

Shared Automation System Users Group Policy on the Capital Reserve Fund

The Shared Automation System Users Group approves and adopts the following policies to guide The Library Network in management of the Capital Reserve Fund.

- That the Fund is established for the primary purpose of paying for improvements to the current shared library system in excess of \$10,000 and/or for the replacement of the system and in keeping with the policies of the Shared Automation System Users Group.
- That expenditures from the Fund for amounts up to \$125,000 be recommended to the TLN Board when a simple majority of SASUG Executive Committee members vote in favor of the expenditure.
- That expenditures from the Fund for amounts greater than \$125,000 be recommended to the TLN Board when a simple majority of SASUG members vote in favor of the expenditure (1 building, 1 vote).
- That SASUG members wishing to withdraw from the shared library system and have their portion of the Fund returned to them, notify the SASUG Executive Committee and the TLN Board of their intent to withdraw at least 9 months prior to the beginning of the next fiscal year. Once all records have been removed from the shared system database and all financial obligations to the shared system have been met, the library may take a portion of the remaining balance equal to the amount each library would receive if the remaining balance were divided among the contributing libraries by building and by number of years the library contributed to the Fund. The SASUG Executive Committee shall, at that time, make a recommendation to the TLN Board regarding the share of the Fund to which the departing library is entitled.
- That there be a periodic review of Fund policies, management practices, and TLN.s administrative charge to determine whether or not changes are warranted.
- That the SASUG Executive Committee report quarterly on the Fund to the full SASUG.

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