

DATE ISSUED: March 17, 2004 REPORT NO: 04-058
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

The Matching Library Book Fund was established by City Council in July 1980, and in 1983 Council Policy 100-7 was approved, 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 2003, a total of \$157,369.75 was donated to the Matching Library Materials Fund according to the City Auditors' records. This resulted in a pool account total of \$78,684.88, which will be distributed equally among the following branches, each branch receiving \$5,245.66:

Beckwourth
Benjamin

Logan Heights
Malcolm X

Ocean Beach
Paradise Hills

Clairemont
College Heights
Kensington/Normal Heights

Mission Hills
North Clairemont
Oak Park

San Ysidro
Serra Mesa
Skyline Hills

Matching Library Equipment Fund

The Matching Library Equipment Fund was established by City Council action in July 1980, and Council Policy 100-8 was approved in 1983 to 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, 2003 a total of \$22,531.51 was donated to the Matching Library Equipment Fund, creating a pool account of \$11,265.75 according to Auditors' records. The pool funds will be used to purchase furnishings and equipment for branch libraries.

Respectfully submitted,

Anna Tatár
Library Director

Approved: Bruce A. Herring
Deputy City Manager

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