

**LIBRARY BOARD OF TRUSTEES
LINCOLN CITY LIBRARIES**

STANDING ORDER #1

WHEREAS, The Library Board, by virtue of law, is responsible for the allocation of funds belonging to the Library. The Library Board recognizes that many expenditures must be paid on a daily basis ranging in extent from payment for a single book or package of pens to major pieces of equipment or payment for services rendered. The Library Board further recognizes that the efficient operation of the Library requires the ability to promptly cause payment of invoices and contractual obligations, and that, it is in the best interests of the Library for the Library Board to delegate its authority in this regard.

THEREFORE, The Library Board, by and through this Standing Order, hereby authorizes the City Treasurer to pay out monies from the Library Fund upon receipt of an order signed by the President of the Library Board and the Secretary of the Library Board. The Treasurer of the Library Board shall report any such payment to the Library Board at the Library Board's regularly scheduled meeting following such payment. This Standing Order, which shall be referred to as Standing Order Number 1, shall become effective immediately upon adoption and shall continue until expressly terminated or amended by the Library Board.

Adopted by Library Board
June 19, 2001