



Chatham County, NC

Legislation Text

File #: 24-5401, **Version:** 1

Vote to adopt a resolution authorizing procedures for staff to surplus inventory in the Chatham County Public Libraries

Introduction & Background: The Chatham County Library staff and Finance staff have worked together to create a policy to align with the historic practice of the disposal of books, media, and other inventory in the library system.

The county must comply with statutory procedures when disposing of personal property. In NCGS 153A-176 disposition of property, a county may dispose of any real or personal property belonging to it according to the procedures prescribed in NCGS Chapter 160A, Article 12.

As part of Chapter 160A, Article 12, Section 280 authorizes donations of personal property to other governmental units and nonprofit organizations. This includes any personal property, including supplies, materials, and equipment, that the governing board deems to be surplus, obsolete, or unused.

Discussion & Analysis:

Staff is recommending the Chatham County Library Director or their designee to take the following steps to surplus any library collection material owned by Chatham County:

1. First attempt to return collection material(s) back to the vendor for purchasing credit(s).
2. Donated to one or multiple Friends of the Library groups in Chatham County.
3. Donated to a Chatham County Non-Profit that may dispose of the material(s) in a way that aligns with their normal procedures.
4. Maintain records of all donations, including the recipient's name, the number of collection materials donated, and the date of the donation.
5. All donations will comply with relevant local and state laws and regulations governing the disposal of public property.

How does this relate to the Comprehensive Plan: N/A

Budgetary Impact: N/A

Recommendation/Motion: Motion to adopt a resolution authorizing procedures for staff to surplus inventory in the Chatham County Public Libraries.