



# Sacramento Public Library Authority

February 27, 2014

## Agenda Item 14.0: Appointment, Duties and Rotation Schedule for Authority Board Budget-Audit Committee

**TO:** Sacramento Public Library Authority Board

**FROM:** Rivkah K. Sass, Library Director

**RE:** Authority Board Budget-Audit Committee Appointment, Duties and Rotation

**RECOMMENDED ACTION(S):**

Adopt Resolution 14-06, amending Resolution 08-54, approving the appointment, duties and rotation schedule for the Sacramento Public Library Authority Board Budget-Audit Committee.

**BACKGROUND**

Article 6.c of The Joint Powers Authority Agreement for the Sacramento Public Library Authority outlines the process for the election of the Chair, Vice Chair and other offices, and states that the “chair may appoint committees of the Governing Board as the chair shall find appropriate.”

On September 25, 2008, the Authority Board adopted Resolution 08-54, establishing the Budget-Audit Committee as a Standing Committee of the Sacramento Public Library Authority Board, with a minimum of three and no more than five members to be appointed annually by the Authority Board Chair. The staff report recommended that the Budget-Audit Committee meet at least twice annually.

Staff is recommending that in order to provide effective oversight of the Library’s budget and audit, as well as continuity and a smooth transition from year-to-year, that the Budget-Audit Committee serve for an entire budget and audit cycle, and meet at least four times per year.

**ATTACHMENT(S):**

Resolution 14-06, approving the appointment, duties and rotation schedule for the Sacramento Public Library Authority Budget-Audit Committee.

Exhibit A: Budget-Audit Committee Meeting Calendar.



# Sacramento Public Library Authority

## RESOLUTION 14-06

Adopted by the Governing Board of the Sacramento Public Library Authority on the date of:

February 27, 2014

### **A RESOLUTION AMENDING RESOLUTION 08-54, APPROVING THE APPOINTMENT, DUTIES AND ROTATION OF THE SACRAMENTO PUBLIC LIBRARY AUTHORITY BUDGET-AUDIT COMMITTEE**

BE IT HEREBY RESOLVED BY THE GOVERNING BOARD OF THE SACRAMENTO PUBLIC LIBRARY AUTHORITY AS FOLLOWS:

1. Amend Resolution 08-54 to clarify the appointment, duties and rotation schedule for the Sacramento Public Library Authority.

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Angelique Ashby, Chair  
Jeff Slowey, Vice Chair

ATTESTED: Rivkah K. Sass, Secretary

BY: \_\_\_\_\_  
Linda J. Beymer, Assistant Secretary

#### **ATTACHMENT(S):**

Exhibit A: Sacramento Public Library Authority Budget-Audit Committee calendar.



## Sacramento Public Library Budget-Audit Committee Meeting Calendar

<b>January</b>	Authority Board Chair and Vice Chair for the current calendar year are selected following the rotation schedule outlined in Resolution 11-20.
<b>February</b>	Chair appoints no fewer than three and no more than five members of the Board to serve on the Budget/Audit Committee for a one-year term.
<b>Late April/Early May</b>	Budget-Audit Committee meets with library staff to review recommendations for preliminary budget.
<b>May</b>	Preliminary budget is presented to Authority Board.
<b>September</b>	Budget-Audit Committee meets with library staff to review recommendations for final budget. Final budget is presented to Authority Board.
<b>December or January</b>	Annual Audit is presented to Authority Board.
<b>February</b>	Budget-Audit Committee meets with library staff to review recommendations for the mid-year budget. Mid-Year Budget adjustment is presented to Authority Board. New Budget-Audit Committee is appointed to serve for next fiscal year.