

Authority to Spend Policy

The library director of the _____ Public Library is authorized to spend up to \$_____ on any single item without prior board approval.

The library director of the _____ Public Library is authorized to spend up to \$_____ on any single item with the approval of the finance committee.

The library director of the _____ Public Library is authorized to spend up to \$_____ on any single item only with the approval of the full board.

The _____ Public Library may spend in excess of \$20,000.00* only after completing the formal bid process as described in Illinois Law.

In case of extreme emergency, the library director of the _____ Public Library may spend \$_____ in addition to \$_____ with the approval of any two library board members so long as the amount does not exceed the threshold requiring a formal bidding process.

*Note: The statutory amount is \$20,000 and this entry cannot be any higher than that but can be lower in the discretion of the Board, where it is self-imposing a bidding requirement earlier, or at a lower than required amount.