

General Fund
Baker County Library District
Approved Bills Report
September 2024

9/6/2024 2:10 PM

Register: 1000 · US Bank Checking
From 08/14/2024 through 09/16/2024
Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|-----------------|--------------------------|---------------------------|---------------------|-----------|---|-------------------------|-----------|
| 08/14/2024 | 90834 <i>OK</i> | US Bank Visa (Corp... | -split- | Online Payment | 8,944.51 | X | <i>VISA</i> | 7,273.27 |
| 08/14/2024 | 90835 <i>✓</i> | CenturyLink Century... | 6000 · Materials and S... | Online Paymen... | 542.05 | X | | 6,731.22 |
| 08/15/2024 | 31383 <i>OK</i> | Valentine, Donna M | 1460 · A/R Employee ... | Draw | 300.00 | X | | 6,431.22 |
| 08/23/2024 | | | 5000 · Personal Servic... | Expense Reimb | | X | 1,028.16 | 7,459.38 |
| 08/23/2024 | | | -split- | Fines & Fees | | X | 118.85 | 7,578.23 |
| 08/26/2024 | | | -split- | Paypal Zettle 8... | | X | 277.47 | 7,855.70 |
| 08/26/2024 | 90836 <i>✓</i> | PERS | -split- | Online Payment | 17,166.81 | X | <i>retirement</i> | -9,311.11 |
| 08/26/2024 | | | 1100 · General Pool 52... | Conf#4021858 ... | | X | 15,000.00 | 5,688.89 |
| 08/27/2024 | | | 4100 · Fines and Fees:... | Fines & Fees | | X | 5.00 | 5,693.89 |
| 08/27/2024 | | | -split- | Fines & Fees | | X | 127.55 | 5,821.44 |
| 08/27/2024 | Sage8304 | | 5000 · Personal Servic... | Expense Reimb... | | X | 1,800.31 | 7,621.75 |
| 08/27/2024 | 90837 <i>✓</i> | Cascade Natural Gas ... | 6000 · Materials and S... | Online paymen... | 12.65 | X | | 7,609.10 |
| 08/28/2024 | 31384 <i>✓</i> | Baker City (water ve... | -split- | Account 12760... | 462.07 | | | 7,147.03 |
| 08/28/2024 | 31385 <i>✓</i> | US Cellular (HU Inte... | -split- | Account 85570... | 627.04 | | | 6,519.99 |
| 08/28/2024 | 31386 <i>✓</i> | Adamson, Ed (vendor) | 2000 · Accounts Payable | Reissue Lost C... | 1,500.00 | | <i>lost check</i> | 5,019.99 |
| 08/28/2024 | 31387 <i>✓</i> | Hells Canyon Journal | 2000 · Accounts Payable | Subscription | 37.00 | | | 4,982.99 |
| 08/28/2024 | 31388 <i>✓</i> | Northeast Oregon Ho... | 2000 · Accounts Payable | Richland Libra... | 216.34 | | | 4,766.65 |
| 08/28/2024 | 31389 <i>✓</i> | Oregon Trail Electric... | 2000 · Accounts Payable | Accounts 908-... | 1,698.82 | | <i>utility</i> | 3,067.83 |
