

# Memo

**To:** Jennie Stapp, State Librarian      **To:** Montana State Library Commission

**From:** Christie Briggs, Manager  
Talking Book Library      **From:** Jennie Stapp, State Librarian

**Date:** July 22, 2016

**Re:** **Trust Expenditure Request for Volunteer Appreciation Event**

The Montana Talking Book Library (MTBL) requests authority to use Montana State Library (MSL) Trust funds allocated to MTBL to host a Volunteer Appreciation Luncheon. The luncheon is an annual event to show appreciation for the great contributions of donated time, skills, and talents of our nearly 100 volunteers.

The current Trust funds available to MTBL are \$112,502 as of July 19, 2016.

Cost estimate: \$4,100. This amount includes a catered luncheon to be held at the Green Meadow Country Club with awards, gifts and commendations to our volunteers and guests from the MSL/MTBL staff.

The luncheon is scheduled for October 13, 2016 from 11:30-1:30pm