

(R-83-1905)

RESOLUTION NUMBER R- 258642

Adopted on JUN 13 1983

A RESOLUTION ESTABLISHING COUNCIL POLICY NO. 100-7 REGARDING LIBRARY MATCHING BOOK FUND.

BE IT RESOLVED, by the Council of The City of San Diego, that Council Policy No. 100-7 entitled, "LIBRARY MATCHING BOOK 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-258642.

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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Or.Dept:Library  
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COUNCIL POLICY

LIBRARY MATCHING BOOK FUND	Policy Number	Effective Date	Page
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BACKGROUND

The City Council established a Library Matching Book Fund in July 1980 to encourage contributions from the community. Other than a general definition of items allowed for purchase from the fund in the appropriation ordinance, no policies, procedures or guidelines were established.

PURPOSE

To create a Library Matching Book Fund, to match donations contributed for the purpose of acquiring library books. 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 books. Donations include solicited and 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.

Books - For the purpose of this Council Policy, books are defined as hardcover or paperback books circulated by the library to the public or used for reference in the library.

POLICY

- 1) Matching funds - It is the policy of the City Council that there be a matching fund for the Library to match funds donated to purchase library books.
- 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 books, and the General Fund book budget.
- 3) Eligible donations - Donations eligible for matching include monies from all sources listed in the definition.
- 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 book sales, so long as these activities do not interfere with assigned duties.

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OFFICE OF THE CITY CLERK  
SAN DIEGO, CALIFORNIA

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Library Matching Book Fund

- 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 among the fifteen branches which have the lowest General Fund book budget during the current fiscal year.
  - c) Every six months the City Librarian will report to the City Council on the disbursement of the "pool" amount.

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Passed and adopted by the Council of The City of San Diego on JUN 13 1983,  
 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.

(Seal)

**CHARLES G. ABDELNOUR**  
 City Clerk of The City of San Diego, California.

By *June A. Blackwell*, Deputy.

Office of the City Clerk, San Diego, California

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