



AS Bookstore’s Request for funding from AS Bookstore Reserve Account 2017
Revised June 26, 2017

Proposed Motion: *Move to pass the Resolution Regarding Bookstore’s funding request 2017*

Sponsor: *Alexander LaVallee | ASVP for Business and Operations*

Persons of Contact: *Alexander LaVallee | ASVP for Business and Operations*
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From: *Peg Godwin AS Bookstore Manager*

Date: June 26, 2017

Attached Document: Attached is the Resolution AS Bookstore’s Request for funding from AS Bookstore Reserve Account 2017

Background & Context: This is a proposal to seek funding from the AS Bookstore’s Reserve fund to support Bookstore operations. The Total request is for \$20,938.

Item	Cost
5 New Registers from Sequoia with programming	\$12,367.00
Reusable Totes with AS logo/branding	\$7,350.00
Time Clock	\$814.00
4058487 - HP LaserJet Pro	\$407.00
Total Request	\$ 20,938.00

Summary of Proposal

This proposal is to spend money the AS Bookstore contributed to the AS Reserve fund from FY16. The AS Bookstore contributed \$34,767 last year. This contribution was the share of revenue from AS Bookstore operations in FY 16.

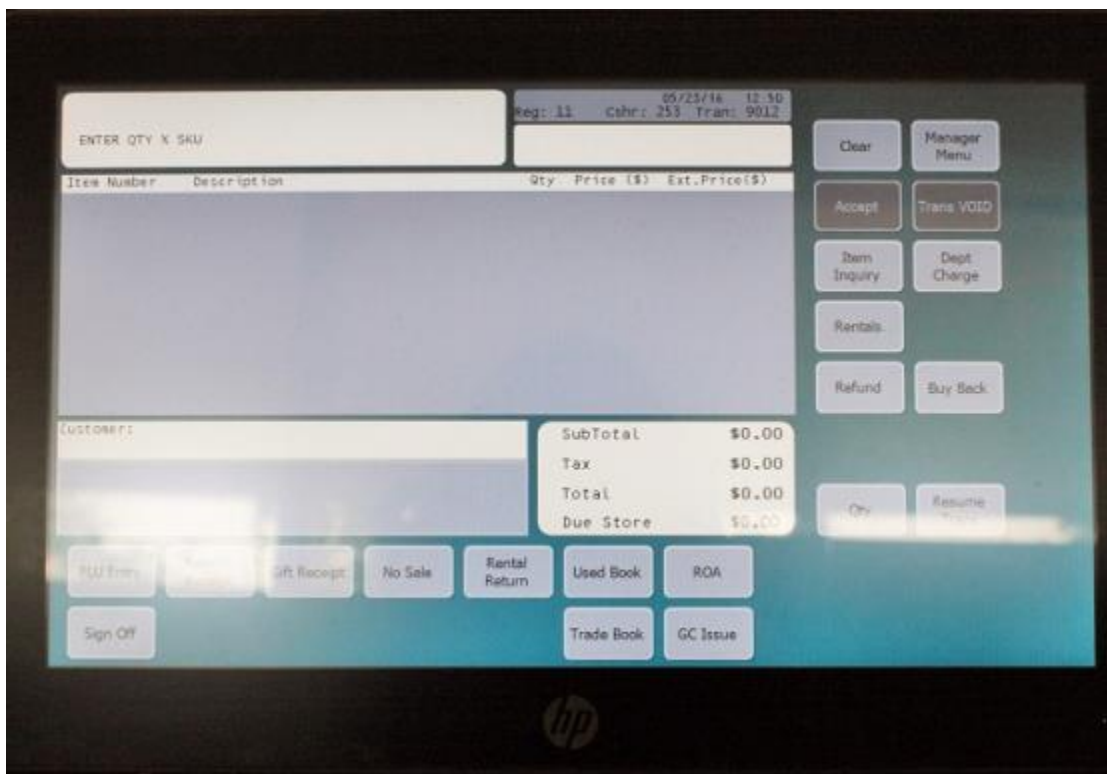
Fiscal Impacts: Last year’s contribution to this reserve account was \$34,767. This request is for \$20,938. The contribution for FY 17 is expected to be about \$25,000.

Rationale:

New Registers:

The AS Bookstore has replaced seven of ten registers that we use as part of our POS system. The registers that we are replacing are almost 15 years old and are at the end of life for support for the version of Windows that they use. The new registers are touch screens and have much better functionality. We

replaced five registers in FY16 and additional five this year. The total replacement cost with software upgrades is \$12,367.



AS Branded Reusable Totes: The AS Bookstore distributes over 15,000 reusable tote bags each year. These bags have the AS brand as well as the Western brand and the Bookstore brand. These are important to reduce waste and brand the University throughout Bellingham. Total cost is **\$7,350**.

Small Equipment: This year we replaced the networked printer in the Accounting Office, \$407 and the time clock, \$801.