

**City of Bridgeport
Office of Policy and Management
Budget Transfer Request**

DEPARTMENT: **LIBRARY** **11/20/24**

TRANSFER REQUEST: (Please provide a detailed statement of the reasons surrounding the transfer request, the exact account numbers and names of the accounts which will be affected, the dollar amount involved, and a statement which confirms that the re-allocated funds of the accounts which you affect are sufficient for all anticipated expenditures for the remainder of the fiscal year.)

Transfer \$5,000.00 FROM Line 56160 Library Supplies TO Line 56055 Computer Services	
From: Library Supplies	To: Computer Services
\$ 32,530.53	\$ 24,997.00
<u>-\$ 5,000.00</u>	<u>+\$ 5,000.00</u>
\$ 27,530.53	\$ 29,997.00
Additional Comments: 1 of 2 transfers into Computer Services to cover Cybersecurity, Email Consultation Services, Bibliomation, and Misc. Computer Services expenses.	

This transfer is to implement the action of the Library Board of Directors under the authority granted by Connecticut General Statutes §11-33.

Department Head Signature:

Elaine Braithwaite, City Librarian

Date: _____

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DEPARTMENT: **LIBRARY** **11/20/24**

TRANSFER REQUEST: (Please provide a detailed statement of the reasons surrounding the transfer request, the exact account numbers and names of the accounts which will be affected, the dollar amount involved, and a statement which confirms that the re-allocated funds of the accounts which you affect are sufficient for all anticipated expenditures for the remainder of the fiscal year.)

Transfer \$16,000.00 FROM Line 56160 Marketing Services TO Line 56055 Computer Services	
From: Marketing Services	To: Computer Services
\$ 67,006.61	\$ 29,997.00
-\$ 16,000.00	+\$ 16,000.00
\$ 51,006.61	\$ 45,997.00
Additional Comments: 2 of 2 transfers into Computer Services to cover Cybersecurity, Email Consultation Services, Bibliomation, and Misc. Computer Services expenses.	

This transfer is to implement the action of the Library Board of Directors under the authority granted by Connecticut General Statutes §11-33.

Department Head Signature: Elaine Braithwaite, City Librarian

Date: _____