

## **AGENDA ITEM 14**

Consider approving the transfer of a Dell monitor from County Court #2 to auction.

**Moved: Commissioner Boatright**

**Seconded: Judge Doerfler**

**Motion:** To approve the transfer of a Dell monitor from County Court #2 to auction.

Vote: **5 – 0**

< Attachment >

## TRANSFER of FIXED ASSET

Date: March 17, 2004

**The following fixed asset(s) should be (check one):**

- ☐ Transferred to another department  
☒ Sold At Auction

[illegible]

The transferor requests that this fixed asset be removed from the inventory for their office and either placed in the Transferee's office as of the date shown above, *OR* sold at auction as indicated by the choice above.

**From:**

Transferor department head or elected official

County Court At Law 2

Department Name

**To:**

~~Transferee department head or elected official  
(not needed if being sold at auction)~~

## Auction

Department Name

Approved 5-11-04  
John C. Dwyer

**AGENDA ITEM 15**

Consider approving the transfer of an IBM Wheelwriter 6 from Extension Office to auction.

Moved: **Commissioner Boatright**

Seconded: **Judge Doerfler**

Motion: To approve the transfer of an IBM Wheelwriter 6 from Extension Office to auction.

Vote: 5 - 0

< Attachment >

### CHANGE OF FIXED ASSET STATUS

DATE 3-26-04

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>
<u>1</u>	<u>IBM Wheelwriter 6</u>		<u>A111351</u>

Transferred Asset:

FROM (Transferor): Extension

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.

RG Ly  
Transferor/Donor - Elected Official/Department Head

[Signature]  
Transferee/Recipient - Elected Official/Department Head

approved 5-11-04  
John C. Doerfler

