

AGENDA ITEM 11

Consider authorizing the transfer of the following assets from Pct. #3 to Auction:

- 1 Okifax 1000 - Okidata Serial #46GO1401-022518 WCA 1087
- 1 Swintec 8014-S typewriter WCA 104-711 + wooden typewriter desk
- 1 AT&T answering machine WCA 108776

Moved: Commissioner Boatright

Seconded: Commissioner Hays

Motion: To authorize the transfer of the following assets from Pct. #3 to Auction:

- 1 Okifax 1000 - Okidata Serial #46GO1401-022518 WCA 1087
- 1 Swintec 8014-S typewriter WCA 104-711 + wooden typewriter desk
- 1 AT&T answering machine WCA 108776

Vote: 4 - 0

< Attachment >

CHANGE OF FIXED ASSET STATUS

DATE 4-23-02

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

TRANSFERRED

SOLD

DISPOSED

WC auction?

FIXED ASSET

Quantity	Description	Model	Serial #
1	Okifax 1000 - Okidata		46GO1401-022518 (WCA 10877)
1	Swintec 8014-S - elec. typewriter (+ wooden typewriter desk)		(WCA 1047)
1	AT&T answering machine		A108776

FROM (Transferor): David S. Hays

TO (Transferee): WC auction

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.

David S. Hays
Transferor - Elected Official/Department Head

Transferee - Elected Official/Department Head

*approved 5-7-02
John C. Daupler*