DEPARTMENT: Library - Northside

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes__ No__)

Resolution authorizing transfer of funds between categories, increasing travel and reducing salaries within the Northside Literacy Budget.

The County Librarian interpreted the Board's direction to place a limit on out-of-county travel; and she was unaware that the limitation would also apply to reimbursed in-county mileage. Accordingly, the Literacy Coordinator traveled between Coulterville and Mariposa which has the affect of inadvertently over-spending the travel budget for the Literacy Program.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Northside Literacy Project ended December 31, 1994. To effectively close the budget, the Auditor has asked that this action be taken. This was a one year grant project and the travel allotment was underestimated.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

This action needs to be taken so that the Auditor can effectively close the budget for this program which ended in December.

<table>
<thead>
<tr>
<th>COSTS:</th>
<th>SPECIAL INSTRUCTIONS:</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Budgeted current FY</td>
<td>List the attachments and number</td>
</tr>
<tr>
<td>B. Total anticipated costs</td>
<td>the pages consecutively:</td>
</tr>
<tr>
<td>C. Required additional funding</td>
<td></td>
</tr>
<tr>
<td>D. Internal transfers</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SOURCE:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Unanticipated revenues</td>
<td></td>
</tr>
<tr>
<td>B. Reserve for contingencies</td>
<td></td>
</tr>
<tr>
<td>C. Source description:</td>
<td></td>
</tr>
<tr>
<td>Balance in Reserve for Contingencies, if approved:</td>
<td></td>
</tr>
</tbody>
</table>

CLERK’S USE ONLY:

Vote - Ayes: _Absent: _ Abstained: _ Approved: _{ } Denied _ Minute Order Attached: _ { } No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.

Date: 

ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California
By: 
Deputy

ADMINISTRATIVE OFFICER’S RECOMMENDATION:

This item on agenda as: 

- Recommended
- Not Recommended
- For Policy Determination
- Submitted with Comment
- Returned for Further Action

Comment:

A.O. Initials: 

Action Form Revised 5/92
COUNTY OF MARIPOSA

BUDGET ACTION FORM

DEPT/DIV: Library - Northside Literacy  CONTACT: Maurie Hoekstra

DATE: May 16, 1995  PHONE: 966-2140

ACTION REQUESTED: (Check All That Apply)

( ) Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the County budget, or in any one fund of the budget, or appropriating Reserve for Contingencies;

( X ) Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit;

( ) Transfer by Administrator: Moving existing appropriations within a single budget category between line items (i.e. services and supplies, etc.)

( ) Transfer by Auditor: Moving salaries between line items to accommodate variances internal to salaries; OR transfers within the County budget under $50.00 to accommodate minor variations from the budget.

<table>
<thead>
<tr>
<th>FUND/DEPT/ACCT NO.</th>
<th>LINE ITEM DESCRIPTION</th>
<th>AMOUNT (FROM)/TO</th>
</tr>
</thead>
<tbody>
<tr>
<td>001-0613-753-0172</td>
<td>Salaries</td>
<td>($400)</td>
</tr>
<tr>
<td>001-0613-753-0449</td>
<td>Travel</td>
<td>$400</td>
</tr>
</tbody>
</table>

Justification: Travel budget of Northside Literacy was overexpended. This was a one year grant project and travel estimate was too low. There were salary savings and it is requested that $400 be transferred.

Department Head Signature: Maurie Hoekstra  Date: 5-16-95

Approved By: Res. No. 95-210  Clerk:  Date: 5-16-95

Auditor:  Date: 5-16-95

AUDITOR'S USE ONLY:

Description:  Transfer No.:

B.R. No.:

Budget Action Form Revised 5/92