



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 1/7/2014

Agenda Placement: 7L

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Danis Kreimeier - Director
Library

REPORT BY: Dawn Boggs, Staff Services Analyst II - 253-4819

SUBJECT: Authorization to accept and for the Chair to sign a letter thanking the Napa County Library Foundation for its \$10,000 donation to purchase databases for the Napa Main Library.

RECOMMENDATION

Director of Library Services and Community Outreach requests the following:

1. Authorization to accept a donation from the Napa County Library Foundation for \$10,000 to purchase databases for the Napa County Library and for the Chairman to sign a letter of appreciation to the Foundation in acceptance of the donation; and
2. Authorize Budget Transfer No. LIB003 increasing appropriations in the Library's budget with offsetting revenues from the donation. (4/5 vote required)

EXECUTIVE SUMMARY

Board Resolution No.99-56, adopted on June 1, 1999, provides that the Director of Library Services and Community Outreach is authorized to accept donations and gifts on behalf of the County Library of \$5,000 or less from the Napa County Library Foundation groups and report such donations annually to the Board of Supervisors. However, Board approval is required today for the acceptance of a donation in the amount of \$10,000 from the Napa County Library Foundation. In addition, the Director of Library Services and Community Outreach is requesting authorization for the Chairman to sign a letter of appreciation to the Napa County Library Foundation for their ongoing support of the Library's mission.

Upon Board approval, this donation will be deposited into the Library's budget.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	The revenue source is a \$10,000 donation from the Napa County Library Foundation.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The Napa County Library Foundation has donated the funds to purchase databases for the Library. The donation will be deposited into the Library budget.
Is the general fund affected?	No
Future fiscal impact:	The databases will be purchased this fiscal year.
Consequences if not approved:	If the donation is not accepted, the funds will be returned, and the databases will not be purchased.
Additional Information:	

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The Napa County Library Foundation is a non-profit organization whose main purpose is to raise money to support the library's needs that are beyond the scope of the library's budget. Board Resolution No.99-56, adopted on June 1, 1999, provides that the Director of Library Services and Community Outreach is authorized to accept donations and gifts on behalf of the County Library of \$5,000 or less from the Napa County Library Foundation and report such donations annually to the Board of Supervisors. However, Board approval is required today for the acceptance of a donation in excess of \$5,000 from the Napa County Library Foundation. The Director of Library Services and Community Outreach is requesting the Board accept a donation of \$10,000 from the Napa County Library Foundation.

The donation will be used to purchase databases for the Library. These databases are online resources provided to the public by the Napa County Library, and are accessible from the Library's website or at any of the Library locations. They are not a part of the Napa County intranet system, and are managed by the Napa County Library's computer technician; hence, Napa County Information Technology services are not required for their installation or maintenance.

Upon Board approval, the donation will be deposited into the Library's budget, and the databases will be purchased this fiscal year.

SUPPORTING DOCUMENTS

A . Thank You Letter to the Napa County Library Foundation

CEO Recommendation: Approve

Reviewed By: Helene Franchi