

## **DESIGNATION OF ACCRUED PERSONNEL LIABILITIES**

The Library shall designate sufficient moneys within its capital fund to cover potential expenses payable to resigning or retiring employees who are eligible for compensation for unused sick and/or vacation days. The Library shall establish separate account codes for this purpose.

Further, the Library shall designate sufficient moneys within its capital fund to cover potential expenses payable to former employees who are entitled to unemployment compensation through the Library's benefit reimbursement unemployment insurance policy. The Library shall establish a separate account code for this purpose.

The amount of moneys designated within the Library's capital fund for these purposes shall be determined by the Library Board of Trustees prior to each fiscal year at the Board of Trustees' annual organization meeting.

Latest Revision: October 23, 2006  
Originally Adopted: March 29, 1999 (Vacation and Sick Pay Account)