

Memorandum

To: Sherry Arrington/Debbie Monschke

From: Gina Burgess-Warehouse Supervisor

Date: 9-03-2013

Re: Surplus

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

AUCTION

Equipment *broken/no longer used-* (2ea) fryers from RHS cafeteria

P.E. *damaged/no longer used-*(24ea) wall mats from Evers