



COUNTY OF HUMBOLDT

For the meeting of: 6/10/2025

File #: 25-744

To: Board of Supervisors

From: Libraries

Agenda Section: Consent

Vote Requirement: 4/5th

SUBJECT: Appropriation Transfer for Library Budget, 1500621, in the Amount of \$15,990 (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the attached fiscal year (FY) 2024-25 appropriation transfer for the Library budget, 1500621, in the amount of \$15,990. (4/5 Vote Required); and
2. Establish fixed asset line, 8035- Microfilm Equipment, for the purchase of two microfilm systems. with revenue received from the Humboldt Library Foundation for FY 2024-25.

STRATEGIC PLAN:

This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Core Services/Other

Strategic Plan Category: 9999 - Core Services/Other

DISCUSSION:

The library's microfilm readers are a vital resource for Humboldt County researchers. In the past several months two of the Library's antiquated microfilm readers failed. The Library has received \$16,250 funding from the Humboldt Library Foundation to replace the two broken microfilm readers.

SOURCE OF FUNDING:

Library Fund (1500)

Humboldt Library Foundation

FINANCIAL IMPACT:

Expenditures (1500-621)	FY24-25
Budgeted Expenses	\$15,990
Total Expenditures	\$15,990

**Projected amounts are estimates and are subject to change.*

Funding Sources (1500-621)	FY24-25
Fees/Other	\$15,990

Total Funding Sources	<u>\$15,990</u>
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Narrative Explanation of Financial Impact:

The attached appropriation transfer in the amount of \$15,990 will move sufficient appropriations in FY 2024-25 from the Services and Supplies category, in the Special Department Expense line to establish a fixed asset line, 8035 Microfilm Equipment, to secure the purchase.

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:

N/A

OTHER AGENCY INVOLVEMENT:

Information Technology

Humboldt Library Foundation

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could elect to decline approving budget transfer or establish the fixed asset line. However, this is not recommended as it would hinder public access to research tools.

ATTACHMENTS:

Request for Budget Transfer Form (Attachment 1)

Total Imaging Solutions Quote (Attachment 2)

Grant Award Letter from Humboldt Library Foundation (Attachment 3)

PREVIOUS ACTION/REFERRAL:

Meeting of: N/A

File No.: N/A