

General Fund
Baker County Library District

4/8/2024 5:09 PM

Approved Bills Report
April 2024

Register: 1000 · US Bank Checking
From 03/15/2024 through 04/15/2024
Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/15/2024	31144	Valentine, Donna M	1460 · A/R Employee ...	Draw	300.00	X		4,650.85
03/18/2024		Baker County Librar...	1200 · Accounts Recei...	Expense reimb...		X	750.00	5,400.85
03/18/2024	90767	CenturyLink Qwest (...)	2000 · Accounts Payable	Online Pmt, Ac...	138.54	X		5,262.31
03/19/2024			-split-	Fines & Fees		X	153.60	5,415.91
03/21/2024			2902 · A/P Due to Sag...	OLA Grant Fu...		X	67,893.00	73,308.91
03/21/2024			-split-	Expense Reimb		X	278.45	73,587.36
03/27/2024	90768	PERS	-split-	02728; Online ...	16,487.03	X		57,100.33
03/27/2024	2024-19		2902 · A/P Due to Sag...	Transfer courie...	67,893.00	X		-10,792.67
03/27/2024			1100 · General Pool 52...	Conf# 3921920...		X	20,000.00	9,207.33
03/28/2024			5000 · Personal Servic...	Expense Reimb			971.52	10,178.85
03/28/2024		Friends of the Baker ...	1200 · Accounts Recei...	expense reimb			159.99	10,338.84
03/29/2024			-split-	Deposit		X	23.20	10,362.04
03/29/2024			5000 · Personal Servic...	Expense Reimb		X	1,998.31	12,360.35
03/29/2024			-split-	Paypal Zettle t...		X	426.72	12,787.07
03/29/2024			-split-	Paypal Zettle		X	0.89	12,787.96
03/29/2024	8273	OK/Sage	-split-	Expense Reimb...		X	10,799.22	23,587.18
03/29/2024	ACH8272	Georg, Jon (Sage Co...	1461 · A/R Due from S...	Sage fund vend...	6,263.50	X		17,323.68
03/29/2024	31147	GEO Net (aka Davis ...)	6000 · Materials and S...	Patron Services...	25.00			17,298.68
03/29/2024	31148	Baker City (water ve...	6000 · Materials and S...	Account 12760...	167.09			17,131.59
03/29/2024	31149	BendTel	2000 · Accounts Payable	Account 20003...	242.71			16,888.88
03/29/2024	31150	Demco, Inc.	-split-	Cust 360009040	258.92			16,629.96
03/29/2024	31151	Link Oregon (Orego...	-split-	Internet Servic...	360.00			16,269.96
03/29/2024	31152	Lincoln National Lif...	5000 · Personal Servic...	BAKERCOUN...	231.68			16,038.28
03/29/2024	31153	Oregon Trail Electric...	6000 · Materials and S...	Accounts 908-...	1,144.45			14,893.83
03/29/2024	31154	Northeast Oregon Ho...	2000 · Accounts Payable	Richland Libra...	558.02			14,335.81
03/29/2024	31155	Valley Metal and He...	2000 · Accounts Payable	Invoice 019104	135.00			14,200.81
03/29/2024		QuickBooks Payroll ...	-split-	Created by Pay...	4,535.72	X		9,665.09
03/29/2024		QuickBooks Payroll ...	-split-	Created by Pay...	39,314.30	X		-29,649.21
03/29/2024	2024-21		6000 · Materials and S...	clear old outsta...		X	99.00	-29,550.21
03/29/2024			1100 · General Pool 52...	Conf# 3921921...		X	50,000.00	20,449.79
03/30/2024			-split-	Paypal Zettle			16.87	20,466.66
03/31/2024			6000 · Materials and S...	Service Charge	30.05	X		20,436.61
04/01/2024	31156	Goertzen Janitorial S...	6000 · Materials and S...	Janitorial Contr...	2,200.00			18,236.61
04/01/2024	31157	Hanson-Fillmore, Ge...	6000 · Materials and S...	Branch Mileage	144.53			18,092.08
04/01/2024	90769	AFLAC	-split-	Online Payment	378.17			17,713.91
04/01/2024	5879	Armstrong, Gail E	-split-	Direct Deposit		X		17,713.91
04/01/2024	5880	Bogart, Theresa D	-split-	Direct Deposit		X		17,713.91
04/01/2024	5882	Bowling, Graysen A	-split-	Direct Deposit		X		17,713.91
04/01/2024	5884	Burns, Daisy R	-split-	Direct Deposit		X		17,713.91
04/01/2024	5887	Dunn, Jerry Ann T	-split-	Direct Deposit		X		17,713.91

