



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 7/22/2014

Agenda Placement: 7D

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 Chairman to sign a letter thanking the Kulhanek Irrevocable Trust for its \$2,500 check for Library programs, services and supplies

RECOMMENDATION

Director of Library Services and Community Outreach requests authorization to accept the check representing the cash gift from the Kulhanek Irrevocable Trust to the Napa County Library in the amount of \$2,500 to be used for Library services and programs, and authorization for the Chairman to sign a letter thanking the Trust for its gift.

EXECUTIVE SUMMARY

Resolution No. 99-56 adopted by the Board on June 1, 1999 authorizes the Director of Library Services and Community Outreach to accept donations of money and gifts of \$2,000 or less on behalf of the Napa County Library. On June 27, 2014, the Library received a check representing the cash gift in the amount of \$2,500 from the Kulhanek Irrevocable Trust to be used for general purposes. Since this gift exceeds the \$2,000 maximum authorized by the Resolution, Board approval is required. Therefore, the Director of Library Services and Community Outreach is seeking the Board's authorization to accept this check, and for the Chairman to sign a letter thanking the Trust for its gift.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Check representing the cash gift from the Kulhanek Irrevocable Trust in the amount of \$2,500.

Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of the requested action will enable the gift to be received and utilized by the Napa County Library.
Is the general fund affected?	No
Future fiscal impact:	There is no requirement that the funds be used this fiscal year.
Consequences if not approved:	If the requested action is not approved, the Library will not be able to accept the \$2,500 check.
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

Resolution No. 99-56 adopted by the Board on June 1, 1999 authorizes the Director of Library Services and Community Outreach to accept donations of money and gifts of \$2,000 or less on behalf of the Napa County Library. On June 27, 2014, the Library received a check representing the cash gift in the amount of \$2,500 from the Kulhanek Irrevocable Trust to be used for general purposes. Since this gift exceeds the \$2,000 maximum authorized by the Resolution, Board approval is required. Therefore, the Director of Library Services and Community Outreach is seeking the Board's authorization to accept the check, and for the Board to sign a letter thanking the Trust for its gift.

The Trust does not specify that the funds must be used for a specific purpose, nor is there a requirement that the funds be spent this fiscal year.

SUPPORTING DOCUMENTS

A . Thank You Letter to the Kulhanek Irrevocable Trust

CEO Recommendation: Approve

Reviewed By: Helene Franchi