

January 13, 2022

Included in the funds allotted for software licensing in 2022 is \$10,000 for updating the library's copies of Microsoft Office. We upgrade only periodically—since I started here in 2003 we upgraded in only in 2007 and 2016. Insight Business, our preferred Microsoft Solution Provider has informed us that this may be the last time we will be able to purchase Office outright, as Microsoft is heavily pushing their subscription-based service.

I am requesting to spend \$9,112 from the budgeted operating funds for 136 copies of Microsoft Office LTSC 2021.

Submitted by John Rucker