

**Oshkosh Public Library
Vouchers Payable
March 2024**

Name	Memo	Paid Amount
Revolving Expenses		
6310 - Life Insurance		
City of Oshkosh - Revolving Charges	Life Insurance	459.07
Total 6310 - Life Insurance		459.07
6308 - Dental Insurance		
City of Oshkosh - Revolving Charges	Dental Insurance	1,319.78
Total 6308 - Dental Insurance		1,319.78
6306 - Health Insurance		
City of Oshkosh - Revolving Charges	Health insurance	33,539.52
Total 6306 - Health Insurance		33,539.52
6304 - Wisconsin Retirement Fund		
City of Oshkosh - Revolving Charges	Wisconsin Retirement Fund	11,585.41
Total 6304 - Wisconsin Retirement Fund		11,585.41
6302 - FICA - Employers Share		
City of Oshkosh - Revolving Charges	FICA - Employers Share	13,907.87
Total 6302 - FICA - Employers Share		13,907.87
6104 - Overtime		
City of Oshkosh - Revolving Charges	Overtime	4,009.78
Total 6104 - Overtime		4,009.78
6102 - Regular Pay		
City of Oshkosh - Revolving Charges	Regular Pay	184,161.71
Total 6102 - Regular Pay		184,161.71
Total Revolving Expenses		248,983.14
Contracted Services		
6412 - Contractual Agreement Payments		
Winnefox Library System	March 2024 Secretarial/Clerical Support, Delivery Service	13,257.91
Total 6412 - Contractual Agreement Payments		13,257.91
6415 - Subscription/Licensing Contract		
Mobile Beacon	1 Year 4F Unlimited Service	120.00
Gimlet	1 Month of Gimlet Service	348.00
Total 6415 - Subscription/Licensing Contract		468.00
6416 - Prevent Maintenance Contracts		
Jack's Maintenance Service	3/14/24 Carpet Stain Extracting	50.00
Jack's Maintenance Service	Janitorial Service - Monthly Contract	4,546.00
Accu-Com	Alarm Monitoring via Cell/Internet - Yearly Billing	576.00
Gordon Flesch Co, Inc	Images Over Base Amount - 2	281.54
Gordon Flesch Co, Inc	Images Over Base Amount - 1	42.69
Gordon Flesch Co, Inc	Total Base Charges	2.04
Total 6416 - Prevent Maintenance Contracts		5,498.27
6417 - 3rd Party Contracted Services		
Quill Creative LLC	Visual Identity Update	1,000.00
Beez Electric, Inc	Installed Power for Chrome Book Chargers - Labor	102.70
Gartman Mechanical Services	Replace/Adjust Belts on units - Labor	1,400.00
Gartman Mechanical Services	To Replace the stop Assembly in the 2nd Floor Men's Room - Labor	288.00
GFL Environmental	Trash & Recycling Service - March 2024	700.90
Unique Management Services, Inc	Placements	494.40
Total 6417 - 3rd Party Contracted Services		3,986.00
6411 - Advertising/Postage/Print		
Time Community Theater	Movie Partnership for Empire Strikes Back May 4th	250.00
Total 6411 - Advertising/Postage/Print		250.00
Total Contracted Services		23,460.18
Employee Development & Allowanc		
6421 - Employee Training/Development		
Copper Hall	Mon - Thur Community/Non-Profit Staff Retreat	75.00
MasterCard - RP	Food for 1 Day Management Retreat	117.36
Total 6421 - Employee Training/Development		192.36
6422 - Professional License/Membership		
MasterCard - RP	Nation Notary Service - Wisconsin Bond \$500 for 4 Years	20.00
Total 6422 - Professional License/Membership		20.00
6423 - Employee Allowance/Reimbursemen		
Bongers, Joe	Kiwanis Lunches	59.04
Toland, Sandy	January Mileage - 115.2 Miles	75.46
Toland, Sandy	February Mileage - 64.7 Miles	42.38
Total 6423 - Employee Allowance/Reimbursemen		176.88
Total Employee Development & Allowanc		389.24

