

(R-83-1906)

RESOLUTION NUMBER R-258641

Adopted on JUN 13 1983

A RESOLUTION ESTABLISHING COUNCIL POLICY NO. 100-8 REGARDING LIBRARY MATCHING EQUIPMENT FUND.

BE IT RESOLVED, by the Council of The City of San Diego, that Council Policy No. 100-8 entitled, "LIBRARY MATCHING EQUIPMENT FUND" be and is hereby established as set forth in the Council Policy filed in the Office of the City Clerk as Document No. RR-258641.

BE IT FURTHER RESOLVED, that the City Clerk is hereby instructed to add the aforesaid to the Council Policy Manual.

APPROVED: John W. Witt, City Attorney

By

Stuart H. Swett
Stuart H. Swett
Chief Deputy City Attorney

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5/26/83
Or.Dept:Library
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DRAFT COUNCIL POLICY NO. 100-8
LIBRARY MATCHING EQUIPMENT FUND

DOCUMENT NO. RR-258641

FILED JUN 13 1983

OFFICE OF THE CITY CLERK
SAN DIEGO, CALIFORNIA

BACKGROUND

The City Council established a Library Matching Book Fund in July 1980, to encourage contributions from the community. With the demonstration of community support for the matching fund concept, a separate Library Matching Fund for equipment has been proposed.

PURPOSE

To create a separate Library Matching Equipment Fund to match donations contributed for the purpose of acquiring library equipment. Also to formalize procedures for establishment of annual funding levels, types of donations eligible for matching and allowable expenditures of matching funds.

DEFINITIONS

Donation - a contribution of money or cash equivalent to the City for the purchase of library equipment. Donations include solicited or unsolicited contributions from individuals or organizations as well as proceeds of sales of books or other items by organizations such as Friends of the Library, including discarded books and library material donated to the Friends.

Library Equipment - for the purpose of this Council Policy, library equipment is defined as items purchased to assist staff in providing direct library service to the public and includes items such as book trucks, tables, chairs, typewriters, file cabinets, microfilm equipment, display racks and recording equipment.

POLICY

- 1) Matching funds - It is the policy of the City Council that there be two separate and distinct matching funds for the Library, one to match funds donated to purchase books, one to match funds donated to purchase library equipment. If possible, at the time a donation is made the donor will be asked to indicate whether the donation is to be spent on books or equipment. Only donations specified for equipment will be placed in the equipment fund. Donations may be earmarked for any specific item, so long as the item falls within the definitions above.
- 2) City match - The City Council shall set the amount available from the City for matching funds during budget sessions, and shall take into consideration previous years donations, increases in the cost of library equipment, and the General Fund equipment budget.
- 3) Eligible donations - Donations eligible for matching include monies from all sources listed in the definition.

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- 4) Staff time - Since library staff must work closely with community organizations such as Friends of the Library for the betterment of community libraries, library staff may provide liaison and assist in the books sales, so long as these activities do not interfere with assigned duties.
- 5) Staff book sales - Proceeds from sales of books and library material sold primarily by City staff will be retained by the branch where the sale takes place. These proceeds are not eligible for the City match.
- 6) Allocation within Library
 - a) All donations made on behalf of a branch or the Central Library shall be earmarked for that branch or the Central Library.
 - b) The City's matching amount shall be distributed as follows:
50% of the amount shall be designated for the branch or Central Library where the donation was received. The remaining 50% of the amount will be placed in a "pool" to be distributed at the discretion of the City Librarian on the basis of need.
 - c) Every six months the City Librarian will report to the City Council on the disbursement of the "pool" amount.

JUN 13 1983

Passed and adopted by the Council of The City of San Diego on
by the following vote:

| Councilmen | Yeas | Nays | Not Present | Ineligible |
|-----------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|
| Bill Mitchell | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Bill Cleator | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Gloria McColl | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| William Jones | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Ed Struiksma | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mike Gotch | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Dick Murphy | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Uvaldo Martinez | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mayor Roger Hedgecock | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

AUTHENTICATED BY:

ROGER HEDGECOCK

Mayor of The City of San Diego, California,

CHARLES G. ABDELNOUR

City Clerk of The City of San Diego, California.

(Seal)

By June A. Blackwell, Deputy.

Office of the City Clerk, San Diego, California

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