



TOWN OF LOS GATOS
COMMUNITY HEALTH AND SENIOR SERVICES
COMMISSION AGENDA REPORT

MEETING DATE: 06/11/2024
ITEM NO: 7

DATE: June 4, 2024
TO: Community Health and Senior Services Commission
FROM: Ryan Baker, Library Director
SUBJECT: Approve Funds for Printing CHSSC Literature

RECOMMENDATION:

Approve funds for printing CHSSC literature.

BACKGROUND:

The CHSSC has \$1,606.01 remaining as a fund balance for Fiscal Year 2023-24.

DISCUSSION:

Chair Yick has suggested that additional funds be allocated for reprinting CHSSC brochures and Hub flyers.

Due to the approaching end of the fiscal year, purchases will need to be made with a Town credit card. Town credit cards are generally at or near their limit as the fiscal year ends. Competing requests to use available limits will be prioritized by Town staff. Expenditures allocated by the Commission that cannot be covered due to Town credit card limits may not result in a purchase in FY23-24.

PREPARED BY: Ryan Baker
Library Director