CR 4/8/24

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/01/2024	5889 ✓	Hanley, Shauna S	-split-	Direct Deposit		X		17,713.91
04/01/2024	5890 ✓	Hanson-Fillmore, Ge...	-split- SF	Direct Deposit		X		17,713.91
04/01/2024	5891 ✓	Harrison, Rose M	-split- SD p.c.k.s	Direct Deposit		X		17,713.91
04/01/2024	5892 ✓	Hawes, A Christine	-split- #5877	Direct Deposit		X		17,713.91
04/01/2024	5893 ✓	Hayden, Kaylee M	-split- thru	Direct Deposit		X		17,713.91
04/01/2024	5895 ✓	Moyer, Robert P	-split- 5906	Direct Deposit		X		17,713.91
04/01/2024	5896 ✓	Nuttall, John G	-split- =ok	Direct Deposit		X		17,713.91
04/01/2024	5897 ✓	O'Dell, Tatum A	-split-	Direct Deposit		X		17,713.91
04/01/2024	5898 ✓	Pautsch, Debora W	-split-	Direct Deposit		X		17,713.91
04/01/2024	5899 ✓	Pearson, Diana	-split-	Direct Deposit		X		17,713.91
04/01/2024	5900 ✓	Rasmussen, Gwendol...	-split-	Direct Deposit		X		17,713.91
04/01/2024	5901 ✓	Saunders, Sydney L	-split-	Direct Deposit		X		17,713.91
04/01/2024	5902 ✓	Snyder, Courtney B	-split-	Direct Deposit		X		17,713.91
04/01/2024	5905 ✓	Teunissen, Ruth D	-split-	Direct Deposit		X		17,713.91
04/01/2024	31159 ✓	Castillo, Fabian Arenas	-split-		607.47			17,106.44
04/01/2024	31160 ✓	MacNaughton, Aman...	-split-		1,191.56			15,914.88
04/01/2024	31161 ✓	Arenas, Jose E	-split-		141.81			15,773.07
04/01/2024	5877 ✓	Adamson, Edward C	-split-	Direct Deposit		X		15,773.07
04/01/2024	5878 ✓	Ames, Bryan C	-split-	Direct Deposit		X		15,773.07
04/01/2024	5881 ✓	Bowers, Sylvia S	-split-	Direct Deposit		X		15,773.07
04/01/2024	5883 ✓	Brockman, John R	-split-	Direct Deposit		X		15,773.07
04/01/2024	5885 ✓	Cottrell, Cynthia A	-split-	Direct Deposit		X		15,773.07
04/01/2024	5886 ✓	Cuevas, Lourdes E	-split-	Direct Deposit		X		15,773.07
04/01/2024	5888 ✓	Grammon, Melissa N	-split-	Direct Deposit		X		15,773.07
04/01/2024	5894 ✓	Minnigalieva, Ekater...	-split-	Direct Deposit		X		15,773.07
04/01/2024	5903 ✓	Spry, Heather E	-split-	Direct Deposit		X		15,773.07
04/01/2024	5904 ✓	Stokes, Perry N	-split-	Direct Deposit		X		15,773.07
04/01/2024	5906 ✓	Valentine, Donna M	-split-	Direct Deposit		X		15,773.07
04/02/2024	31158 ✓	Special Districts Insu...	-split-	03-0026696; G...	12,367.82			3,405.25
04/03/2024	90770 ✓	Oregon Savings Gro...	2100 · Payroll Liabiliti...	02728; Online ...	535.00			2,870.25
04/03/2024			1100 · General Pool 52...	Conf# 3927026...			16,000.00	18,870.25
04/04/2024	90771 ✓	IRS Internal Rev Svc...	-split-	93-0984786 O...	12,134.78			6,735.47
04/04/2024	90772 ✓	Oregon Department ...	2100 · Payroll Liabiliti...	0514111-6 Onl...	3,149.00			3,586.47
04/08/2024	90773 ✓	Xerox Corporation	6000 · Materials and S...	Online Paymen...	223.47			3,363.00
04/09/2024	31162 ✓	Baker Sanitary Service	2000 · Accounts Payable	Accounts 0019...	161.50			3,201.50
04/09/2024	31163 ✓	Black Distributing, Inc.	-split-	Account 00254...	146.05			3,055.45
04/09/2024	31164 ✓	Center Point Publishi...	2000 · Accounts Payable	Payment on Ac...	134.82			2,920.63
04/09/2024	31165 ✓	City of Haines	2000 · Accounts Payable	Account 81; Li...	88.00			2,832.63
04/09/2024	31166 ✓	City of Halfway	2000 · Accounts Payable	Account 053-2;...	82.00			2,750.63
04/09/2024	31167 ✓	City of Huntington	2000 · Accounts Payable	Account 2-026...	85.00			2,665.63

