

Memorandum

To: Jenequa Eldridge
From: Gina Burgess/Warehouse Supervisor
Date: 10/25/2011
Re: Surplus

Please add the following items for the Board to deem as surplus to be auctioned or disposed of:

Scoreboards-(2) replaced w/new

Computers-outdated/replaced/no longer supported

Furniture-old/damaged/replaced w/new

Advance Floor Scrubber-(1) replaced w/new

Nobles Floor Scrubbers-(4) replaced w/new