



**Handley Regional Library**  
**Regular Operating Expense Transactions**  
**November 2014**

Type	Date	Num	Name	Account	Debit	Credit
			Ingram	State	411.37	
			Ingram	State	14.78	
					1,591.23	1,591.23
Check	11/11/2014	15491	Jno.S.Solenberger & Co., Inc. Jno.S.Solenberger & Co., Inc. Jno.S.Solenberger & Co., Inc.	Cash-Bank (BoCC) Janitorial Mat'ls & Supplies Janitorial Mat'ls & Supplies	25.46 56.94	82.40
					82.40	82.40
Check	11/11/2014	15492	Landmark Elevator, Inc. Landmark Elevator, Inc.	Cash-Bank (BoCC) Elevator Inspections	128.75	128.75
					128.75	128.75
Check	11/11/2014	15493	The Library Corporation The Library Corporation	Cash-Bank (BoCC) State Funding	995.00	995.00
					995.00	995.00
Check	11/11/2014	15494	McDaniel Piping Service, Inc. McDaniel Piping Service, Inc.	Cash-Bank (BoCC) Handley Library	65.00	65.00
					65.00	65.00
Check	11/11/2014	15495	Midwest Tape Midwest Tape Midwest Tape Midwest Tape Midwest Tape Midwest Tape Midwest Tape Midwest Tape Midwest Tape Midwest Tape Midwest Tape	Cash-Bank (BoCC) State Funding State Funding State Funding State Funding State Funding State Funding State Funding State Funding State Funding State Funding	39.99 819.36 22.48 29.99 443.87 59.96 109.97 33.72 134.94 203.87	1,898.15
					1,898.15	1,898.15
Check	11/11/2014	15496	Minnesota Life Minnesota Life	Cash-Bank (BoCC) Employer VRS	67.22	67.22
					67.22	67.22
Check	11/11/2014	15497	NMS Imaging, Inc. NMS Imaging, Inc. NMS Imaging, Inc.	Cash-Bank (BoCC) Prof Services - Other Prof Services - Other	103.50 375.00	478.50
					478.50	478.50
Check	11/11/2014	15498	OCLC OCLC	Cash-Bank (BoCC) Solinet Charges	61.05	61.05
					61.05	61.05
Check	11/11/2014	15499	OverDrive, Inc. OverDrive, Inc.	Cash-Bank (BoCC) State Funding	64.00	64.00
					64.00	64.00
Check	11/11/2014	15500	Patton's Movers, Inc. Patton's Movers, Inc.	Cash-Bank (BoCC) Other Operating Expenses	95.28	95.28
					95.28	95.28
Check	11/11/2014	15501	Shenandoah Valley Electric Coopera... Shenandoah Valley Electric Coopera... Shenandoah Valley Electric Coopera...	Cash-Bank (BoCC) Electric Electric	3,347.51 4,204.19	7,551.70
					7,551.70	7,551.70
Check	11/11/2014	15502	Shentel Shentel	Cash-Bank (BoCC) Internet Telecommunications	2,985.00	2,985.00
					2,985.00	2,985.00
Check	11/11/2014	15503	Solutex, Inc. Solutex, Inc. Solutex, Inc.	Cash-Bank (BoCC) Janitorial Mat'ls & Supplies Janitorial Mat'ls & Supplies	216.00 216.00	432.00
					432.00	432.00
Check	11/11/2014	15504	Southern Air Southern Air	Cash-Bank (BoCC) Handley Library	1,031.07	1,031.07
					1,031.07	1,031.07
Check	11/11/2014	15505	U.S. Postal Service U.S. Postal Service	Cash-Bank (BoCC) Postage	490.00	490.00
					490.00	490.00

