



## REPORT TO THE LIBRARY BOARD

**MEETING DATE: December 17, 2008**

Session:	Public
Subject:	2008 Year-End Budget Recommendation
Prepared By:	Barbara Jessop
Presented By:	Susanna Hubbard Krimmer
Purpose of Report:	For Decision: Approval <input checked="" type="checkbox"/>

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### **Recommendation:**

Consistent with previous year-end practice, it is recommended that a contribution of up to \$350,000 be made to the *Collections Encumbrance<sup>1</sup> Fund*.

### **Background & Review:**

It has been the practice at year-end to bring forward recommendations to the Library Board related to flow through contributions.

A transfer to the Collections Encumbrance Fund may be necessary in order to accommodate timing differences between the ordering and receipt of collections materials over the fiscal year end.

The Collections budget has been fully committed and the year-end contribution to the fund, if necessary, will represent outstanding orders placed but not yet received.

It is recommended that a contribution of up to \$350,000 be made for 2008, which will be expended in the first quarter of 2009. The actual 2008 contribution will be identified at the March 2009 Board meeting, consistent with past practice.

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