



COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: 10/8/2020 Meeting Date: 10/15/2020

Name: Katrina Evans Department: Library

Division Manager's Signature:

1. Nature and purpose of agenda item:

To distribute \$6,925.00 donated to the Library by the Friends of the Library to the appropriate funds in the Library budget

2. Recommended Motion/Action:

Motion to accept the donation and distribute funds to the appropriate lines in the Library's budget

3. Fiscal impact on current budget.

This item is not budgeted. The proposed budget amendment to fund this request is provided below.

The budget amendment number is BA 21-03 using fund(s) 104-LIBRARY ENHANCEMENT.

FROM:	TO:	AMOUNT:
104-0000-366.20-00 CONTRIBUTIONS & DONATIONS / CONTRIBUTIONS	104-7110-571.30-46 OPERATING EXPENDITURES / REPAIRS & MAINTENANCE	\$800.00
104-0000-366.20-00 CONTRIBUTIONS & DONATIONS / CONTRIBUTIONS	104-7102-571.30-52 OPERATING EXPENDITURES / OPERATING SUPPLIES	\$2,525.00
104-0000-366.20-00 CONTRIBUTIONS & DONATIONS / CONTRIBUTIONS	104-7100-571.30-66 OPERATING EXPENDITURES / BOOKS/PUBLICATIONS	\$3,600.00

Columbia County Public Library
308 NW Columbia Avenue
Lake City, FL 32055
386-758-1018 * 386-758-2135 Fax

Katrina P. Evans, Library Director

MEMORANDUM

DATE: October 8, 2020

TO: David Kraus, Assistant County Manager

FR: Katrina Evans, Library Director

RE: Friends of the Library donation

The attached budget amendment is to distribute \$6925.00 donated to the Library by the Friends of the Library to the appropriate lines in the Library's budget. The Friends of the Library donated \$800.00 for the Seed Library and Fort White Garden, \$2025.00 for children's program supplies, \$500.00 for adult program supplies, and \$3600.00 for books for deposit collections for local childcare centers.

If you need any further information from me, please let me know. Thank you for your consideration.

Columbia County Public Library

308 NW Columbia Avenue

Lake City, Florida 32055

386-758-2101 * FAX 386-758-2135

Date: October 5, 2020

To: Friends of the Library

From: Katrina Evans

Re: Funding Requests

Below is a brief summary of upcoming Library programs and activities for which Library staff would like to request funding from the Friends of the Library. If you have any questions about specific items, please let me know.

Description of Funding Request	Staff Member Requesting Funds/Friends Budget Fund	Amount
1. Garden and seed library supplies	Katrina Evans/ 2005	\$ 800.00
2. Craft supplies, program supplies, and reading incentives for children's programs, Neck wallets, and Born to Read bags	Kate Duong/5329	\$2025.00
3. Supplies for adult programs	Kate Duong/5319	\$ 500.00
4. Books for daycare deposit collections	Kate Duong/5330.4	\$3600.00
Total Funds Requested Payable to: Columbia County Public Library		\$6925.00

LIBRARY DEPOSIT RECONCILIATION

DEPOSIT SLIP DATE: 10/08/2020

By: A. Woody

		CASH/CHECK	CREDIT CARD (PAYGOV)	CASH REFUNDS	TOTAL
104-0000.366.20-00	<i>Seed Lending Library</i>	\$ 800.00			\$ 800.00
Donation Account	<i>Youth Services</i>	\$ 2,025.00			\$ 2,025.00
	<i>Adult Programs</i>	\$ 500.00			\$ 500.00
	<i>Daycare Rotation</i>	\$ 3,600.00			\$ 3,600.00
DATE DEPOSITED:	<u>10/08/2020</u>				
104.0000.352.2000	FINES				\$ -
104.0000.347.2002	FEES				\$ -
104.0000.347.2003	PRINT				\$ -
DATE DEPOSITED:					
104.0000.352.3000	FINES				\$ -
104.0000.347.3002	FEES				\$ -
104.0000.347.3003	PRINT				\$ -
DATE DEPOSITED:					
	TOTAL BY PAYMENT TYPE	\$ 6,925.00	\$ -	\$ -	\$ 6,925.00



DEPOSIT TICKET



DATE 10/8/2020

DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL

4078594
DS4 8-D-BK

	DOLLARS	CENTS
CURRENCY		
COIN		
CHECKS LIST EACH SEPARATELY		
1 Friends of CC PL		
2 Seed LL	800	00
3 Wh. Svs	2025	00
4 Adult Prog.	500	00
5 Daycare Rot.	3600	00
6 Acct. #		
7 104-0000-36.20-00		
8		
9		
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11		
12		
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14		
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17		

PLEASE RE-ENTER TOTAL HERE	TOTAL <u>6925.00</u>
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CHECKS AND OTHER ITEMS ARE RECEIVED FOR DEPOSIT SUBJECT TO THE PROVISIONS OF THE UNIFORM COMMERCIAL CODE AND ANY APPLICABLE COLLECTION AGREEMENT.

Prepared By A. Waddy
Please Print

Verified By _____

COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS

CLAIMS FUND/ LIBRARY

P.O. BOX 1529

LAKE CITY, FL 32056-1529

TOTAL ITEMS

1

\$

6925.00

⑈000004⑈ ⑆5240⑈1020⑈ 428252670⑈

Columbia County Public Library

09:21AM 10/08/20 *5701 COMMER DEP

46,925.00 440

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