

Memorandum

To: Sherry Arrington/Debbie Monschke
From: Gina Burgess-Warehouse Supervisor
Date: 10-8-2019
Re: Surplus

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

RECYCLE/DISPOSE

AV: *broken/no longer used*- cd players, cassette players, vcrrs, tvs, dvd players, laminators, projectors, carts

**Computers/
All related items:** *replaced/no longer supported/not working*- monitors, printers, cables, keyboards, power supplies, speakers, cameras, headphones, misc. computer parts, carts, promethean boards & stands, laptops, batteries, document cameras, ipads,

Furniture: *damaged/outdated/no longer used*- desks, tables, chairs, reading loft (unstable), broken cafeteria tables

Equipment: *damaged/outdated/no longer used*-
RCMS-ice cream freezer-broken
SMS-ice cream freezer-broken

Auction

RHS Woodshop: Green 24" bandsaw
Portable metal bandsaw
Wire brush on stand
General lathe
Sheetmetal shear
Big Powermatic lathe

Auction

Furniture: tables, chairs, file cabinets, desks