X paper paychecks

X group healthers

payroll taxes

CR 4/8/24

Baker County Library District

4/8/2024 5:16 PM

Register: 1000 · US Bank Checking
 From 03/15/2024 through 04/15/2024
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/09/2024	31168 ✓	Crown	2000 · Accounts Payable	Customer 1016...	325.64			2,339.99
04/09/2024	31169	Eagle Telephone Syst...	2000 · Accounts Payable	Account 89360...	33.82			2,306.17
04/09/2024	31170 ✓	Ed Staub & Sons Pet...	2000 · Accounts Payable	Account 123549	338.79			1,967.38
04/09/2024	31171	EO Media Group	2000 · Accounts Payable	Account EO48...	160.05			1,807.33
04/09/2024	31172	Grey House Publishi...	2000 · Accounts Payable	Cust 771386; R...	✓ 1,028.10			779.23
04/09/2024	31173	Hells Canyon Journal	6000 · Materials and S...	Subscription, I...	37.00			742.23
04/09/2024	31174	Hurricane Creek Lan...	2000 · Accounts Payable	Invoice 2963	150.00			592.23
04/09/2024	31175 ✓	InfoUSA Marketing, ...	2000 · Accounts Payable	Customer 1975...	385.00			207.23
04/09/2024	31176	Ingram Library Service	2000 · Accounts Payable	Customer 2019...	✓ 5,790.35			-5,583.12
04/09/2024	31177	LaRue Sanitary Service	2000 · Accounts Payable	Library Utilitiies	26.63			-5,609.75
04/09/2024	31178	Lew Bros Tire Center	2000 · Accounts Payable	Account 70805...	49.99			-5,659.74
04/09/2024	31179	MTE Communications	2000 · Accounts Payable	Account 05715...	5.09			-5,664.83
04/09/2024	31180 ✓	Oregon Trail Electric...	2000 · Accounts Payable	Accounts 908-...	102.44			-5,767.27
04/09/2024	31181	Pine Telephone (Rally)	2000 · Accounts Payable	Account 00001...	173.95			-5,941.22
04/09/2024	31182	Quill	2000 · Accounts Payable	Account 28626...	✓ 1,370.96			-7,312.18
04/09/2024	31183	Reliance Connects (...)	2000 · Accounts Payable	Account 38563...	136.92			-7,449.10
04/09/2024	31184	Rowman & Littlefiel...	2000 · Accounts Payable	Account 00008...	122.94			-7,572.04
04/09/2024	31185 ✓	Sword, Dan (Mainte...	2000 · Accounts Payable	Library Ground...	85.00			-7,657.04
04/09/2024	31186	Thatcher's Ace Hard...	2000 · Accounts Payable	Account 33; BL...	19.43			-7,676.47
04/09/2024	31187	Unique Management ...	2000 · Accounts Payable	Client No 2025	93.20			-7,769.67
04/09/2024	31188	US Linen & Uniform	2000 · Accounts Payable	Account 17533...	178.00			-7,947.67
04/09/2024	31189	Verizon Wireless	2000 · Accounts Payable	Account 64221...	✓ 722.43			-8,670.10
