Print Form

COUNTY DEPARTMENT AGENDA REQUEST

Department/Division: Library

Department Head: Chris Snell

Presenter, if needed: Same, if needed

Preferred Meeting Date: Feb. 14, 2008

Wording for the Agenda:

Approval to accept a donation of $25.00 and to increase Public Relations Expenditure Account by $25.00

Background/History/Details:

This donation is from one of our customers. She stated :"Please accept this donation to your most wonderful library..."

What action are you seeking from the Board of Commissioners?

Approval to accept the donation into the Library's Public Relations Account.

If this item requires funding, please describe:

Has this issue come before the Commissioners in the past? Yes

If so, when? Jan. 2, 2008

Do you need audio-visual for the presentation? No

Back-up Material Submitted? No

STAFF USE ONLY

- ○ Finance Review Complete
- ◉ Purchasing Review Complete
- ◉ Legal Review Complete
- ◉ Administrative Staff Review Complete

Administrator's Approval

Confirmed Meeting Date Thursday, February 14, 2008

- ○ Recognition/ Presentation
- ○ Public Hearing
- ○ Old Business
- ○ New Business
- ◉ Consent
- ○ Report
- ○ Other