

Handley Regional Library
Regular Operating Expense Transactions
September 2017

Type	Date	Num	Name	Account	Debit	Credit
Check	09/08/2017	ACH	Treasurer of VA Treasurer of VA Treasurer of VA Treasurer of VA	109-000 · Cash-Bank (BoCC) 414-000 · Employer VRS 414-000 · Employer VRS 414-000 · Employer VRS	679.02 6,122.07 37.25	6,838.34
					6,838.34	6,838.34
Check	09/05/2017	ACH	ICMA-RC ICMA-RC	109-000 · Cash-Bank (BoCC) 414-000 · Employer VRS	14.32	14.32
					14.32	14.32
Check	09/07/2017	ACH	ICMA-RC ICMA-RC	109-000 · Cash-Bank (BoCC) 414-000 · Employer VRS	71.62	71.62
					71.62	71.62
Check	09/06/2017	18196	A Cut Above Landscaping & Lawn C... A Cut Above Landscaping & Lawn C...	109-000 · Cash-Bank (BoCC) 445-000 · Lawn Care	140.00	140.00
					140.00	140.00
Check	09/06/2017	18197	ALA ALA	109-000 · Cash-Bank (BoCC) 540-002 · library supplies & mat/state	303.20	303.20
					303.20	303.20
Check	09/06/2017	18198	Clem's Garage, Inc. Clem's Garage, Inc. Clem's Garage, Inc.	109-000 · Cash-Bank (BoCC) 588-000 · Vehicle Expense 588-000 · Vehicle Expense	341.43 158.98	500.41
					500.41	500.41
Check	09/06/2017	18199	Commercial Press, Inc. Commercial Press, Inc.	109-000 · Cash-Bank (BoCC) 545-110 · System-Wide Children's	684.00	684.00
					684.00	684.00
Check	09/06/2017	18200	Jno.S.Solenberger & Co., Inc. Jno.S.Solenberger & Co., Inc.	109-000 · Cash-Bank (BoCC) 535-000 · Janitorial Mat'ls & Supplies	11.89	11.89
					11.89	11.89
Check	09/06/2017	18201	Landmark Elevator, Inc. Landmark Elevator, Inc.	109-000 · Cash-Bank (BoCC) 444-000 · Elevator Inspections	183.28	183.28
					183.28	183.28
Check	09/06/2017	18202	The Library of Virginia The Library of Virginia	109-000 · Cash-Bank (BoCC) 575-000 · Prof Services - Other	2,251.67	2,251.67
					2,251.67	2,251.67
Check	09/06/2017	18203	Norvac Lock Technology, Inc. Norvac Lock Technology, Inc.	109-000 · Cash-Bank (BoCC) 535-000 · Janitorial Mat'ls & Supplies	18.70	18.70
					18.70	18.70
Check	09/06/2017	18204	Oriental Trading Company Oriental Trading Company Oriental Trading Company	109-000 · Cash-Bank (BoCC) 545-110 · System-Wide Children's 540-002 · library supplies & mat/state	60.91 495.99	556.90
					556.90	556.90
Check	09/06/2017	18205	Quill Quill Quill	109-000 · Cash-Bank (BoCC) 560-000 · Office Supplies 560-000 · Office Supplies	71.52 43.41	114.93
					114.93	114.93
Check	09/06/2017	18206	Shenandoah Valley Electric Coopera... Shenandoah Valley Electric Coopera... Shenandoah Valley Electric Coopera...	109-000 · Cash-Bank (BoCC) 468-000 · Electric 468-000 · Electric	5,774.38 4,360.55	10,134.93
					10,134.93	10,134.93
Check	09/06/2017	18207	Shentel Shentel	109-000 · Cash-Bank (BoCC) 475-000 · Internet Telecommunications	2,985.00	2,985.00
					2,985.00	2,985.00

