

**BEFORE THE BOARD OF TRUSTEES
Of Yakima Valley Libraries**

*In the Matter of Revising the Amount of Imprest
Funds*

**RESOLUTION
#15-003**

WHEREAS, the Board of Trustees authorizes imprest funds;

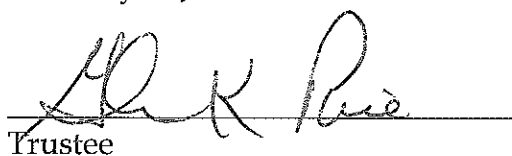
WHEREAS, an accounting of the imprest funds has been completed and reallocation of use is proposed in **Attachment A**, to include a proposed modification to increase the register bank at West Valley Library by \$40.00 (from \$20.00 to \$60.00).

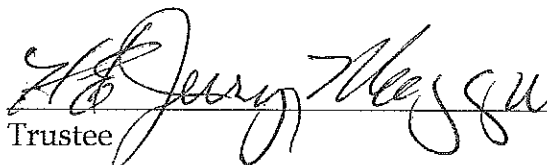
WHEREAS, **Attachment A** breaks out the allocations of imprest funds for Yakima Valley Libraries;

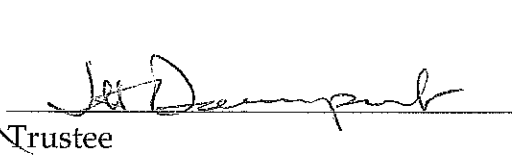
THEREFORE BE IT RESOLVED the Imprest Funds are adopted as confirmed in **Attachment A** and as reconciled in **Attachment B**.

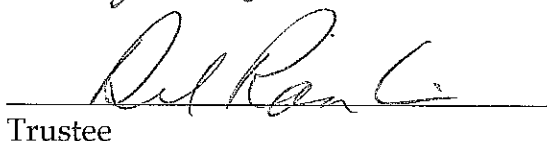
ADOPTED by the Board of Trustees this 22nd day of June 2015.


Trustee


Trustee


Trustee


Trustee


Trustee

Resolution	Amount	Total
Revolving Account - Key Bank		
#82-001 Establish Revolving Account	500.00	
#04-003 Increase Revolving Account	500.00	
#12-004 New Account Required Balance	<u>250.00</u>	
Total Revolving Account		<u>\$1,250.00</u>
Transmittal Account - Key Bank		
#12-004 Credit Card Transmittal Acct.	250.00	
Credit Card Transmittal Acct.	<u>100.00</u>	
Total Credit Card Transmittal		<u>\$ 350.00</u>
Change and Float Funds in Branches		
#72-001 Yakima Circulation	40.00	
#74-002 16 Branches @ \$1.00 Each	16.00	
#77-005 Increase Summitview	4.00	
#02-003 Increase Branches to \$20	360.00	
Return Nile funds to Treasurer	(20.00)	
#11-018 2 nd Float Yakima	60.00	
#12-010 Reduce Union Gap Float	(20.00)	
#12-010 Reduce 2 nd Float Yakima	(60.00)	
#15-003 Increase Float West Valley	<u>40.00</u>	
Total Change & Float in Branches		<u>\$ 420.00</u>
Self Service and Copy Machines Floats		
#09-003 Self Service Machines	773.00	
Returned Funds-Self Service	(413.00)	
#12-004 Jamex Coin Machine - Copy	238.00	
#12-010 Reduce Union Gap EnvisionWare Float	(21.00)	
#12-010 Reduce Yakima Central		
Children's EnvisionWare Float	(21.00)	
#14-016 Increase Yakima Central		
2 nd EnvisionWare Float	<u>21.00</u>	
Total Self Service and Copy Machines		<u>\$ 577.00</u>
Other Petty Cash Funds		
#72-001 Accounting Petty Cash	75.00	
#11-018 Reduced to \$25-move to Facilities	(50.00)	
#11-018 Facilities	50.00	
#10-004 Programming Petty Cash	200.00	
#10-004 Administration	100.00	
#11-018 Move to 2 nd Yakima Float	(60.00)	
#12-004 Reduce Programming PC	(200.00)	
#12-010 Increase Accounting Petty Cash - \$66	41.00	
#12-010 Increase Facilities Petty Cash - \$131	81.00	
#13-012 Reduce Accounting Petty Cash - \$50	(16.00)	
#14-016 Reduce Accounting Petty Cash - \$29	<u>(21.00)</u>	
Total Other Petty Cash Funds		<u>\$ 200.00</u>
<i>Current Imprest Funds with changes</i>		<u>\$2,797.00</u>

