

**LOS ANGELES PUBLIC LIBRARY
BOARD REPORT**

June 22, 2023

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian

SUBJECT: **APPROVAL TO TRANSFER APPROPRIATIONS WITHIN FUND 300 IN
THE LIBRARY DEPARTMENT**

A. RECOMMENDATIONS:

THAT the Board of Library Commissioners ("Board"):

1. Authorize the City Librarian or Library Business Office Manager to approve transfers of funds between Accounts within the Library's Fiscal Year 2023-24 Budget, Fund 300, Department 44 for amounts that are \$50,000 or less.
2. Authorize the City Librarian and City Attorney to make technical corrections as deemed necessary.
3. Adopt the attached Resolution regarding the authority to approve transfers.

B. FACTUAL SUMMARY:

1. Library staff requests authority for the City Librarian or Library Business Office Manager to approve transfers between Library accounts in an amount not to exceed \$50,000 per transfer during fiscal year 2023-24.
2. The Board approved the same request for the 2022-23 fiscal year.
3. Transfers of amounts higher than this amount will still need to be approved by the Board of Library Commissioners.

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