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Type	Date	Num	Name	Account	Debit	Credit
Check	09/06/2017	18208	Southern Air Southern Air	109-000 · Cash-Bank (BoCC) 582-004 · Handley Library	190.00	190.00
					190.00	190.00
Check	09/06/2017	18209	Yount, Hyde & Barbour, P.C. Yount, Hyde & Barbour, P.C.	109-000 · Cash-Bank (BoCC) 575-000 · Prof Services - Other	10,000.00	10,000.00
					10,000.00	10,000.00
Check	09/06/2017	18210	The Winchester Star The Winchester Star	109-000 · Cash-Bank (BoCC) 501-000 · Advertising	55.00	55.00
					55.00	55.00
Check	09/06/2017	18211	Gangai, Aimee L Gangai, Aimee L	109-000 · Cash-Bank (BoCC) 545-140 · Handley Children's (Robins...	95.38	95.38
					95.38	95.38
Check	09/14/2017	18212	Baker & Taylor Baker & Taylor Baker & Taylor	109-000 · Cash-Bank (BoCC) 426-001 · State 426-201 · Kafitz	682.37 242.08	924.45
					924.45	924.45
Check	09/14/2017	18213	Cardmember Services 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 560-000 · Office Supplies 501-000 · Advertising 560-000 · Office Supplies 560-000 · Office Supplies	78.97 50.92 2.69 10.00 3.79 120.88	267.25
					267.25	267.25
Check	09/14/2017	18214	Cengage Gale Cengage Gale	109-000 · Cash-Bank (BoCC) 426-001 · State	162.73	162.73
					162.73	162.73
Check	09/14/2017	18215	Demco Demco	109-000 · Cash-Bank (BoCC) 540-002 · library supplies & mat/state	37.73	37.73
					37.73	37.73
Check	09/14/2017	18216	Frederick County Public Schools Frederick County Public Schools	109-000 · Cash-Bank (BoCC) 582-002 · Bowman Library	87.51	87.51
					87.51	87.51
Check	09/14/2017	18217	Frederick County Sanitation Authority Frederick County Sanitation Authority	109-000 · Cash-Bank (BoCC) 472-000 · Water & Sewer	438.63	438.63
					438.63	438.63
Check	09/14/2017	18218	Handley Regional Library/Petty cash Handley Regional Library/Petty cash Handley Regional Library/Petty cash	109-000 · Cash-Bank (BoCC) 565-000 · Postage 540-002 · library supplies & mat/state	96.27 11.49	107.76
					107.76	107.76
Check	09/14/2017	18219	Ingram Ingram Ingram Ingram	109-000 · Cash-Bank (BoCC) 426-001 · State 426-001 · State 426-001 · State 426-001 · State	779.98 702.70 103.74 793.51	2,379.93
					2,379.93	2,379.93
Check	09/14/2017	18220	Sue Manley Sue Manley	109-000 · Cash-Bank (BoCC) 582-004 · Handley Library	45.00	45.00
					45.00	45.00

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Type	Date	Num	Name	Account	Debit	Credit
Check	09/14/2017	18221	Midwest Tape	109-000 · Cash-Bank (BoCC)		5,552.91
			Midwest Tape	434-001 · State Funding	679.96	
			Midwest Tape	434-001 · State Funding	456.48	
			Midwest Tape	434-001 · State Funding	1,039.08	
			Midwest Tape	434-001 · State Funding	1,192.62	
			Midwest Tape	434-001 · State Funding	1,150.73	
			Midwest Tape	434-001 · State Funding	169.96	
			Midwest Tape	434-001 · State Funding	247.94	
			Midwest Tape	434-102 · Angelo	512.70	
			Midwest Tape	434-201 · Kafitz	103.44	
					5,552.91	5,552.91
Check	09/14/2017	18222	Northern Virginia Daily	109-000 · Cash-Bank (BoCC)		75.00
			Northern Virginia Daily	501-000 · Advertising	75.00	
					75.00	75.00
Check	09/14/2017	18223	OCLC	109-000 · Cash-Bank (BoCC)		67.04
			OCLC	590-000 · Other Operating Expenses	67.04	
					67.04	67.04
Check	09/14/2017	18224	Scholastic Library Publishing	109-000 · Cash-Bank (BoCC)		456.30
			Scholastic Library Publishing	426-200 · FFB	456.30	
					456.30	456.30
Check	09/14/2017	18225	Staples Business Advantage	109-000 · Cash-Bank (BoCC)		62.03
			Staples Business Advantage	560-000 · Office Supplies	62.03	
					62.03	62.03
Check	09/14/2017	18226	Unique Management Services, Inc.	109-000 · Cash-Bank (BoCC)		375.90
			Unique Management Services, Inc.	575-000 · Prof Services - Other	375.90	
					375.90	375.90
Check	09/14/2017	18227	Verizon Wireless	109-000 · Cash-Bank (BoCC)		70.16
			Verizon Wireless	477-000 · Mobile Internet	70.16	
					70.16	70.16
Check	09/14/2017	18228	Weiss Bros. of Hagerstown, Inc	109-000 · Cash-Bank (BoCC)		263.07
			Weiss Bros. of Hagerstown, Inc	535-000 · Janitorial Mat'ls & Supplies	263.07	
					263.07	263.07
Check	09/14/2017	18229	Winchester Equipment Company	109-000 · Cash-Bank (BoCC)		411.38
			Winchester Equipment Company	582-002 · Bowman Library	411.38	
					411.38	411.38
Check	09/14/2017	18230	The Winchester Star	109-000 · Cash-Bank (BoCC)		125.00
			The Winchester Star	428-001 · State Funding	125.00	
					125.00	125.00
Check	09/14/2017	18231	Gangai, Aimee L	109-000 · Cash-Bank (BoCC)		117.16
			Gangai, Aimee L	545-140 · Handley Children's (Robins...	6.32	
			Gangai, Aimee L	545-140 · Handley Children's (Robins...	27.62	
			Gangai, Aimee L	545-140 · Handley Children's (Robins...	8.40	
			Gangai, Aimee L	545-140 · Handley Children's (Robins...	74.82	
					117.16	117.16
Check	09/14/2017	18232	Becky Barker	109-000 · Cash-Bank (BoCC)		15.00
			Becky Barker	540-010 · Limon	15.00	
					15.00	15.00
Check	09/14/2017	18233	Bly, Carolyn S.	109-000 · Cash-Bank (BoCC)		30.24
			Bly, Carolyn S.	582-004 · Handley Library	30.24	
					30.24	30.24
Check	09/12/2017	ACH	NSF CHECK	109-000 · Cash-Bank (BoCC)		33.05
			NSF CHECK	342-000 · Overdue Fines	33.05	
					33.05	33.05

