

TOWN OF GRANBY

MEMORANDUM

DATE: May 15, 2023

TO: Board of Selectmen

FROM: Amber Wyzik, Director of Library Services, and Kimi Cheng, Director of Finance

REGARDING: V. BUSINESS – ITEM D

Consideration and Approval of Additional Appropriation for the Phase 2 Cossitt Library Preservation Project and Budget Amendment for the Hartford Foundation for Public Giving Grant

Background

In December 2021, the Friends of F.H. Cossitt Library (FOC) were awarded a grant from the Hartford Foundation for Public Giving - Pomeroy Brace Fund in the amount of \$28,000 to be spent on Phase I: Exterior Repairs of the Cossitt Library building. The FOC gifted the full amount to the Town to fund the project. At the September 7, 2021 Board of Selectmen meeting and the September 27, 2021 Board of Finance meeting, the Boards decided to allocate up to an additional \$10,000 to fund this specific project.

In April 2023, the Friends of Granby Public Libraries (FOGPL) applied for and were awarded a second grant from the Hartford Foundation for Public Giving - Pomeroy Brace Fund in the amount of \$28,000 to be spent on Phase 2: Interior Repairs of the Cossitt Library upper story windows on the West and South sides of the building. The now FOGPL (merged of FOC and FGL) plans to gift the full amount to the Town to fund the project. The grant does not require any matching funds from the Town. However, the total estimated cost of \$42,813 for the phase 2 project exceeds the grant amount of \$28,000. The FOGPL will contribute an additional \$4,813 from its fundraising efforts.

Next Steps

The FOGPL and Library Projects Committee request that the Board of Selectmen commits to approving an additional appropriation not to exceed \$10,000 to cover the difference between the actual cost of the Phase 2 Cossitt Library Preservation project and the PBF grant & FOGPL donation.

Secondly, upon approval of this funding, we request acceptance of the PBF grant funds and FOGPL donation. Since the grant award and FOGPL donation will increase revenue and expenditure line items in the Capital Equipment/Improvement Fund, which was not budgeted in the Fiscal Year 2022-23 adopted budget, a budget amendment is required according to the Town Charter. The PBF grant and FOGPL donation will increase the Miscellaneous Revenue and Cossitt Library Pre-Dev. Studies Projects line items by \$32,813 in the Capital Equipment/Improvement Fund.

Pursuant to section 10-6(e) of the Granby Town Charter, I am forwarding the request to you for comment. The Board of Finance will then hear this request for comment as well.

PROPOSED MOTION:

I move that the Board of Selectmen approve an additional appropriation not to exceed \$10,000 from the general fund undesignated fund balance to cover a portion of the cost of the Phase 2 Cossitt Library Preservation project. Any unspent amount will be returned to the general fund at the end of the project, and forward this request to the Board of Finance to approve.

I move that the Board of Selectmen approve a budget amendment to increase the Miscellaneous Revenue and Cossitt Library Pre-Dev. Studies Projects line items in the Capital Equipment/Improvement Fund budget by \$32,813 and forward this request to the Board of Finance to approve.