

FAIRPORT PUBLIC LIBRARY
Budget and Transfer of Funds Policy

The Fairport Public Library Board of Trustees authorizes the Director of the Fairport Public Library to make budgetary transfers up to \$10,000 without prior authorization within a budget object code. A budget object code is defined as the first digit following the decimal point of an account (.1 – Salaries, .2 – Capital, .4 – Contractual expenditures, .8 – Benefits). Therefore, transfers above \$10,000 and between budget object codes must be requested using the Transfer Request Form and approved by the Board President, subject to all General Municipal Law Regulations.

Accepted by the Budget Committee 7/30/2014
Adopted by the Board of Trustees 8/12/2014