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Type	Date	Num	Name	Account	Debit	Credit
Check	11/11/2014	15506	Virginia Farm Market, L.C. Virginia Farm Market, L.C.	Cash-Bank (BoCC) Children's programs	87.36	87.36
					87.36	87.36
Check	11/11/2014	15507	Wal-Mart Community Wal-Mart Community	Cash-Bank (BoCC) Janitorial Mat'ls & Supplies	24.22	24.22
					24.22	24.22
Check	11/11/2014	15508	Weiss Bros. of Hagerstown, Inc Weiss Bros. of Hagerstown, Inc Weiss Bros. of Hagerstown, Inc Weiss Bros. of Hagerstown, Inc Weiss Bros. of Hagerstown, Inc	Cash-Bank (BoCC) Janitorial Mat'ls & Supplies Janitorial Mat'ls & Supplies Janitorial Mat'ls & Supplies Janitorial Mat'ls & Supplies	374.48 409.02 55.36 445.22	1,284.08
					1,284.08	1,284.08
Check	11/11/2014	15509	Winchester Public Utilities Winchester Public Utilities	Cash-Bank (BoCC) Water & Sewer	699.77	699.77
					699.77	699.77
Check	11/11/2014	15510	City of Winchester, Treasurer City of Winchester, Treasurer City of Winchester, Treasurer	Cash-Bank (BoCC) Vehicle Expense Vehicle Expense	168.98 147.97	316.95
					316.95	316.95
Check	11/11/2014	15511	Winchester Rotary Club Winchester Rotary Club	Cash-Bank (BoCC) Dues & Memberships	195.00	195.00
					195.00	195.00
Check	11/11/2014	15512	Bly, Carolyn S. Bly, Carolyn S.	Cash-Bank (BoCC) Administration CE	50.73	50.73
					50.73	50.73
Check	11/11/2014	15513	Sutter, Jennifer J Sutter, Jennifer J	Cash-Bank (BoCC) Children's Div. CE	50.00	50.00
					50.00	50.00
Check	11/11/2014	15514	Davis, Adrienne Davis, Adrienne	Cash-Bank (BoCC) Adult Services Div. CE	50.00	50.00
					50.00	50.00
Check	11/11/2014	15515	Hughes, Donna J. Hughes, Donna J. Hughes, Donna J. Hughes, Donna J.	Cash-Bank (BoCC) Young Adult Programs Children's programs Young Adult Programs	144.16 37.93 27.48	209.57
					209.57	209.57
Check	11/11/2014	15516	Holloway, Sara C. Holloway, Sara C. Holloway, Sara C.	Cash-Bank (BoCC) ALA Membership IntraLibrary Mileage	133.00 70.85	203.85
					203.85	203.85
Check	11/11/2014	15517	Kennedy, Laurine E Kennedy, Laurine E	Cash-Bank (BoCC) IntraLibrary Mileage	120.12	120.12
					120.12	120.12
Check	11/3/2014	EFT	Bank of Clarke County Bank of Clarke County	Cash-Bank (BoCC) Credit card processsing fees	88.47	88.47
					88.47	88.47
Check	11/1/2014	EFT	Authorize.net Authorize.net Authorize.net Authorize.net	Cash-Bank (BoCC) Credit card processsing fees Credit card processsing fees Credit card processsing fees	20.00 16.20 7.50	43.70
					43.70	43.70
Check	11/18/2014	15522	U.S. Postal Service U.S. Postal Service	Cash-Bank (BoCC) Postage	150.00	150.00
					150.00	150.00
Check	11/21/2014	15523	Amazon Amazon Amazon Amazon	Cash-Bank (BoCC) smgift State Books State	53.98 4.24 17.63 4.00	79.85
					79.85	79.85

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Type	Date	Num	Name	Account	Debit	Credit
Check	11/21/2014	15524	Anthem Blue Cross and Blue Shield Anthem Blue Cross and Blue Shield	Cash-Bank (BoCC) Employer Medical Insurance	12,997.00	12,997.00
					12,997.00	12,997.00
Check	11/21/2014	15525	Baker & Taylor Baker & Taylor Baker & Taylor Baker & Taylor Baker & Taylor	Cash-Bank (BoCC) FFB FFB FFB FFB	77.09 23.94 44.16 347.58	492.77
					492.77	492.77
Check	11/21/2014	15526	Brodart Brodart Brodart Brodart Brodart Brodart Brodart Brodart Brodart	Cash-Bank (BoCC) State State FFB FFB FFB FFB FFB FFB	135.83 14.51 51.45 9.42 32.49 46.82 56.85 27.50	374.87
					374.87	374.87
Check	11/21/2014	15527	CDW-G CDW-G	Cash-Bank (BoCC) Computer Licensing & Maint.	2,034.00	2,034.00
					2,034.00	2,034.00
Check	11/21/2014	15528	Chalk Dust Chalk Dust	Cash-Bank (BoCC) Children's programs	17.97	17.97
					17.97	17.97
Check	11/21/2014	15529	Children's Plus Inc Children's Plus Inc Children's Plus Inc Children's Plus Inc Children's Plus Inc Children's Plus Inc Children's Plus Inc	Cash-Bank (BoCC) State State State State State State	2,004.56 1,500.40 2,394.99 2,218.26 2,594.36 180.00	10,892.57
					10,892.57	10,892.57
Check	11/21/2014	15530	Commercial Press, Inc. Commercial Press, Inc.	Cash-Bank (BoCC) Office Supplies	37.05	37.05
					37.05	37.05
Check	11/21/2014	15531	A Cut Above Landscaping & Lawn C... A Cut Above Landscaping & Lawn C...	Cash-Bank (BoCC) Lawn Care	205.00	205.00
					205.00	205.00
Check	11/21/2014	15532	Dex Media Dex Media	Cash-Bank (BoCC) Advertising	88.00	88.00
					88.00	88.00
Check	11/21/2014	15533	County of Frederick County of Frederick	Cash-Bank (BoCC) Trash Disposal	145.88	145.88
					145.88	145.88
Check	11/21/2014	15534	Frederick County Public Schools Frederick County Public Schools	Cash-Bank (BoCC) Bowman Library	968.91	968.91
					968.91	968.91
Check	11/21/2014	15535	Gale Gale	Cash-Bank (BoCC) FFB	220.59	220.59
					220.59	220.59