04/09/2024	31190 ✓	Christina Wood	4100 · Fines and Fees:...	Refund lost ite...	10.00			-8,680.10
04/09/2024	31192 ✓	Kingsley Library Ret...	6000 · Materials and S...	VOID: invoice ...				-8,680.10
04/09/2024	31194 ✓	Swank Movie Licens...	6000 · Materials and S...	License No 19...	✓ 546.00			-9,226.10
04/09/2024	90774 ✓	Cascade Natural Gas ...	6000 · Materials and S...	Online paymen...	✓ 1,527.49			-10,753.59
04/09/2024	90775 ✓	CenturyLink Internet...	2000 · Accounts Payable	Online Paymen...	475.86			-11,229.45
04/09/2024	90776 ✓	CenturyLink Century...	6000 · Materials and S...	Online Paymen...	86.33			-11,315.78
04/10/2024	90777 ✓	CenturyLink Qwest (...)	2000 · Accounts Payable	Online Pmt, Ac...	138.86			-11,454.64
04/10/2024			1100 · General Pool 52...	Conf# 3930839...			29,000.00	17,545.36
04/11/2024			6000 · Materials and S...	Refund ^{SDIS} Insurance refund	✓ 1,472.00			19,017.36
04/12/2024			5000 · Personal Servic...	Expense Reimb...			1,842.48	20,859.84
04/12/2024	31193 ✓	Oregon Library Asso...	6000 · Materials and S...	OLA Members...	134.00			20,725.84
04/12/2024	90778 ✓	PERS	-split-	Online Payment	16,292.13			4,433.71
04/15/2024	31191 ✓	Valentine, Donna M	1460 · A/R Employee ...	Draw	300.00			4,133.71
04/15/2024	90779 ✓	US Bank Visa (Corp...	-split-	Online Paymen...	8,832.60			-4,698.89

✓ verified number sequence
 Number Series

30000 Regular checks
 90000 Act/online payments
 5000 Direct Deposit payment

Scheduled for pmt 4/15

CR 4/8/2024

Baker Co Library - Other Funds

4/8/2024 4:44 PM

Register: 1000 · US Bank Checking Memorial

From 03/12/2024 through 04/15/2024

Sorted by: Date, Type, Number/Ref

*Approved Bills Report
April 2024*

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/19/2024			4400.0 · OTHER USE...	Donation	X		300.00	4,492.78
03/27/2024			4400.0 · OTHER USE...	Book Sales	X		134.83	4,627.61
03/31/2024			6000 · Other Uses Fun...	Service Charge	12.00	X		4,615.61
04/15/2024	8014	US Bank Visa	6000 · Other Uses Fun...	4485-5945-555...	40.44		<i>OK VISA</i>	4,575.17

*✓ verified number sequence
No paper checks written in April*

Number Series

1900 Regular checks

8000 ACH/online payments

Ch 4/8/2024

Baker Co Library - Sage Fund

4/8/2024 5:01 PM

Register: 1000 · US Bank Checking
 From 03/13/2024 through 04/12/2024
 Sorted by: Date, Type, Number/Ref