| 08/28/2024 | 31392 <i>✓</i> | A to Z Databases | 6000 · Materials and S... | Annual Subscrip... | 1,017.00 | | <i>software subsc</i> | 2,050.83 |
| 08/28/2024 | 2025-8 | | 6000 · Materials and S... | Reverse duplic... | | X | 197.87 | 2,248.70 |
| 08/28/2024 | | | 1100 · General Pool 52... | Conf# 4023688... | | X | 60,000.00 | 62,248.70 |
| 08/29/2024 | | | -split- | Paypal Zettle 8... | | X | 38.55 | 62,287.25 |
| 08/29/2024 | 31390 <i>✓</i> | GEO Net (aka Davis ... | 6000 · Materials and S... | Patron Services... | 25.00 | | | 62,262.25 |
| 08/29/2024 | 31391 <i>✓</i> | Verizon Wireless | -split- | Account 64221... | 833.56 | | | 61,428.69 |
| 08/29/2024 | 31393 <i>✓</i> | Idaho Power | -split- | Account 22063... | 454.36 | | | 60,974.33 |
| 08/29/2024 | 2025-9 | | 6000 · Materials and S... | Clear online pa... | | X | 189.13 | 61,163.46 |
| 08/30/2024 | | | -split- | Expense Reimb... | | X | 10,659.63 | 71,823.09 |
| 08/30/2024 | | | 4300 · Other Revenues... | Rebate | | X | 1,000.00 | 72,823.09 |
| 08/30/2024 | | | -split- | Paypal "Zettle ... | | | 8.25 | 72,831.34 |
| 08/30/2024 | Sage8306 | Georg, Jon (Sage Co... | 1461 · A/R Due from S... | Sage fund vend... | 6,263.50 | X | <i>Sage expense</i> | 66,567.84 |
| 08/30/2024 | 31394 <i>✓</i> | Oregon Trail Electric... | 6000 · Materials and S... | Accounts 908-... | 113.11 | | | 66,454.73 |
| 08/30/2024 | | QuickBooks Payroll ... | -split- | Created by Pay... | 4,396.13 | X | <i>Sage expense</i> | 62,058.60 |
| 08/30/2024 | 2025-10 | | -split- | reenter direct d... | 43,105.42 | X | <i>SF Payroll</i> | 18,953.18 |
| 08/30/2024 | 2025-10 | | 1000 · US Bank Check... | reenter direct d... | 704.42 | X | | 18,248.76 |
| 08/31/2024 | | | -split- | Paypal Zettle A... | | | 3.62 | 18,252.38 |
| 08/31/2024 | | | 6000 · Materials and S... | Service Charge | 43.95 | X | | 18,208.43 |
| 08/31/2024 | 2025-7 | | 5000 · Personal Servic... | Clear lost chec... | | X | 28.31 | 18,236.74 |
| 09/01/2024 | 31395 <i>✓</i> | Goertzen Janitorial S... | 6000 · Materials and S... | Janitorial Contr... | 2,200.00 | | <i>monthly contract</i> | 16,036.74 |
| 09/03/2024 | 90840 <i>✓</i> | AFLAC | -split- | Online Payment | 463.38 | | | 15,573.36 |
| 09/03/2024 | 6039 <i>✓</i> | Adamson, Edward C | -split- | Direct Deposit | | | | 15,573.36 |

