

AGENDA ITEM 22

Consider approving transfer of the following fixed assets from JP#1 to JP#2:

- (32) Law Books (complete list filed in official minutes)
- (6) Disks Texas Practice

Moved: **Commissioner Boatright**

Seconded: **Commissioner Limmer**

Motion: To approve transfer of the following fixed assets from JP#1 to JP#2:

- (32) Law Books (complete list filed in official minutes)
- (6) Disks Texas Practice

Vote: 4 - 0 with Commissioner Heiligenstein absent from the meeting.

< Attachment >

CHANGE OF FIXED ASSET STATUS

DATE 7-2-01

THE FOLLOWING FIXED ASSET IS TO BE: (Circle One)

TRANSFERRED

SOLD

DISPOSED

FIXED ASSET

Quantity	Description	Model	Serial #
✓ 2 Book	Texas Practice Vol. 7 & 8 (West)		
✓ 6 Disk	Texas Practice Disk 1 thru 6 for Vol. 7, 7A, & 8 West Group		
✓ 6 Dks.	Vernon's Black Transportation Code Vol. 1 thru 6		
✓ 1 Dk.	Vernon's Black Civil Statutes Traffic Regulations Vol. 1 & 2		
✓ 13 Dks.	Vernon's Black Government Code Vol. 1 thru 11		
✓ 2 Dks.	Vernon's Black Human Resources Vol. 1 & 2		

FROM (Transferor): Judge Patricia Ott JP#1 Wm Co.

TO (Transferee): Judge Edna Steudt JP#2 Wm Co.

The Transferor requests that this fixed asset be removed from the inventory for his/her office and placed in the inventory for the Transferee's office as of the date shown above.

Judge Patricia Ott

Transferor - Elected Official/Department Head

Judge Edna Steudt 8-14-01

Transferee - Elected Official/Department Head

approved 8-28-01

John C. Daefler

OK MD
8/17/01