Approved Bills Report
April 2024

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/19/2024			12000 · Undeposited F...	Deposit		X	508.00	20,406.34
03/20/2024			12000 · Undeposited F...	Deposit		X	1,375.00	21,781.34
03/21/2024			12000 · Undeposited F...	Deposit		X	1,549.00	23,330.34
03/27/2024	2497 ✓	Voided Check	6000 · Materials & Ser...	printing error		X		23,330.34
03/27/2024	8269 ✓	Baker County Librar...	5000 · Sage Personal S...	Expense Reimb...	1,998.31	X		21,332.03
03/27/2024	8270	PERS	-split-	02728 Online ...	1,998.31	X	PERS	19,333.72
03/27/2024	2023-57		5000 · Sage Personal S...	Reverse duplic...		X	1,998.31	21,332.03
03/28/2024	8271		-split-	Grant Funds, T... LSTA grant		X	67,893.00	89,225.03
03/29/2024		QuickBooks Payroll ...	5000 · Sage Personal S...	Created by Dir...	1.75	X		89,223.28
03/29/2024	2498 ✓	Larry Lake (Courier)	6000 · Materials & Ser...	Courier Services	800.00	X	Courier	88,423.28
03/29/2024	8273a	Baker County Librar...	2900 · Due to General ...	Expense Reimb...	6,263.50	X		82,159.78
03/29/2024	8273b	Baker County Librar...	5000 · Sage Personal S...	Expense Reimb...	4,535.72	X		77,624.06
03/29/2024		QuickBooks Payroll ...	-split-	Created by Pay...	4,535.72	X	payroll	73,088.34
03/29/2024	2023-58		2900 · Due to General ...	reverse duplica...		X	6,263.50	79,351.84
03/29/2024	2023-59		5000 · Sage Personal S...	Reverse duplic...		X	4,535.72	83,887.56
03/29/2024			1005 · LGIP Pool Acc...	Conf# 3921922...		X	15,000.00	98,887.56
04/01/2024	8272	Georg, Jon (Contract...	6000 · Materials & Ser...	Monthly Syste...	6,261.75	X	Vendor	92,625.81
04/01/2024	5875 ✓	A Christine Hawes	-split-	Direct Deposit				92,625.81
04/01/2024	5876 ✓	Elizabeth A Ross	-split-	Direct Deposit				92,625.81
04/03/2024	2023-60		1005 · LGIP Pool Acc...	Move LSTA C...	67,893.00		LSTA grant to pool	24,732.81
04/04/2024	8273	IRS Internal Revenue...	-split-	Online Payment	2,186.92		payroll taxes	22,545.89
04/04/2024	8274	Oregon Department ...	2100 · Payroll Liabilit...	Online Payment	434.00			22,111.89
04/09/2024	2499 ✓	Banks Courier Servic...	6000 · Materials & Ser...	Courier Service...	640.00		5 couriers \$1905.81	21,471.89
04/09/2024	2500 ✓	Goldsmith, John (Co...	6000 · Materials & Ser...	Courier Mileage	209.60			21,262.29
04/09/2024	2501 ✓	MacDonald, Maxine ...	6000 · Materials & Ser...	Courier Services	615.00			20,647.29
04/09/2024	2502 ✓	Reser, Mary (Courier)	6000 · Materials & Ser...	Courier Mileage	342.96			20,304.33
04/09/2024	2503 ✓	Wirkkala, Susan (Co...	6000 · Materials & Ser...	Courier Mileage	98.25			20,206.08
04/09/2024	2504 ✓	A Rifkin Co	6000 · Materials & Ser...	Customer M18...	3,882.52		Courier supplies	16,323.56
04/12/2024	8275	PERS	-split-	Online Payment	1,842.48		PERS	14,481.08
04/12/2024	8276	Baker County Librar...	5000 · Sage Personal S...	Expense Reimb...	1,842.48			12,638.60
04/12/2024	8277 ✓	US Bank Visa	6000 · Materials & Ser...	Account 4485 ...	80.00			12,558.60
04/12/2024	2023-61		5000 · Sage Personal S...	Reverse duplic...			1,842.48	14,401.08

✓ Verified number sequence

Number Series

2000 Regular checks
 5000 Direct Deposit payroll
 8000 ACH/online payments

Ch 4/8/2024