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Date: October 16, 2023
To: Rapid City Public Library Board of Trustees
From: Terri Davis, Library Director
Re: Supplemental Appropriation

Motion: Move to supplement the Library Board budget by \$149,662, using already existing funds to cover invoices for the bookmobile.

Background: Funds to pay for the bookmobile have been on deposit in the Library Board revenue fund. The bookmobile costs were not previously budgeted into the 2023 Library Board budget because of the uncertain timeframes for payment and possible cost fluctuations.

In April 2023, \$83,733 was paid for the hybrid system. Based on information from the bookmobile vendor, we now know that the cost of the box build will be \$65,929; that invoice is anticipated in late November. The total amount of \$149,662 needs to be supplemented to the 2023 Library Board budget; this process is analogous to moving funds from a savings to a checking account:

Supplement 0971 – Library Board Budget from revenue source 996 Library Board Revenue	
4360 Machinery / Auto Equipment	
436000 Machinery / Auto Equipment	<u>149,662</u>
Total Library Board Supplement	\$ 149,662