



STAFF REPORT

AGENDA NO: 9f

MEETING DATE: May 5, 2025

To: Honorable Mayor and City Council

Date: May 5, 2025

From: Bradley McCulley, City Librarian – (650) 558-7401

Subject: Adoption of a Resolution Authorizing the City Librarian to Accept Duncan Trust Funds in the Amount of \$50,000

RECOMMENDATION

Staff recommends that the City Council adopt a resolution approving the acceptance of the disbursement of Duncan Trust funds for the Burlingame Library, totaling \$50,000.

BACKGROUND

The City has determined that funds received from the Duncan Trust are to be treated as donations from an outside source, and therefore the funds received should be treated as donations to the City of Burlingame, for the exclusive benefit of the Burlingame Public Library.

DISCUSSION

The following purchases and payments will be made with the funds donated from the Duncan Trust as provided by the Library Board of Trustees.

- Purchase of two Stickley leather chairs -- \$11,000
- Reimbursement of the residual cost of the Automated Materials Handler - \$10,000
- Reimbursement of the cost of the plaques located outside the Main Library and replacement of the plaque inside the Main Library-- \$4,000
- Payment for a summer Analytics Intern -- \$5,000
- Assistance with implementation of an air conditioning assessment, up to \$10,000
- Other potential funding opportunities being discussed by Board -- \$10,000

FISCAL IMPACT

There is no fiscal impact to the City's General Fund.

Exhibit:

- Resolution