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CITY OF DANBURY
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DAVID ST. HILAIRE
DIRECTOR OF FINANCE

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MEMORANDUM

TO: Mayor Mark D. Boughton via the City Council

FROM: David W. St. Hilaire, Director of Finance *DWS*

DATE: February 23, 2010

CERTIFICATION

SUBJECT: Certification of Funds - Farioly Fund

Attached please find a request from the Library Director for the purchase of a CD cleaner. I hereby certify the availability of \$12,995 to be appropriated for the Farioly Fund. The status of the fund balance is as follows:

Farioly Fund –	
Unappropriated Fund Balance as of 2/23/10	\$231,904.85
Interest Earned July 2009 – January 2010	7,944.75
This Request	- 12,995.00
Balance After Appropriation	\$226,854.60

The gift from the estate of Edward Farioly to the Danbury Library is for projects and activities which benefit the Library and which constitute Library enhancements and not projects and activities ordinarily funded by the City.

I respectfully request that this appropriation be placed on the March 2010 agenda for approval by the City Council contingent upon Library Board approval at a duly convened Library Board meeting. Please feel free to contact me should you require any additional information.

DWS/dg
attachments

MEMO TO: David St. Hilaire, Finance Director
FROM: Mark P. Hasskarl, Library Director
DATE: February 19, 2010
SUBJECT: Appropriation Request for March 2010 Common Council Meeting

Dave,

Please prepare a memo that will add the following appropriation request to the March City Council meeting agenda. I realize that this is short notice, but it's an emergency situation. Let me know if you have any questions. Thanks.

Mark

1. FARIOLY FUND

By a special email vote (text below) held on February 17 and 18, 2010, the Library Board of Directors approved the expenditure of \$12,995 to RTI (Research Technology International) to replace the disc cleaner that cleans the library's collections of over 10,600 DVDs, 5,950 CDs and 2,070 books on CD. All efforts to repair the machine have failed, so a new one must be purchased as quickly as possible.

Please place this appropriation on the March 2010 agenda.

The recipients of this email, all being members of the Board of Directors ("Board") of the Danbury Library ("Library"), do hereby "Consent" by the majority of members to the following resolution:

Authorize the emergency purchase of a CD/DVD disc cleaning machine from RTI.

Whereas the present CD/DVD cleaning machine is broken beyond repair; and

Whereas the Library is unable to clean and return to circulation CD/DVD's; and

Whereas the need to address this issue cannot wait until a regularly scheduled Board meeting.

NOW THEREFORE, LET IT BE:

Resolved, that the Board approves by majority vote that the Library should purchase a new CD/DVC disc cleaning machine per the terms spelled out in Mark Hasskarl's email of February 17, 2010; and further

Resolved, that all other necessary actions taken by Library staff to enact this resolution are hereby confirmed as the act and deed of the Board.

IN WITNESS WHEREOF, the recipients shall vote by return email YEA for the affirmative, NAY for the negative, or ABSTAIN. Only upon receipt of a majority of YEA from the Board will this Consent becomes effective.