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Name	Memo	Paid Amount
Fixed Costs		
6450 - Insurance Expense		
City of Oshkosh - Revolving Charges	Insurance Expense	130.00
Total 6450 - Insurance Expense		<u>130.00</u>
6454 - Telephone/Internet		
City of Oshkosh - Revolving Charges	Telephone/Internet Service	61.36
MasterCard - RP	Public Pay Phone	25.00
Total 6454 - Telephone/Internet		<u>86.36</u>
6455 - Utilities Expense		
Constellation	Gas Supply Charges	6,759.26
City of Oshkosh - Revolving Charges	Utility Expense	7,169.77
Total 6455 - Utilities Expense		<u>13,929.03</u>
Total Fixed Costs		14,145.39
Inventory Supplies		
6520 - Office Supplies		
Demco	BOX Paper Spine Labels	60.94
Demco	ROL Glass Reinforced Filament Tape	106.72
4imprint	Poly Bag w/Cotton Drawstring	405.09
Staples	10x15 BRN KFT ENV	25.32
Staples	HP Yellow/Black Toner	411.78
Staples	Tape - Qty: 20	114.20
Staples	Gel Pens, Magic Remove Tape, Paper	418.18
Staples	Gel Pens, Staples, Fluid Bond, Brief Cover, Battery	84.12
Staples	HP Hi-Yield Black	141.43
MasterCard - RP	Refund for Envelopes	-23.49
MasterCard - RP	CD Jewel Cases, DVD Blank Disc, Memory Card	68.96
MasterCard - RP	Batteries, Catalog Envelopes	77.74
Total 6520 - Office Supplies		<u>1,890.99</u>
6524 - Specialty Supplies		
Center Point Large Print	Books	427.26
Midwest Tape	DVD	26.98
Ingram	Books	72.92
Baker & Taylor	Books, DVDs, & CDs	4,572.33
Cengage Learning	Books	419.04
Ingram	Books	163.71
Midwest Tape	DVD	14.24
Hoopla	Digital Subscriptions: Quantity 2,392	5,592.25
The Rowman & Littlefield Publishing G	Bernan Standing Order	20.35
masterCard - MD	Books, DVDs, & CDs	631.26
masterCard - MD	Books & CDs	197.48
masterCard - MD	Books, DVDs, & Milwaukee Journal Sentinel	574.21
Total 6524 - Specialty Supplies		<u>12,712.03</u>
6529 - Non-Inventory Supplies		
Beez Electric, Inc	Installed power for Chrome Book Chargers - Materials	31.18
Gartman Mechanical Services	Replace/Adjust Belts on units - Parts/Materials	658.50
Gartman Mechanical Services	To Replace the stop Assembly in the 2nd Floor Men's Room - Parts	17.70
Gartman Mechanical Services	Parts Provided for Stock	91.20
Jack's Maintenance Service	HS20 Gallon Qty: 4, LC4 & LC6 Case	186.03
Jack's Maintenance Service	40x46 1.5Mil Roll Black Liner	33.63
Kitz & Pfeil	Wood Shims, Rubber Spring, A&M, Caster, Barreries, Plastic Bucket	73.90
Kitz & Pfeil	LED B10, LED FEIT	34.17
MasterCard - RP	Keep Out Sign - Qty: 4	103.96
MasterCard - RP	Low/High Bay Lamp	25.00
masterCard - MD	Milwaukee Journal Sentinel, Games, Moveis, Books, Pens,CDs, Tuner for Ukulele	917.46
MasterCard - RP	Carrying Case, Stickers, Jello Cups, Tempra Paint, Tweezers, Cotton Balls, Charger	338.09
masterCard - MD	Dowels, PVC, Tubing for Tween STEAM	26.32
MasterCard - RP	Cardstock, Embroidery Hoops, Wood panels, Paint, Pens, Wood Slices, Clasp Pins	158.82
MasterCard - RP	Reading Stickers, Sticker Rolls	6.66
MasterCard - RP	Book Lover Stickers	3.33
Total 6529 - Non-Inventory Supplies		<u>2,705.95</u>
Total Inventory Supplies		17,308.97
Rental Expense		
6443 - Lease Expense		
Great America Financial Services	Copier Lease Charges	214.27
Great America Financial Services	Copier Lease Charges	184.84
Total 6443 - Lease Expense		<u>399.11</u>
Total Rental Expense		<u>399.11</u>
Total:		<u><u>304,686.03</u></u>