



CITY OF NEW BEDFORD
JONATHAN F. MITCHELL, MAYOR

March 15, 2016

City Council President Linda Morad
Honorable Members of the City Council
133 William Street
New Bedford, MA 02740

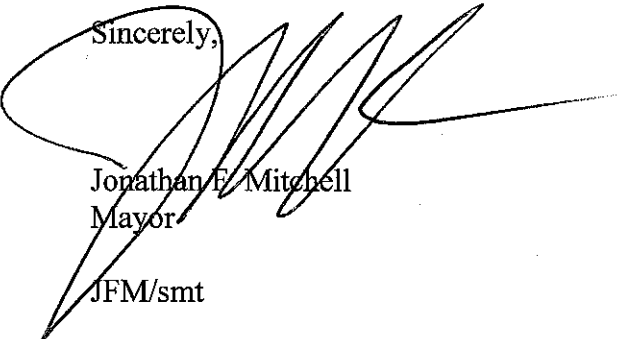
Dear Council President Morad and Honorable Members of the City Council:

I am submitting for your approval an ORDER that the sum of **TEN THOUSAND DOLLARS (\$10,000.00)** now standing to the credit of the account from **LIBRARY SALARIES AND WAGES** be and the same is hereby transferred and appropriated to as follows:

LIBRARY SUPPLIES AND MATERIALS.....\$10,000.00

To be certified and approved by the Department Head

Sincerely,



Jonathan F. Mitchell
Mayor

JFM/smt



CITY OF NEW BEDFORD

CITY COUNCIL

March 22, 2016

ORDERED, that the sum of **TEN THOUSAND DOLLARS (\$10,000.00)** now standing to the credit of the account from **LIBRARY SALARIES AND WAGES** be and the same is hereby transferred and appropriated to as follows:

LIBRARY SUPPLIES AND MATERIALS.....\$10,000.00

To be certified and approved by the Department Head



CITY OF NEW BEDFORD
Jonathan F. Mitchell, Mayor

RECEIVED
MAR 07 2016
AUDITORS DEPARTMENT

New Bedford Free Public Library
Olivia Melo, Director

To: Jonathan F. Mitchell, Mayor
From: Olivia Melo, Library Director
Date: March 7, 2016
RE: Transfer of Funds

Olivia Melo

I'm writing to request a transfer of \$10,000 from the Salaries and Wages to Supplies Building Maintenance.

Due to the professional and variable time employee vacancies, we have this surplus which will assist in covering the materials cost for reconfiguring the public bathrooms at the main library. Mark Champagne, Superintendent of Facilities, has reviewed and discussed the construction plan with the Board of Trustees and it has been approved.

The work will be conducted by DFFM staff, but the cost of the materials needs to be covered through the library's budget. The expense lines in the budget do not have an anticipated surplus, therefore, a transfer from Salaries and Wages at this time will allow us to move this long anticipated project along this fiscal year.

Thank you for your attention to my request.

Cc: Auditor's Office

From 06/06000-51110 10,000.00
TO 06/00000-540430 10,000.00

*OK to transfer -
RME 3/10/2016*

613 PLEASANT STREET, NEW BEDFORD, MASSACHUSETTS 02740
TEL: (508) 961-3044 FAX: (508) 979-1614

*Balance @ 3/10/16 \$ 425,121
Less: \$44,010 x 8.5 (374,000)
Available for transfer \$ 49,121*