



Council Meeting: October 19, 2010

SUBJECT: Appropriation of \$9,500 of Satterberg Foundation Grant Funds for Library Program Audio/Visual Improvements and Approval of Budget Modification No. 9

GRANT SUMMARY

In August 2010 the City Manager accepted grant funds in the amount of \$9,500 for the Department of Libraries for Library Program Audio/Visual Improvements. These funds will be used to purchase and install ceiling speakers, microphones, inputs, a sound controller and other equipment in the Library's program room that will enhance and improve visual projection and sound for Library programs.

GRANTING AGENCY

Satterberg Foundation

EXISTING POLICY

Council Policy 7.1.5 Donations, Contributions and Sponsorships:

The City Manager may apply for grants of any dollar amount, but shall notify the Council when grants are being pursued. Council approval of a budget modification to appropriate grant monies is required before funds can be expended by staff. Such a budget modification shall include the use to which the grant would be placed; the objectives or goals of the City which will be achieved through use of the grant; the local match required, if any, plus the source of the local match; any increased cost to be locally funded upon termination of the grant; and the ability of the City to administer the grant.

With the installation and operation of new coordinated audio/visual equipment, programs in the Library's program room will be enhanced per Library Goal 6.2E: Use new technology to optimize the development and delivery of library services.

DISCUSSION

The Department of Libraries will be responsible for the management of the grant. The Department of Finance has confirmed that the City has available resources to administer the grant. The Sunnyvale Public Library offers more than 500 programs for the public each year. The Library requires visual and audio equipment for its program room to better present programs with consistent ease for set up and smooth-running presentations. Satterberg Foundation funds will be used to purchase ceiling speakers, microphones,

inputs, a sound controller and other equipment with easy access controls for a projector and sound equipment. Planning and purchasing reliable, coordinated sound equipment will benefit our community by offering presentations that flow smoothly without the distraction of equipment malfunctions. Considerable staff time will also be saved in streamlining the set up of such equipment for programs.

FISCAL IMPACT

The Satterberg Foundation grant funds were awarded in the amount of \$9,500 in order to purchase equipment for the program room. If approved, a new project will be created for the purchase of audio/video equipment. There is no required local match and there will be no increased costs to the City upon termination of the grant. The program room equipment will have a useful life of 7-10 years. When it becomes necessary to replace the equipment, Library staff will seek outside funding sources. No General Fund monies will be used to cover replacement costs. The PLP grant will have no net fiscal impact to the General Fund.

**Budget Modification No. 9
 FY 2010/2011**

	Current	Increase/ (Decrease)	Revised
General Fund			
<u>Revenues</u>	\$0	\$9,500	\$9,500
1216 –Miscellaneous Private Grants/ Donations			
 <u>Expenditures</u>			
<i>New Project:</i> Program Room Equipment	0	\$9,500	\$9,500

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's Web site.

Information about the grant will be presented at the October 4, 2010 Board of Library Trustees' meeting.

ALTERNATIVES

1. Approve Budget Modification No. 9 to appropriate Satterberg Foundation Grant Funds in the amount of \$9,500.
2. Do not approve Budget Modification No. 9 to appropriate Satterberg Foundation Grant Funds in the amount of \$9,500.

RECOMMENDATION

Staff recommends Alternative #1: Approve Budget Modification No. 9 to appropriate Satterberg Foundation Grant Funds in the amount of \$9,500.

Reviewed by:

Lisa G. Rosenblum, Director, Sunnyvale Public Library
Prepared by: Susan Denniston, Administrative Librarian

Reviewed by:

Grace Leung, Acting Director of Finance

Approved by:

Gary M. Luebbers
City Manager

Attachments

- A. Award letter, Satterberg Foundation

Attachment A

July 20, 2010

Satterberg *foundation*

Ms. Susan Denniston
Administrative Librarian
City of Sunnyvale
665 West Olive Avenue
Sunnyvale, CA 94086

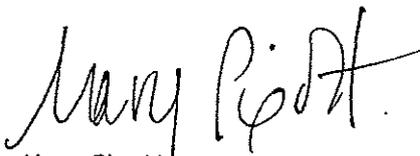
Dear Ms. Denniston:

Congratulations! The Board of the Satterberg Foundation, at the recommendation of Dave Lazarus, has approved funding for the Friends of the Sunnyvale Library's proposal in support of the Sunnyvale Library's Audio/Visual Improvements. Our check for \$9,500.00 is enclosed; please confirm receipt to us at your earliest convenience.

It is our goal to assist nonprofit organizations to achieve their goals, to adapt to change, to innovate and to improve their ability to provide programs. Invitational Grants from the Satterberg Foundation are made solely at the discretion and invitation of board members, in their own communities. We are very excited by the opportunities presented in this grant and thank you for the privilege of participating in your endeavors.

We look forward to receiving news of your progress using the enclosed Invitational Grant Report. Please submit your report nine months from now.

Warmest Regards,



Mary Pigott
Executive Director

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