



WAUKESHA PUBLIC LIBRARY

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Bruce Gay, Library Director
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MEMORANDUM

TO: Library Board of Trustees

FROM: Bruce Gay

DATE: July 5, 2019

SUBJECT: Repurposing of 2019 Capital Fund account

As part of the first-floor planning process we are looking at moving and changing staff service desks. This process would finish late this year, with construction likely to be late in 2020 or 2021. In the 2019 Capital budget we requested \$40,000 to build new circulation and adult/information service desks. At the suggestion of the City Finance department, I would like to repurpose this \$40,000 to complete two other capital projects: the first floor soft seating project and the children's room furniture repair/replacement project. The library would benefit by having these two projects done in 2019, using already allocated funds. The 2020 requests would be reduced as well, and we could focus on the first-floor and front entry projects.

Thank you.

