



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: JUNE 4, 2019**

FROM: RIVERSIDE PUBLIC LIBRARY **WARDS: ALL**

SUBJECT: DONATIONS FROM CHRISTOPHER L. CARPENTER AND RIVERSIDE PUBLIC LIBRARY FOUNDATION IN THE TOTAL AMOUNT OF \$45,000 FOR SELF-CHECK SYSTEMS – SUPPLEMENTAL APPROPRIATION

ISSUES:

Accept donations from Christopher L. Carpenter in the amount of \$25,000 and the Riverside Public Library Foundation in the amount of \$20,000 for Library self-check systems and appropriate expenditures in the total amount of \$45,000.

RECOMMENDATIONS:

That the City Council:

1. Accept donations from Christopher L. Carpenter in the amount of \$25,000 and the Riverside Public Library Foundation in the amount of \$20,000 for Library self-check systems for a total amount of \$45,000 to be deposited into Library System Donation Account 0000722-225405; and
2. Authorize an increase in estimated revenues in the amount of \$45,000 into General Fund Revenue Account 9898800885-37422200 and appropriate expenditures in the same amount into the Library Self-Checkout System Expenditure Account 9898800885-42540000.

BACKGROUND:

The City Charter requires all City funds, including private donations, be deposited into the City Treasury. All Gift Fund expenditures are paid from a General Fund expenditure account after the City Council considers the necessary appropriation. Gift Fund Donations are held in a Library Minor Gift Fund pending appropriation to the General Fund.

The 2017 Riverside Public Library Foundation Annual Campaign raised funds to pay for self-check systems at Riverside Public Library locations. In May 2019, the Riverside Public Library received additional donations from Christopher L. Carpenter in the amount of \$25,000 and the Riverside Public Library Foundation in the amount of \$20,000. The donations are for the Library to use towards funding self-check systems at two (2) library locations not funded from the 2017 Annual Campaign.

DISCUSSION:

On June 24, 2019, the Board of Library Trustees will formally accept the donations. The Riverside Public Library Foundation administers the Library's Wish List and the donations will fund two (2) self-check systems.

The self-check system is a free-standing kiosk, which will enable customers to conveniently check out books, pay fines and fees, and view all upcoming library programs and events in a customer driven environment.

Seven (7) of the eight (8) library locations will have self-check systems installed and completed by July 2019.

FISCAL IMPACT:

There is no fiscal impact to the General Fund associated with this item. The total donation is \$45,000 and will cover costs associated with the purchase and installation of the library self-check system. Donated funds in the amount of \$45,000 will be transferred into the General Fund Revenue Account 9898800885-37422200 and appropriated to the Library Self-Checkout System Expenditure Account 9898800885-42540000.

Prepared by:	Erin Christmas, Library Director
Certified as to	
availability of funds:	Edward Enriquez Chief Financial Officer/City Treasurer
Approved by:	Lea Deesing, Assistant City Manager
Approved as to form:	Gary G. Geuss, City Attorney