



**Lyons Public Library**

## **Assigned Reserves Policy**

Library maintains assigned reserve funds for the purpose of responsible fiscal planning.

Assigned reserve funds may be established by the Board of Trustees with a resolution. A budget amendment and motion are required to move funds from or to the Operating Budget and Reserve Funds.

### **1. Cash Flow Reserve**

These funds are established to ensure cash flow reserve adequate to cover operating expenses from July (the beginning of the fiscal year) through October (receipt of School District tax support).

### **2. Capital Improvement Reserve**

These funds are established to support capital projects.

### **3. Computer/Technology Reserve**

These funds are established for large technology projects and general emergency replacement outside the scope of annual budget needs.

*Adopted: February 21, 2023*