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| Date | Number | Payee | Account | Memo | Payment C | Deposit | Balance |
|------------|---------|---------------------------|---------------------------|------------------|-----------|-----------|-----------|
| 09/03/2024 | 6041 ✓ | Arenas, Jose E | -split | Used by Sage | | | 15,573.36 |
| 09/03/2024 | 6042 ✓ | Armstrong, Gail E | -split | 8035-8034 | | | 15,573.36 |
| 09/03/2024 | 6043 ✓ | Bogart, Theresa D | -split | 8037-8038 | | | 15,573.36 |
| 09/03/2024 | 6044 ✓ | Bowers, Sylvia S | -split | | | | 15,573.36 |
| 09/03/2024 | 6045 ✓ | Bowling, Graysen A | -split | | | | 15,573.36 |
| 09/03/2024 | 6047 ✓ | Burns, Daisy R | -split | | | | 15,573.36 |
| 09/03/2024 | 6048 ✓ | Cairns, Rachel A | -split | | | | 15,573.36 |
| 09/03/2024 | 6050 ✓ | Cuzick, Kaycee L | -split | | | | 15,573.36 |
| 09/03/2024 | 6051 ✓ | Dunn, Jerry Ann T | -split | | | | 15,573.36 |
| 09/03/2024 | 6052 ✓ | Goodman, Amber AD | -split | | | | 15,573.36 |
| 09/03/2024 | 6054 ✓ | Hanley, Shauna S | -split | | | | 15,573.36 |
| 09/03/2024 | 6055 ✓ | Harrison, Rose M | -split | | | | 15,573.36 |
| 09/03/2024 | 6056 ✓ | Hawes, A Christine | -split | | | | 15,573.36 |
| 09/03/2024 | 6057 ✓ | Hayden, Kaylee M | -split | | | | 15,573.36 |
| 09/03/2024 | 6059 ✓ | Moyer, Robert P | -split | | | | 15,573.36 |
| 09/03/2024 | 6060 ✓ | Nuttall, John G | -split | | | | 15,573.36 |
| 09/03/2024 | 6061 ✓ | O'Dell, Tatum A | -split | | | | 15,573.36 |
| 09/03/2024 | 6062 ✓ | Pautsch, Debora W | -split | | | | 15,573.36 |
| 09/03/2024 | 6063 ✓ | Pearson, Diana | -split | | | | 15,573.36 |
| 09/03/2024 | 6064 ✓ | Rasmussen, Gwendol... | -split | | | | 15,573.36 |
| 09/03/2024 | 6065 ✓ | Saunders, Sydney L | -split | | | | 15,573.36 |
| 09/03/2024 | 6066 ✓ | Snyder, Courtney B | -split | | | | 15,573.36 |
| 09/03/2024 | 6069 ✓ | Taylor, Pamela S | -split | | | | 15,573.36 |
| 09/03/2024 | 31396 ✓ | Bruner, Jennifer D | -split | | 186.22 | | 15,387.14 |
| 09/03/2024 | 31397 ✓ | Castillo, Fabian Arenas | -split | | 628.76 | | 14,758.38 |
| 09/03/2024 | 31398 ✓ | Cuzick, Sage K | -split | | 284.45 | | 14,473.93 |
| 09/03/2024 | 31399 ✓ | MacNaughton, Aman... | -split | | 1,420.77 | | 13,053.16 |
| 09/03/2024 | 6040 ✓ | Ames, Bryan C | -split | | | | 13,053.16 |
| 09/03/2024 | 6046 ✓ | Brockman, John R | -split | | | | 13,053.16 |
| 09/03/2024 | 6049 ✓ | Cottrell, Cynthia A | -split | | | | 13,053.16 |
| 09/03/2024 | 6053 ✓ | Grammon, Melissa N | -split | | | | 13,053.16 |
| 09/03/2024 | 6058 ✓ | Minnigalieva, Ekater... | -split | | | | 13,053.16 |
| 09/03/2024 | 6067 ✓ | Spry, Heather E | -split | | | | 13,053.16 |
| 09/03/2024 | 6068 ✓ | Stokes, Perry N | -split | | | | 13,053.16 |
| 09/03/2024 | 6070 ✓ | Valentine, Donna M | -split | | | | 13,053.16 |
| 09/04/2024 | 31400 ✓ | Special Districts Insu... | -split | | 13,088.00 | | -34.84 |
| 09/04/2024 | 90841 ✓ | Oregon Savings Gro... | -split | | 685.00 | | -719.84 |
| 09/04/2024 | 90844 ✓ | Xerox Corporation | 2000 · Accounts Payable | Online Paymen... | 423.88 | | -1,143.72 |
| 09/04/2024 | 90839 ✓ | on pg 3 9/16/24 | 1100 · General Pool 52... | Conf# 4027392... | | 42,000.00 | 40,856.28 |
| 09/06/2024 | 90838 ✓ | CenturyLink Century... | 6000 · Materials and S... | Online Paymen... | 91.18 | | 40,765.10 |

