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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: March 10, 2017 Meeting Date: April 6, 2017

Name: Katrina Evans Department: Library

Division Manager's Signature: 

1. Nature and purpose of agenda item:

This budget amendment request is to distribute funds from the Friends of the Library to the appropriate lines in the Library's budget. BA 17-36; total amendment \$2,911.

Attach any correspondence information, documents and forms for action i.e., contract agreements, quotes, memorandums, etc.

2. Fiscal impact on current budget.

Is this a budgeted item? N/A
 Yes Account No. _____
 No Please list the proposed budget amendment to fund this request

Budget Amendment Number: BA 17-36 Fund: 104-LIBRARY ENHANCEMENT

FROM:	TO:	AMOUNT:
104-0000-366.20-00 CONTRIBUTIONS & DONATIONS / CONTRIBUTIONS	104-7100-571.30-66 OPERATING EXPENDITURES / BOOKS/PUBLICATIONS	\$1,980.00
104-0000-366.20-00 CONTRIBUTIONS & DONATIONS / CONTRIBUTIONS	104-7100-571.30-54 OPERATING EXPENDITURES / SUBSCRIPTIONS & DUES	\$931.00

For Use of County Manger Only:

Consent Item Discussion Item

MEMORANDUM

DATE: March 10, 2017

TO: Scott Ward, Assistant County Manager

FR: Katrina Evans, Library Director

RE: Friends of the Library donations

The attached budget amendment is to distribute \$2,911.10 donated to the Library by the Friends of the Library to the appropriate funds in the Library's budget. The Friends of the Library donated \$1980.10 for the purchase of memorial books for the Library's collection. In addition, they donated \$931 to renew the Library's annual movie license covering all three library locations. If you have any questions, please let me know. Thank you.

Columbia County Public Library

308 NW Columbia Avenue
Lake City, Florida 32055
386-758-2101 * FAX 386-758-2135

Date: February 27, 2017
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. Renewal of movie license that covers all three branches (June 15, 2017 – June 14, 2018)	Katrina Evans \$531/5310.1 \$200/5310.2 \$200/5310.3	\$931.00
Total Funds Requested Payable to: Columbia County Public Library		\$931.00

V# 1453
2-27-17

LIBRARY DEPOSIT RECONCILIATION

DATE: 3-3-17

By: L. Cray

104.0000.366.2000	Library Enhancement	<u>\$1,980.10</u>
	TOTAL	<u>\$1,980.10</u>

Note: Reimbursement for Memorials 2011 - 2016

DEPOSIT TICKET



DATE 3-3-17

DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL

	CURRENCY	DOLLARS	CENTS
1	Friends of		
2	CCPL	1,980	10
3			
4	104-0000-366-2000		
5	(Reimbursement-Memorials)		
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			

PLEASE RE-ENTER YOUR CHECK

TOTAL \$1,980.10

CHECKS AND OTHER ITEMS ARE RECEIVED FOR DEPOSIT SUBJECT TO THE PROVISIONS OF THE UNIFORM COMMERCIAL CODE AND ANY APPLICABLE COLLECTION AGREEMENT.

Prepared By L-Cray
Please Print

Verified By _____

3369820
DS4 4-D-BK

COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS
CLAIMS FUND/ LIBRARY
P.O. BOX 1529
LAKE CITY, FL 32056-1529

TOTAL ITEMS

\$

1980.10

Columbia County Public Library

⑈000004⑈ ⑆5240⑈ 1020⑆ 4282526701⑈

FRIENDS OF COLUMBIA COUNTY
PUBLIC LIBRARY
308 NW COLUMBIA AVE.
LAKE CITY, FL 32055

1455

Date 2-27-17 63-64/631

Pay to the order of Columbia County Public Library \$1,980.10

One thousand nine hundred eighty dollars & 10/100 — Dollars

COLUMBIA BANK
LAKE CITY, FLORIDA 32055
For Reimburse for Memorials 2011-2016

Batricia Morris
Faye C Roberts MP

⑈001455⑈ ⑆063100646⑆ 1909231⑈