

## MEMORANDUM

TO: Mayor and Town Council

FROM: Kathleen Thompson, Library Director  
Ken Pennoyer, Business Management Director

SUBJECT: Budget Amendment for Collection Development Project

DATE: June 8, 2009

### PURPOSE

The attached budget ordinance would:

- Amend the library's 2008-2009 General Fund operating budget by \$18,000 to continue covering expenses associated with the library's Collection Development Project.
- Transfer \$18,000 from the Library Gift Fund, as budgeted in the Town's 2006 Capital Improvements Program, to purchase collection items recommended in the Library's Five-Year Services Plan.
- 

### DISCUSSION

Collection Development Project: The Town's 2006 Capital Improvements Program included a \$305,000 multi-year Collection Development Project, funded by Library Foundation gifts (\$250,000) and non-endowed library gift funds (\$55,000). Collection development goals for are included in the Council's adopted Library Master Plan.

To date, the Town has received and used \$98,000 from the Library Foundation endowment toward this project. Non-endowed gift funds have not been used up to this time.

The attached budget ordinance would add \$18,000 from non-endowed library gift funds to the current year's operating budget for the Library.

### RECOMMENDATION

We recommend that the Council consider enacting the attached ordinance amending the 2008-2009 budget.