Payroll

Last # used

group health insurance

Ch 9/16/24

Baker County Library District

9/6/2024 2:10 PM

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| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|---------|--------------------------|-----------------------------|--------------------|-----------|---|-----------|------------|
| 09/06/2024 | 90842 ✓ | IRS Internal Rev Svc... | -split- | 93-0984786; O... | 13,458.82 | | | 27,306.28 |
| 09/06/2024 | 90843 ✓ | Oregon Department ... | 2100 · Payroll Liabiliti... | 0514111-6; On... | 3,557.00 | | | 23,749.28 |
| 09/06/2024 | 90845 ✓ | PERS | -split- | Online Paymen... | 17,300.00 | | | 6,449.28 |
| 09/10/2024 | 31401 ✓ | Ramona Helgerson | 4100 · Fines and Fees:... | Lost Item Reim... | 15.00 | | | 6,434.28 |
| 09/10/2024 | 31402 ✓ | Ablaze Renovations ... | 2000 · Accounts Payable | Building Maint... | 8,010.00 | | | -1,575.72 |
| 09/10/2024 | 31403 | Black Distributing, Inc. | -split- | Account 00254... | 456.81 | | | -2,032.53 |
| 09/10/2024 | 31404 | City of Haines | 2000 · Accounts Payable | Account 81; Li... | 90.00 | | | -2,122.53 |
| 09/10/2024 | 31405 ✓ | Computype Inc | 2000 · Accounts Payable | | 948.77 | | | -3,071.30 |
| 09/10/2024 | 31406 | Copy Ship & Mail B... | 6000 · Materials and S... | Payment on Ac... | 104.40 | | | -3,175.70 |
| 09/10/2024 | 31407 | City of Huntington | 6000 · Materials and S... | Account 2-026... | 85.00 | | | -3,260.70 |
| 09/10/2024 | 31408 | Crown | 2000 · Accounts Payable | Customer 1016... | 634.46 | | | -3,895.16 |
| 09/10/2024 | 31409 | Ingram Library Service | 2000 · Accounts Payable | Customer 2019... | 2,095.69 | | | -5,990.85 |
| 09/10/2024 | 31410 ✓ | Inland Development ... | 6000 · Materials and S... | Internet Servic... | 610.00 | | | -6,600.85 |
| 09/10/2024 | 31411 | LaRue Sanitary Service | 6000 · Materials and S... | Library Utilties | 26.63 | | | -6,627.48 |
| 09/10/2024 | 31412 | MTE Communications | -split- | Account 05715... | 5.20 | | | -6,632.68 |
| 09/10/2024 | 31413 | Oregon Trail Electric... | 2000 · Accounts Payable | Accounts 908-... | 113.11 | | | -6,745.79 |
| 09/10/2024 | 31414 | Pine Telephone dba ... | -split- | Account 00001... | 175.60 | | | -6,921.39 |
| 09/10/2024 | 31415 ✓ | Quill | 2000 · Accounts Payable | Account 28626... | 419.95 | | | -7,341.34 |
| 09/10/2024 | 31416 | Reliance Connects (...) | 2000 · Accounts Payable | Account 38563... | 137.31 | | | -7,478.65 |
| 09/10/2024 | 31417 | Rivistas Subscription... | 2000 · Accounts Payable | Subscription S... | 5,098.83 | | | -12,577.48 |
| 09/10/2024 | 31418 | Streamline | 6000 · Materials and S... | Invoice FE147... | 200.00 | | | -12,777.48 |
| 09/10/2024 | 31419 | Thatcher's Ace Hard... | 2000 · Accounts Payable | Account 33; Bl... | 1,130.26 | | | -13,907.74 |
| 09/10/2024 | 31420 ✓ | US Linen & Uniform | 2000 · Accounts Payable | Account 17533... | 178.00 | | | -14,085.74 |
| 09/10/2024 | 31424 | Center Point Publishi... | 2000 · Accounts Payable | Payment on Ac... | 280.44 | | | -14,366.18 |
| 09/11/2024 | | | 1100 · General Pool 52... | Conf# 4029837... | | | 25,000.00 | 10,633.82 |
| 09/13/2024 | 31421 | Valentine, Donna M | 1460 · A/R Employee ... | Draw | 300.00 | | | 10,333.82 |
| 09/13/2024 | 31422 | Voided Check | 6000 · Materials and S... | printing error | | | | 10,333.82 |
| 09/13/2024 | 31423 ✓ | Voided Check | 6000 · Materials and S... | printing error | | | | 10,333.82 |
| 09/16/2024 | 90839 ✓ | CenturyLink Internet... | 6000 · Materials and S... | Online Paymen... | 437.16 | | | 9,896.66 |

✓ verified number sequence
Number Series

31000 Regular checks
 90000 ACH Online payments
 6000 direct deposit payroll

Last # on prior mo

31383
 90834
 6034

Last # on this report

31423
 90845
 6070

Ch 9/6/24

Baker Co Library - Other Funds

9/6/2024 11:17 AM

Register: 1000 · US Bank Checking Memorial
From 08/15/2024 through 09/10/2024
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*Approved Bills Report
September 2024*

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|--------|--------------------------|--------------------------|------------------|---------|---|---------|----------|
| 08/28/2024 | | | 4400.0 · OTHER USE... | Book Sales | | X | 329.73 | 5,603.64 |
| 08/31/2024 | | | 6000 · Other Uses Fun... | Service Charge | 12.00 | X | | 5,591.64 |
| 09/02/2024 | 1977 ✓ | PastPerfect Software ... | 6000 · Other Uses Fun... | Customer #346... | 720.00 | | | 4,871.64 |

✓ *Verified number sequence*
Number Series
 1900 Regular checks
 8000 ACH Online payments

