Board approve the transfer of $7,000 in salary savings to indirect costs and purchase replacement equipment. A television and VCR were stolen from the Learn to Read Office on May 18, 1993. These items are necessary to the program. It is estimated that a new TV and VCR will be about $1,000 which will result in a net gain to the County of $6,000.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The County's insurance policy carries a $5,000 deductible clause and, in the past, the Board has voted to replace stolen items.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

The $7,000 salary savings will go back to the State if it is not expended. The Literacy Program will not have a TV and VCR needed for tutor-training.
BUDGET ACTION FORM

DEPT/DIV: Library/Literacy
DATE: 6/15/93
CONTACT: Lynda Campbell
PHONE: 966-5905

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>001-511-1-004</td>
<td>Lit. Office Assistant</td>
<td>&lt;$3,475.00&gt;</td>
</tr>
<tr>
<td>001-511-1-100</td>
<td>Lit. Tutor Trainer</td>
<td>&lt;2,173.00&gt;</td>
</tr>
<tr>
<td>001-511-9-150</td>
<td>Lit. Benefits</td>
<td>&lt;1,352.00&gt;</td>
</tr>
<tr>
<td>001-511-2-234</td>
<td>Indirect Costs</td>
<td>$6,000.00</td>
</tr>
<tr>
<td>001-511-4-370</td>
<td>Television/VCR</td>
<td>1,000.00</td>
</tr>
</tbody>
</table>

Justification: Salary savings (Office Assistant resigned in March. Extra Help Tutor-Trainer not used.) Require authorization to purchase fixed assets.

Department Head Signature: [Signature] Date: 6/7/93
Approved By: Res. No. 93-345 Clerk: [Signature] Date: 6/15/93
Administrator: [Signature] Date: [Signature] Date:

AUDITOR'S USE ONLY:
Description: Transfer No.:

B.R. No.: [Signature] Date:

Budget Action Form Revised 5/92