

DATE ISSUED: February 12, 2003 REPORT NO: 03-022
ATTENTION: Honorable Mayor and City Council Members
SUBJECT: DISTRIBUTION OF LIBRARY MATCHING POOL FUNDS
REFERENCE: Council Policies 100-7 and 100-8

SUMMARY

THIS IS AN INFORMATION ITEM ONLY. NO ACTION IS REQUIRED ON THE PART OF THE CITY COUNCIL.

DISCUSSION

Matching Library Materials Fund

In June 1983, the City Council approved Council Policy 100-7, establishing procedures and eligible expenditures for the Library Matching Book Fund. In July 1987, Council approved revisions to the policy, changing the fund to the Matching Library Materials Fund and revising the definition of eligible expenditures.

Under the current policy, 50 percent of the match goes to the receiving agency and 50 percent goes into a "pool" account. Funds from the pool account are to be periodically distributed among the fifteen branches with the lowest General Fund materials budget, with specific amounts to be determined by the City Librarian.

During the period of July through December 2002, a total of \$220,267 was donated to the Matching Library Materials Fund according to the City Auditors' records. This resulted in a pool account total of \$110,133.50, which will be distributed equally among the following branches,

each branch receiving \$7,342.23:

Beckwourth	Logan Heights	Paradise Hills
Benjamin	Mission Hills	San Ysidro
Clairemont	North Clairemont	Serra Mesa
College Heights	Oak Park	Skyline Hills
Kensington/Normal Heights	Ocean Beach	University Heights

Matching Library Equipment Fund

The Matching Library Equipment Fund was established by Council action in June 1983, and Council Policy 100-8 set up procedures for the fund. This policy also places 50 percent of the City match into a pool account, but it is to be distributed by the City Librarian to any branch or Central section on the basis of need.

Between July and December, 2002 a total of \$24,209.63 was donated to the Matching Library Equipment Fund, creating a pool account of \$12,104.82 according to Auditors' records. The pool funds will be used to purchase furnishings and equipment for the new Teen Center and Audio-Visual Section on the second floor of the Central Library.

Respectfully submitted,

Anna Tatár
Library Director

Approved: Bruce A. Herring
Deputy City Manager

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