

AGENDA ITEM 10

Consider transferring an office chair and computer software from Auditor's Office to auction.

Moved: **Commissioner Limmer**

Seconded: **Judge Doerfler**

Motion: To approve transfer of an office chair and computer software from the Auditor's Office to the auction.

Vote: 4 - 0

< Attachment >

CHANGE OF FIXED ASSET STATUS

DATE 11/12/02

The following fixed asset is to be: (Circle one)

TRANSFERRED

SOLD

DISPOSED

DONATED

Fixed Asset:

<u>Quantity</u>	<u>Description</u>	<u>Model</u>	<u>Serial #</u>
1	Adaptec 7800 Family Manager Software		495115-01
1	ProComm Plus Software		PP0333369
1	Cheyenne's Disaster Recovery		10368338
1	Microsoft Office 97		4490-1456282
4	Microsoft Windows 95	30097-OEM-0027131-23910 26197-OEM-0025086-74544 26197-OEM-0025086-67545 10597-OEM-0021477-87079	
1	Microsoft Windows NT Server	07197-OEM-0019972-98884	
1	Office chair	TAJ# 106951	

Transferred Asset:

FROM (Transferor): Auditor

TO (Transferee): 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.

Donated Asset:

Fair Market Value: _____

FROM (Donor): _____

TO (Recipient): _____

The Donor requests that this fixed asset be added to the Recipient's inventory.

[Signature]
Transferor/Donor – Elected Official/Department Head

Transferee/Recipient – Elected Official/Department Head

approved 11-19-02
John C. Doerfler

AGENDA ITEM 11Consider transferring a Dell PowerEdge 2100 from the County Clerk to ITS.Moved: **Commissioner Limmer**Seconded: **Judge Doerfler**

Motion: To approve transfer of a Dell PowerEdge 2100 from the County Clerk to ITS.

Vote: 4 - 0

< Attachment >

**WILLIAMSON COUNTY
CHANGE OF FIXED ASSET STATUS**Date: 11-6-02

THE FOLLOWING FIXED ASSET IS TO BE: (CHECK ONE)

☒ TRANSFERRED☐ SOLD☐ DISPOSED**FIXED ASSET:**

<u>Quantity</u>	<u>Description</u>	<u>Model</u>	<u>Serial #</u>
1	Dell PowerEdge	2100	A109384 842HZ

From (Transferor): Nancy E. Rister - County ClerkTo (Transferee): ITS

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.

Nancy E. Rister
Transferor - Elected Official/Department Head

[Signature]
Transferee - Elected Official/Department Head

approved 11-19-02
John C. Doerfler

Copy sent to Jane