

TO: FINANCE COMMITTEE
 DEPARTMENT: Public Library
 AUTHORIZING SIGNATURE: [Signature]
 DATE: 14-Apr-16

The following line-item budget transfer is requested in the budget for:

FROM				TO					
PROJECT TASK	UNIT	EXPENSE ACCOUNT	NAME	AMOUNT FROM	AMOUNT TO	UNIT	EXPENSE ACCOUNT	NAME	PROJECT TASK
	1150010	543200	Library Books/Media	\$ 15,000.00	\$ 15,000.00	1150011	533500	Services - Maint. Of Buildings	
TOTALS				\$ 15,000.00	\$ 15,000.00	(TOTALS MUST EQUAL)			

REMARKS/JUSTIFICATION FOR REQUEST: Shifting available funds to account for anticipated end of year maintenance expenses

APPROVED: [Signature] COUNTY MAYOR/SCHOOL SUPERINTENDENT
 DATE: 4/18/16

APPROVED AS TO AVAILABILITY OF FUNDS: [Signature] DIRECTOR OF FINANCE
 DATE: 4/16/16

APPROVED FOR TRANSFER OF FUNDS: _____ CHAIRMAN, FINANCE COMMITTEE/SCHOOL BOARD
 DATE: _____