

CLEVELAND PUBLIC LIBRARY

Finance Committee

February 13, 2018

**RESOLUTION TO APPROVE THE USE OF LOCKWOOD THOMPSON
ENDOWMENT FUNDS FOR INTERNATIONAL TRAVEL**

WHEREAS, The terms and conditions of the Lockwood Thompson Endowment provide that the income be used for “the purchase of books or periodicals in the field of Fine Arts, or to defray expenses of employees of the Library while attending conventions deemed by the Director and the Board of Trustees of the Library to be beneficial to the Library’s aims and purposes”; and

WHEREAS, The Library Director supports and approved the request for time and expenses from Lan Gao, senior subject department librarian of the Youth Services department, to attend the International Federation of Library Associations and Institutions (“IFLA”) World Library and Information Congress Annual Conference to be held in Kuala Lumpur, Malaysia, August 21 through August 29, 2018. Lan Gao serves on IFLA’s standing committee as the Information Coordinator and reports back to the American Library Association; and

WHEREAS, The total conference estimated costs to be incurred by Lan Gao total \$2,615.16, which includes air transportation, lodging for six nights, meals and registration; and

WHEREAS, The Library Director deems this travel request beneficial to the Library’s aims and purposes and the Board of Library trustees has approved the appropriation measure for the Thompson permanent fund (510), which includes this travel expense; now therefore be it

RESOLVED, The Board of Library Trustees authorize the Fiscal Officer to use Lockwood Thompson Endowment funds to defray the costs in the amount not to exceed \$2,615.16, charged to account 51015103-53100 (Travel), incurred by Lan Gao for the IFLA World Library and Information Congress Annual Conference deemed beneficial to the Library’s aims and purposes.