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Type	Date	Num	Name	Account	Debit	Credit
			Capital Tristate	582-004 · Handley Library	568.88	
			Capital Tristate	582-004 · Handley Library	176.78	
					6,120.21	6,120.21
Check	09/21/2017	18244	Cengage Gale	109-000 · Cash-Bank (BoCC)		4,607.06
			Cengage Gale	426-200 · FFB	4,607.06	
					4,607.06	4,607.06
Check	09/21/2017	18245	Dex Media	109-000 · Cash-Bank (BoCC)		95.00
			Dex Media	501-000 · Advertising	95.00	
					95.00	95.00
Check	09/21/2017	18246	Hollinger Metal Edge, Inc.	109-000 · Cash-Bank (BoCC)		203.34
			Hollinger Metal Edge, Inc.	540-002 · library supplies & mat/state	203.34	
					203.34	203.34
Check	09/21/2017	18247	Ingram	109-000 · Cash-Bank (BoCC)		1,066.26
			Ingram	426-001 · State	683.07	
			Ingram	426-201 · Kafitz	383.19	
					1,066.26	1,066.26
Check	09/21/2017	18248	Don Jansson	109-000 · Cash-Bank (BoCC)		300.00
			Don Jansson	426-001 · State	300.00	
					300.00	300.00
Check	09/21/2017	18249	McDaniel Piping Service, Inc.	109-000 · Cash-Bank (BoCC)		483.54
			McDaniel Piping Service, Inc.	582-002 · Bowman Library	483.54	
					483.54	483.54
Check	09/21/2017	18250	OverDrive, Inc.	109-000 · Cash-Bank (BoCC)		1,763.27
			OverDrive, Inc.	436-001 · State Funding	1,763.27	
					1,763.27	1,763.27
Check	09/21/2017	18251	Quill	109-000 · Cash-Bank (BoCC)		76.58
			Quill	540-002 · library supplies & mat/state	6.84	
			Quill	560-000 · Office Supplies	44.52	
			Quill	560-000 · Office Supplies	25.22	
					76.58	76.58
Check	09/21/2017	18252	Shallow Creek Electrical Services, LLC	109-000 · Cash-Bank (BoCC)		1,645.00
			Shallow Creek Electrical Services, LLC	582-004 · Handley Library	175.00	
			Shallow Creek Electrical Services, LLC	582-004 · Handley Library	945.00	
			Shallow Creek Electrical Services, LLC	582-004 · Handley Library	525.00	
					1,645.00	1,645.00
Check	09/21/2017	18253	Spoon Man, Inc	109-000 · Cash-Bank (BoCC)		60.00
			Spoon Man, Inc	434-200 · FFB	45.00	
			Spoon Man, Inc	426-200 · FFB	15.00	
					60.00	60.00
Check	09/21/2017	18254	Verizon	109-000 · Cash-Bank (BoCC)		838.24
			Verizon	476-000 · Telephone - Regular	838.24	
					838.24	838.24
Check	09/21/2017	18255	City of Winchester, Treasurer	109-000 · Cash-Bank (BoCC)		123.85
			City of Winchester, Treasurer	588-000 · Vehicle Expense	123.85	
					123.85	123.85
Check	09/21/2017	18256	Winchester Public Utilities	109-000 · Cash-Bank (BoCC)		762.69
			Winchester Public Utilities	472-000 · Water & Sewer	762.69	
					762.69	762.69
Check	09/21/2017	18257	Smith, Jane F	109-000 · Cash-Bank (BoCC)		395.17
			Smith, Jane F	488-004 · Children's Div. CE	395.17	
					395.17	395.17