 CK 9/6/24

Last # used
 1976 6/11/24 (copy, ship + mail)
 8018 8/14/24 visa

Baker Co Library - Sage Fund

9/5/2024 5:08 PM

Register: 1000 · US Bank Checking
 From 08/14/2024 through 09/10/2024
 Sorted by: Date, Type, Number/Ref

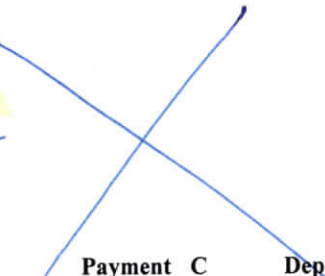
*Approved Bills Report
 September 2024*

| Date | Number | Payee | Account | Memo | Payment C | Deposit | Balance |
|------------|---------|-------------------------|-----------------------------|--------------------|-----------|-----------|-----------|
| 08/15/2024 | | | 12000 · Undeposited F... | Expense Reimb | | 399.06 | 2,163.37 |
| 08/27/2024 | 8304 ✓ | Baker County Librar... | 5000 · Sage Personal S... | Expense Reimb... | 1,800.31 | | 363.06 |
| 08/27/2024 | 8305 | PERS | -split- | Online Payment | 1,800.31 | | -1,437.25 |
| 08/27/2024 | 2025-03 | | 5000 · Sage Personal S... | Reverse duplic... | | 1,800.31 | 363.06 |
| 08/28/2024 | | | 1005 · LGIP Pool Acc... | Conf# 4023687... | | 20,000.00 | 20,363.06 |
| 08/30/2024 | | QuickBooks Payroll ... | 5000 · Sage Personal S... | Created by Dir... | 1.75 | | 20,361.31 |
| 08/30/2024 | 2536 ✓ | Larry Lake (Courier) | 6000 · Materials & Ser... | Courier Services | 700.00 | | 19,661.31 |
| 08/30/2024 | 8307 | Baker County Librar... | 5000 · Sage Personal S... | Expense Reimb... | 4,396.13 | | 15,265.18 |
| 08/30/2024 | 8307b | Baker County Librar... | 2900 · Due to General ... | Expense Reimb... | 6,263.50 | | 9,001.68 |
| 08/30/2024 | | QuickBooks Payroll ... | -split- | Created by Pay... | 4,396.13 | | 4,605.55 |
| 08/30/2024 | 2025-04 | | 2900 · Due to General ... | reverse duplica... | | 6,263.50 | 10,869.05 |
| 08/30/2024 | 2025-05 | | 5000 · Sage Personal S... | Reverse duplic... | | 4,396.13 | 15,265.18 |
| 09/03/2024 | 8306 | Georg, Jon (Contract... | 6000 · Materials & Ser... | Monthly Syste... | 6,261.75 | | 9,003.43 |
| 09/03/2024 | 6037 ✓ | A Christine Hawes | -split- | Direct Deposit | | | 9,003.43 |
| 09/03/2024 | 6038 ✓ | Elizabeth A Ross | -split- | Direct Deposit | | | 9,003.43 |
| 09/05/2024 | 2537 ✓ | Reser, Mary (Courier) | 6000 · Materials & Ser... | Courier Mileage | 451.04 | | 8,552.39 |
| 09/05/2024 | 8308 | IRS Internal Revenue... | -split- | Online Payment | 2,092.48 | | 6,459.91 |
| 09/05/2024 | 8309 ✓ | Oregon Department ... | 2100 · Payroll Liabiliti... | Online Payment | 412.00 | | 6,047.91 |
| 09/10/2024 | 2538 ✓ | Goldsmith, John (Co... | 6000 · Materials & Ser... | Courier Mileage | 241.20 | | 5,806.71 |
| 09/10/2024 | 2539 ✓ | Banks Courier Servic... | 6000 · Materials & Ser... | Courier Service... | 720.00 | | 5,086.71 |
| 9/10/24 | 2540 | Susan Wirkkala | Courier Mileage | | 1100.50 | | |

*✓ verified number sequence
 Number Series*

*2000 Regular checks
 6000 Direct deposit payroll
 8000 ACH Online payments*

Ch 9/5/2024



*payroll
 payroll
 payroll taxes
 contract
 paycheck
 paycheck*

*1 additional check
 Ch 9/6/24*