

AGENDA ITEM 10

Consider approving transfer of the following fixed assets from H.R. to I.T.S.:

1 PC Serial # 0006836814, 1 Monitor Serial # 7130866, 1 Keyboard Serial # 01090336,
1 Mouse Serial # 00991347, and 1 Speaker Serial # 0358807.

Moved: Commissioner Hays

Seconded: Judge Doerfler

Motion: To approve transfer of the following fixed assets from H.R. to I.T.S.:

1 PC Serial # 0006836814, 1 Monitor Serial # 7130866, 1 Keyboard Serial # 01090336,
1 Mouse Serial # 00991347, and 1 Speaker Serial # 0358807.

Vote: 3 - 0 with Commissioner Boatright absent from the dais.

< Attachment >

CHANGE OF FIXED ASSET STATUS

DATE 12-5-01

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

TRANSFERRED

SOLD

DISPOSED

FIXED ASSET

Quantity	Description	Model	Serial #
1	PC Sn # 0006836814	PC	
1	MONITOR		Sn 7130866
1	KEYBOARD		Sn 01090336
1	MOUSE		Sn 00991347
1	SPEAKER		Sn 0358807

FROM (Transferor): JOHN WILLINGHAM HR/EL

TO (Transferee): I.T.

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.

John Willingham
Transferor - Elected Official/Department Head

John C. Doerfler
Transferee - Elected Official/Department Head

approved 12-18-01
John C. Doerfler