Please complete this form by filling in the fields below. You must also provide a scanned copy of valid Proof of Payment (PoP) for all expenses listed. Acceptable PoPs include: cancelled checks, bank statements, bonafide itemized receipts. Once you have completed the report, please email a copy along with Proofs of Payment to Heather Conroy at: hconroy333@gmail.com

Project Title	Winter Reading at Pembroke Public Library District

- 1. Briefly describe the project.
 - Patrons of Pembroke Township/Village of Hopkins Park and visitors are provided with a Take the Library to Children (TLC) Bag. The bags have reading material, craft/art project, useful information, COVID-19 safety gear, and promotional items of local businesses.
- How many people benefitted from this project?50 individuals are families will receive these bags.
- 3. What are the expected impacts of the project? The first time the Library provided much needed reading and activities for families sheltering-in. This time around Staff are looking to remind patrons of the clubs, provided by the Library. Clubs that switched their in-person service to the Zoom and Facebook Live platform. Keeping all involved safe at home. While tending to needs involving wellness.
- 4. What sources and tools are you using for the project? This project will be utilizing First Book Bank to provide a bulk selection of books. With coloring books, Club signups.
- How did you share the news of your project?
 The Library posted on Facebook. Being that this is the social media platform used by residents.
- 6. Did Pembroke contribute any funds to the project? Yes or No. If Yes, how much? Yes! The majority of supplies used to put together these bags. Were supplies the Library had on hand. While using this grant to add more updated information.
- 7. Actual Expenditures Valid Proof of Payment must be provided. Please add additional lines if needed.

<u>Date</u>	Expense Type	<u>Vendor</u>	<u>Amount</u>
Nov. 25, 2020	Library Crayons	Coast to Coast	\$150.02
Dec. 02, 2020	Builk Books	First Book Marketplace	\$180.23
			-
То	tal Project Expenditures		\$330.25

Fed. Tax ID: 90-0144766
Direct all other inquiries to:
PH: 1-866-320-4887
Fax: 901-334-5006



Invoice

Invoice Date Order

IVC0098411 11/25/2020 CCS20329044

Remit Payments To: 8039 Stage Hills Blvd. Suite 301 Bartlett, TN 38133



Bill To:

PEMBROKE PUBLIC LIBRARY DISTRICT

PO BOX 574 HOPKINS PARK IL 60944 Ship To:

PEMBROKE PUBLIC LIBRARY DISTRICT

13130 E. CENTRAL PEMBROKE IL 60958

Purchase O	rder No. HURMAN	Customer ID C8159448609	Customer Phone (815) 944-8609	Salesperson ID 184	Payment Terms Net 30	Master No. 291,172
Ordered · 100	Shipped 100 1	tem Number 0 21310 0 3276	Description Library Crayons Retro Pop Up Lantern		Unit Price \$1.290 \$0.000	Ext. Price \$129.00 \$0.00
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Comments / Tracking Info

37

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Terms and Conditions: Buyer shall pay seller for the goods in the amount stated on the face of this invoice within 30 days of the of this invoice. Late charges shall accrue at the rate of 1.5% per month or at the highest rate allowed to Such interest shall commence on the 31st day from the date of this invoiceBuyer agrees to pay seller.	the highest rate allowed by law. Buyer agrees to pay seller's Shipping/Handling	
collection costs, for any delinquent amount, whether or not a lawsuit is filed, including reasonable atto feesThe agreement between the parties and all terms and conditions contained herein, shall be gow by laws of the State of Tennessee without reference to any conflicts of law provisions.		\$150.02



Send checks payable to First Book to:

PNC Bank C/O First Book Lockbox #826769 312 W Route 38

Moorestown, NJ 08057

Order #700368251 Order Date: December 2, 2020

Shipping Address

Veronica Thurman

Pembroke Public Library District

13130 East Central

Pembroke Township, Illinois, 60958

United States

Address Type: Commercial Address

T: 815 944 8609

Shipping Method

Flat Rate - Shipping

T: 8159448609

Payment Method

Check / Money order

Billing Address

Pembroke Library

13130 East Central

United States

Pembroke Public Library District

PO Box 574 Hopkins Park IL 60944 Pembroke Township, Illinois, 60958

Address Type: Commercial Address

Items Ordered

Product Name	SKU	Price	Qty	Subtotal
Who's Who in the Dr. Seuss Crew (Collection of 30 Hardcovers)	116232	\$169.23	Ordered: 1	\$169.23
The Belies #2: The Everlasting Rose (Carton of 20 Hardcover Books)	412386	\$11.00	Ordered: 1	\$11.00
resid.			Subtotal	\$180.23
Flat Rate Sh	ipping (Not	Applied to	Book Bank)	
			Grand Total	\$180.23