458-001 · State Funding	1,550.00	1,550.00
					1,550.00	1,550.00
Check	09/25/2015	16316	Unique Management Services, Inc. Unique Management Services, Inc.	109-000 · Cash-Bank (BoCC) 575-000 · Prof Services - Other	295.35	295.35
					295.35	295.35
Check	09/25/2015	16317	US Bank Equipment Finance US Bank Equipment Finance	109-000 · Cash-Bank (BoCC) 464-003 · Rental & Maint. Contracts	2,140.00	2,140.00
					2,140.00	2,140.00
Check	09/25/2015	16318	Vac-Shack Vac-Shack Vac-Shack	109-000 · Cash-Bank (BoCC) 535-000 · Janitorial Mat'ls & Supplies 535-000 · Janitorial Mat'ls & Supplies	20.00 159.94	179.94
					179.94	179.94
Check	09/25/2015	16319	Cardmember Services Cardmember Services Cardmember Services Cardmember Services Cardmember Services Cardmember Services	109-000 · Cash-Bank (BoCC) 560-000 · Office Supplies 540-002 · library supplies & mat/state 636-004 · Graves 560-000 · Office Supplies 488-002 · Administration CE	53.98 31.63 241.14 55.96 39.00	421.71
					421.71	421.71
Check	09/25/2015	16320	Verizon Verizon	109-000 · Cash-Bank (BoCC) 476-000 · Telephone - Regular	816.11	816.11
					816.11	816.11
Check	09/25/2015	16321	Wal-Mart Community Wal-Mart Community	109-000 · Cash-Bank (BoCC) 560-000 · Office Supplies	123.02	123.02
					123.02	123.02
Check	09/25/2015	16322	Washington Gas Washington Gas Washington Gas	109-000 · Cash-Bank (BoCC) 470-000 · Heating 470-000 · Heating	12.05 51.97	64.02
					64.02	64.02
Check	09/25/2015	16323	City of Winchester, Treasurer City of Winchester, Treasurer	109-000 · Cash-Bank (BoCC) 588-000 · Vehicle Expense	102.26	102.26
					102.26	102.26
Check	09/25/2015	16324	Winchester Public Utilities Winchester Public Utilities	109-000 · Cash-Bank (BoCC) 472-000 · Water & Sewer	684.04	684.04
					684.04	684.04
Check	09/25/2015	16325	Huddy, John N Huddy, John N Huddy, John N	109-000 · Cash-Bank (BoCC) 484-000 · In-House Workshops 488-002 · Administration CE	55.32 67.68	123.00
					123.00	123.00
Check	09/25/2015	16326	Bly, Carolyn S. Bly, Carolyn S.	109-000 · Cash-Bank (BoCC) 535-000 · Janitorial Mat'ls & Supplies	134.53	134.53
					134.53	134.53

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10/23/15

Handley Regional Library
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Type	Date	Num	Name	Account	Debit	Credit
Check	09/30/2015	EFT	Bank of Clarke County	109-000 · Cash-Bank (BoCC)		64.79
			Bank of Clarke County	590-000 · Other Operating Expenses	64.79	
					64.79	64.79
TOTAL					<u>73,051.05</u>	<u>73,051.05</u>