206: Authority to Spend

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| Created: | March 2020 | Updated: |  |

The Executive Director of the Northbrook Public Library or their designee is authorized to spend up to $25,000 on any single item without prior board approval provided the item is accounted for in the budget.

Any expense in excess of $25,000 must be approved by the Board of Trustees, and only after completing the formal bid process, if required, as described in Illinois Law.

The Executive Director is authorized to spend up to $5,000 on any single item not accounted for in the budget.

The Executive Director must seek board approval for the authority to spend $5,000 or more on any single item not accounted for in the budget.