



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 5/9/2017

Agenda Placement: 6L

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Danis Kreimeier - Director
Library
REPORT BY: Danielle Clayton, Staff Services Analyst II - 253-4819
SUBJECT: Donations received by the Library

RECOMMENDATION

Director of Library Services and Community Outreach requests the following actions regarding donations:

1. Accept donations in the amount of \$2,000 or less gifted to the Library from October 1, 2016 through December 31, 2016 and instruct the Clerk of the Board to file a report of the donations; and
2. Accept a donation in the amount of \$15,560 from the Friends of Napa Library for Library programs, services and supplies and approval for the Chair to sign a letter of appreciation.

EXECUTIVE SUMMARY

Board Resolution No. 99-56, adopted 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 \$2,000 or less from private donors and \$5,000 or less from the Friends of the Library groups and report such donations annually to the Board of Supervisors. The Director of Library Services and Community Outreach is reporting the Library received \$13,997.87 in multiple donations during the second quarter of the current fiscal year. Furthermore, Board approval is required today for the acceptance of a donation in excess of \$2,000.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	The funds are currently budgeted in the Library's donation line item.

Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Deposit of donations into the Library's operating budget will facilitate fiscal monitoring and ensure that donation spending will be consistent with the intent of the donors.
Is the general fund affected?	No
Future fiscal impact:	The funds will be used to fund Library programs and special projects.
Consequences if not approved:	If the receipt of the donations is not approved, the donations will not be available to fund Library programs and special projects.
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

On June 1, 1999, the Board of Supervisors adopted Resolution 99-56 authorizing the Director of Library Services and Community Outreach to accept on behalf of the Napa County Library donations of money and gifts of \$2,000 or less from donors and donations of \$5,000 or less from the Friends of the Library groups. Today, the Director of Library Services is reporting donations received during the second quarter of Fiscal Year 2016-2017 (\$13,997.87); requesting acceptance of a donation in the amount of \$15,560 from the Friends of the Napa Library, and authorization for the Chair to sign a thank you letter for the Friends of the Library.

General donations received by the Library are deposited into the Library operational budget. All donations are used to support ongoing services and programs. The donations from the Friends of the Library will be deposited into the respective location's operating budget.

SUPPORTING DOCUMENTS

- A . Donations Under \$2000
- B . Napa Friends of the Library Thank You

CEO Recommendation: Approve

Reviewed By: Carlos Solorio