



City of Arts & Innovation

Board of Library Trustees

TO: BOARD OF LIBRARY TRUSTEES

DATE: OCTOBER 22, 2018

FROM: RIVERSIDE PUBLIC LIBRARY

SUBJECT: TRUST FUND EXPENDITURES REPORT IN THE AMOUNT OF \$34,502.30

ISSUE:

Accept the trust fund expenditures report in the amount of \$34,502.30 for the purchase of library books, periodicals and other library materials.

RECOMMENDATION:

That the Board of Library Trustees accept the Trust Fund expenditures report in the total amount of \$34,502.30.

BACKGROUND:

The Library receives annual funding in various Trust Fund accounts, and, in accordance with the spending requirements for that specific fund, purchases library materials throughout the year. In accordance with library policy, trust fund purchases are reported to the Library Board of Trustees. Pursuant to the City Charter Section 8 (d) the Board of Library Trustees shall have the power and duty to purchase and acquire books, journals, maps, publications and other supplies peculiar to the needs of the library, subject, however, to the limitations of the budget for such purposes. The expenditure and disbursement of funds for such purchases shall be made and approved as elsewhere in the City Charter.

Below is a summary of Trust Fund expenditures for September 2018:

Trust Fund Expenditures			
Vendor	Account	Description	Amount
Bibliotheca LLC	Gladys Pedlow (Wilcox) Memorial Fund and Margaret Morgan and Mary Morgan Pedlow Memorial Fund	Cloud Library annual subscription	\$10,000.00

Amazon	Gladys Pedlow (Wilcox) Memorial Fund and Margaret Morgan and Mary Morgan Pedlow Memorial Fund	Books, periodicals and other library materials	\$140.66
McNaughton a division of Brodart Co.	Gladys Pedlow (Wilcox) Memorial Fund and Margaret Morgan and Mary Morgan Pedlow Memorial Fund	Books, periodicals, and other library materials	\$7,507.94
Scholastic Library Publishing	Gladys Pedlow (Wilcox) Memorial Fund and Margaret Morgan and Mary Morgan Pedlow Memorial Fund	Books, periodicals and other library materials	\$1,321.30
NewsBank Inc.	Gladys Pedlow (Wilcox) Memorial Fund and Margaret Morgan and Mary Morgan Pedlow Memorial Fund	Press Enterprise Annual Subscription	\$15,532.40
Total			\$34,502.30

FISCAL IMPACT:

The fiscal impact associated with this report is the total expenditure of \$34,502.30 from the Trust Expenditure Account 5145000-450200.

Prepared by: Erin Christmas, Library Director
 Approved by: Lea Deesing, Assistant City Manager