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Type	Date	Num	Name	Account	Debit	Credit
Check	09/26/2017	18258	Brodart	109-000 · Cash-Bank (BoCC)		487.56
			Brodart	426-001 · State	48.06	
			Brodart	426-001 · State	34.05	
			Brodart	426-001 · State	24.33	
			Brodart	426-102 · Angelo	52.79	
			Brodart	426-102 · Angelo	48.06	
			Brodart	426-200 · FFB	217.06	
			Brodart	426-201 · Kafitz	7.09	
			Brodart	426-201 · Kafitz	56.12	
					487.56	487.56
Check	09/26/2017	18259	ELM USA, Inc.	109-000 · Cash-Bank (BoCC)		327.15
			ELM USA, Inc.	540-002 · library supplies & mat/state	327.15	
					327.15	327.15
Check	09/26/2017	18260	Greatscapes Property Management ...	109-000 · Cash-Bank (BoCC)		13,325.00
			Greatscapes Property Management ...	641-000 · Leasehold Improvements	3,280.00	
			Greatscapes Property Management ...	641-002 · Robinson	10,045.00	
					13,325.00	13,325.00
Check	09/26/2017	18261	JanWay Company USA, Inc.	109-000 · Cash-Bank (BoCC)		328.32
			JanWay Company USA, Inc.	351-001 · Fund Raising Projects Expe...	328.32	
					328.32	328.32
Check	09/26/2017	18262	Midwest Tape	109-000 · Cash-Bank (BoCC)		3,418.33
			Midwest Tape	434-102 · Angelo	240.61	
			Midwest Tape	434-201 · Kafitz	78.71	
			Midwest Tape	434-001 · State Funding	170.14	
			Midwest Tape	434-001 · State Funding	271.92	
			Midwest Tape	434-001 · State Funding	218.12	
			Midwest Tape	434-001 · State Funding	553.20	
			Midwest Tape	434-001 · State Funding	229.94	
			Midwest Tape	434-001 · State Funding	245.88	
			Midwest Tape	434-001 · State Funding	101.19	
			Midwest Tape	434-001 · State Funding	1,104.71	
			Midwest Tape	434-001 · State Funding	203.91	
					3,418.33	3,418.33
Check	09/26/2017	18263	Televend Services, Inc.	109-000 · Cash-Bank (BoCC)		368.09
			Televend Services, Inc.	351-001 · Fund Raising Projects Expe...	368.09	
					368.09	368.09
Check	09/26/2017	18264	Treasurer, Frederick County	109-000 · Cash-Bank (BoCC)		4,158.69
			Treasurer, Frederick County	448-000 · Trash Disposal	155.46	
			Treasurer, Frederick County	530-000 · Insurance	3,549.00	
			Treasurer, Frederick County	530-000 · Insurance	454.23	
					4,158.69	4,158.69
Check	09/26/2017	18265	US Bank Equipment Finance	109-000 · Cash-Bank (BoCC)		2,212.50
			US Bank Equipment Finance	464-003 · Rental & Maint. Contracts	2,212.50	
					2,212.50	2,212.50
Check	09/26/2017	18266	Vac-Shack	109-000 · Cash-Bank (BoCC)		129.95
			Vac-Shack	535-000 · Janitorial Mat'ls & Supplies	129.95	
					129.95	129.95
Check	09/26/2017	18267	Virginia Library Association	109-000 · Cash-Bank (BoCC)		277.50
			Virginia Library Association	488-006 · Clarke, ABB CE	277.50	
					277.50	277.50
Check	09/26/2017	18268	Washington Gas	109-000 · Cash-Bank (BoCC)		172.78
			Washington Gas	470-000 · Heating	172.78	
					172.78	172.78
Check	09/26/2017	18269	Weiss Bros. of Hagerstown, Inc	109-000 · Cash-Bank (BoCC)		434.45
			Weiss Bros. of Hagerstown, Inc	535-000 · Janitorial Mat'ls & Supplies	434.45	
					434.45	434.45

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Type	Date	Num	Name	Account	Debit	Credit
Check	09/30/2017	EFT	Bank of Clarke County	109-000 · Cash-Bank (BoCC)		64.99
			Bank of Clarke County	590-000 · Other Operating Expenses	64.99	
					64.99	64.99
TOTAL					<u>108,986.99</u>	<u>108,986.99</u>