

**LOS ANGELES PUBLIC LIBRARY
BOARD REPORT**

September 12, 2024

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian

SUBJECT: **APPROPRIATION OF \$170,000 FROM THE UNRESERVED AND UNDESIGNATED FUND BALANCE (UUFB) FOR THE TRANSITION FROM THE 14TH EDITION OF THE DEWEY DECIMAL SYSTEM TO THE 23RD EDITION**

A. RECOMMENDATIONS:

THAT the Board of Library Commissioners:

1. Approve an appropriation of \$170,000 from the Library's Unreserved and Undesignated Fund Balance (UUFB), Fund 300, Department 44, Cash Balance, to Fund 300, Department 44, Account 3040 Contractual Services.
2. Authorize the City Librarian to make any necessary technical changes.
3. Adopt the attached Resolution regarding the appropriation in the amount of \$170,000 from the UUFB.

B. FINDINGS:

1. The Unreserved and Undesignated Fund Balance (UUFB) consists of prior year unappropriated and disencumbered funds. Funds in the UUFB are used for current year appropriations, the Budget Reserve Fund, and to appropriate for unfunded projects and projects previously funded which could not be completed in the prior year.
2. On June 27, 2024, the Board approved a \$170,000 contract with Backstage Library Works, Inc. to transition the Library's current classification of drama books and travel guidebook library materials to the DDC 23rd Edition
3. Sufficient funds are available in the UUFB for this appropriation.

Prepared by: Erica Thomsen, Management Aide

Reviewed by: Heather Smith, Senior Management Analyst II

RESOLUTION

September 12, 2024

LIBRARY RESOLUTION NO. 2025-XX (C-XX)

WHEREAS, Sufficient funds in the amount of \$170,000 are available in the Library's Unreserved and Undesignated Fund Balance (UUFb); and

WHEREAS, Staff requested the appropriation of \$170,000 from the UUFb to the Contractual Services Account 3040 in the Library's Fiscal Year 2024-25 Budget to transition the drama books and travel guidebooks collections to the Dewey Decimal Classification system 23rd Edition:

THEREFORE, RESOLVED, That the Board of Library Commissioners hereby approves an appropriation of \$170,000 from the Unreserved and Undesignated Fund Balance, Fund 300, Department 44, Cash Balance to Fund 300, Department 44, Account 3040 Contractual Services;

THEREFORE, FURTHER RESOLVED, That the Board hereby authorizes the City Librarian and City Attorney to make technical corrections as deemed necessary.

This is a true copy:

Raquel M. Borden
Board Executive Assistant

Adopted by the following votes:

AYES:

NOES:

ABSENT: