



COUNCIL AGENDA: 05-11-04  
ITEM:

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Jane Light  
Library Director

**SUBJECT: SAN JOSE PUBLIC LIBRARY  
FOUNDATION DONATIONS**

**DATE:** April 21, 2004

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Approved

Date

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**COUNCIL DISTRICT:** City-Wide  
**SNI:** N/A

## **RECOMMENDATION**

It is recommended that the Council adopt a resolution authorizing the City Manager to accept, on behalf of the City, donations from the San José Public Library Foundation for Library purposes, in a total amount not to exceed \$200,000 for the period beginning July 1, 2004 and ending June 30, 2005.

## **BACKGROUND**

The San Jose Public Library Foundation, a 501(c)(3) non-profit organization was established in 1987. Its mission is to provide advocacy, financial support and innovative leadership to transform San José's public libraries into vibrant learning centers. To date in FY 2003/04, the Foundation has raised \$108,624 in monetary contributions for the Library Department. These contributions will help support Books for Little Hands, collections and FF&E for the branches that are part of the Branch Library Bond Project, and children's programs.

## **ANALYSIS**

The donations from the San José Public Library Foundation to the Library Department are nearly always over \$5,000, requiring acceptance by the City Council. Rather than request Council acceptance each time a donation is received, the Library proposed in FY 1999/00 that Council approve a resolution accepting an estimated donation amount from the Foundation for a fixed period of time. Council has approved such a resolution for gifts in the last five fiscal years.

If the actual amount donated exceeds the estimated amount approved by Council, the Library will request Council acceptance of any amount exceeding the estimated amount. In addition, at the end of the approved time period, the Library will provide a report to City Council informing them of how much the Foundation actually donated during that time.

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**PUBLIC OUTREACH**

N/A

**COORDINATION**

This memorandum was coordinated with the City Attorney's Office.

**COST IMPLICATIONS**

No matching contribution from the City is required.

**CEQA**

Not a project.

Jane Light  
Director, Library Department

