

**Department: Library**

ESTIMATED/PLANNED DISBURSEMENTS REQUIRED

Project (Short Title)	Prior Funds	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Funds After 2029 for completion	Total Funds Required
Library Meeting Room A/V Upgrade		13,500							13,500
	-								
	-								
	-								
	-								
	-								
TOTALS	\$ -	\$ 13,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,500.00

*Amounts may differ from original requests due to increase in costs*



**TOWN OF OAK BLUFFS, MASSACHUSETTS**  
**CAPITAL IMPROVEMENT PROGRAM**  
**PROJECT REQUEST FORM**

**FY2024**

DEPARTMENT INFORMATION			
Department	Library	Date	10/6/2022
Submitted by	Allyson Malik	Title	Library Director
Signature			

ASSET OR PROJECT INFORMATION	
Project Title	Library Meeting Room A/V Upgrade
Asset Description	Replacement of projector, speakers, and receiver, which are each at least 15 years old.
Description and Purpose of Equipment/Project	Project to provide audio visual equipment in the library's main meeting room to facilitate visual presentations, sound and communications to support the public process.
Justification	<p>Half of the AV equipment in the library to facilitate public programming is inoperable, and the other half is well beyond its lifespan. Outside groups like the LWV that rely on the library to host events such as candidate forums require equipment that can work with modern day devices.</p> <p>The IT Department intended to use \$13,500 allocated via Article 11 at the 2019 Annual Town Meeting for the library meeting room, but we understand that it was reallocated to the new town hall.</p>

ASSET/PROJECT DETAILS					
Useful Life	10 years				
Preliminary Plans/Specs	Under Study	x	Completed		N/A
Final Plans/Specs	Under Study	x	Completed		N/A
Priority	URGENT		NECESSARY	x	DESIRABLE

Costs/Cost Estimates	
Land	0
Construction	0
Equipment	13,500
Other	0
<b>TOTAL COST (use word table tools layout formula to sum above)</b>	<b>13,500</b>

Effects on Annual Operating Budget	
Operational	0
Maintenance	0
Personnel	0
<b>TOTAL COST (use word table tools layout formula to sum above)</b>	

Grants/Source of Funding					
How will expense be funded?	Current Funds		Bond or Note		Grant
If Bond or Note do you have TA approval			Yes		No
If Grant, has Grant be awarded			Yes		No

<b>If Grant, is there a Match Requirement</b>	<b>Yes</b>		<b>No</b>	
<b>If Grant Match required do you have funds for it</b>	<b>Yes</b>		<b>Not Yet</b>	

**Additional Comments or Justification (add below or on separate sheet)**