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Type	Date	Num	Name	Account	Debit	Credit
Check	11/21/2014	15536	Ingram	Cash-Bank (BoCC)		4,342.89
			Ingram	State	609.10	
			Ingram	State	81.78	
			Ingram	State	28.93	
			Ingram	State	50.06	
			Ingram	State	23.88	
			Ingram	State	52.32	
			Ingram	State	15.33	
			Ingram	State	16.39	
			Ingram	State	50.67	
			Ingram	State	78.02	
			Ingram	State	17.50	
			Ingram	State	468.65	
			Ingram	State	30.54	
			Ingram	State	7.36	
			Ingram	State	16.04	
			Ingram	State	10.68	
			Ingram	State	33.93	
			Ingram	State	43.70	
			Ingram	State	64.84	
			Ingram	State	125.59	
			Ingram	State	33.74	
			Ingram	State	65.15	
			Ingram	State	71.49	
			Ingram	State	28.62	
			Ingram	State	12.54	
			Ingram	State	63.20	
			Ingram	State	748.24	
			Ingram	State	34.02	
			Ingram	State	392.39	
			Ingram	State	36.91	
			Ingram	State	49.08	
			Ingram	State	30.56	
Ingram	State	74.78				
Ingram	State	67.51				
Ingram	State	46.26				
Ingram	State	175.66				
Ingram	Briggs	32.66				
Ingram	Lynch	33.80				
Ingram	Holiday	15.48				
Ingram	Holiday	34.23				
Ingram	FFB	15.42				
Ingram	FFB	439.03				
Ingram	Books	16.81				
					4,342.89	4,342.89
Check	11/21/2014	15537	Midwest Tape	Cash-Bank (BoCC)		596.18
			Midwest Tape	State Funding	428.00	
			Midwest Tape	State Funding	143.19	
			Midwest Tape	Holiday	24.99	
					596.18	596.18
Check	11/21/2014	15538	OCLC	Cash-Bank (BoCC)		61.05
			OCLC	Solinet Charges	61.05	
					61.05	61.05
Check	11/21/2014	15539	OverDrive, Inc.	Cash-Bank (BoCC)		579.15
			OverDrive, Inc.	State Funding	579.15	
					579.15	579.15
Check	11/21/2014	15540	Tech Team Solutions, LLC	Cash-Bank (BoCC)		274.00
			Tech Team Solutions, LLC	Prof Services - Other	274.00	
					274.00	274.00
Check	11/21/2014	15541	Unique Management Services, Inc.	Cash-Bank (BoCC)		456.45
			Unique Management Services, Inc.	Prof Services - Other	456.45	
					456.45	456.45
Check	11/21/2014	15542	Userful Corporation	Cash-Bank (BoCC)		14,501.94
			Userful Corporation	Computer Hardware	14,501.94	
					14,501.94	14,501.94
Check	11/21/2014	15543	Verizon	Cash-Bank (BoCC)		798.85
			Verizon	Telephone - Regular	798.85	
					798.85	798.85

## Handley Regional Library Regular Operating Expense Transactions November 2014

Type	Date	Num	Name	Account	Debit	Credit
Check	11/21/2014	15544	Cardmember Services	Cash-Bank (BoCC)		2,202.19
			Cardmember Services	Computer Hardware	915.82	
			Cardmember Services	library supplies & mat/state	45.07	
			Cardmember Services	Other Operating Expenses	336.00	
			Cardmember Services	Young Adult Programs	154.45	
			Cardmember Services	Fund Raising Projects Expense	100.17	
			Cardmember Services	Other Income	596.00	
			Cardmember Services	Other Operating Expenses	54.68	
Check	11/21/2014	15545	Washington Gas	Cash-Bank (BoCC)		1,161.09
			Washington Gas	Heating	1,161.09	
				<u>1,161.09</u>	<u>1,161.09</u>	
Check	11/21/2014	15546	Winchester Public Utilities	Cash-Bank (BoCC)		785.48
			Winchester Public Utilities	Water & Sewer	785.48	
				<u>785.48</u>	<u>785.48</u>	
Check	11/30/2014	EFT	Bank of Clarke County	Cash-Bank (BoCC)		77.57
			Bank of Clarke County	Credit card processsing fees	77.57	
				<u>77.57</u>	<u>77.57</u>	
Check	11/30/2014	EFT	Bank of Clarke County	Cash-Bank (BoCC)		68.79
			Bank of Clarke County	Other Operating Expenses	68.79	
				<u>68.79</u>	<u>68.79</u>	
<b>TOTAL</b>					<u><b>88,977.05</b></u>	<u><b>88,977.05</b></u>