

**AGENDA ITEM 6**

Consider approving the transfer of a fan from the Auditor's office to auction.

Moved: **Commissioner Hays**

Seconded: **Commissioner Curlee**

Motion: To approve the transfer of a fan from the Auditor's office to auction.

Vote: 4 – 0. **Commissioner Boatright** was absent from the dais.

< Attachment >

### CHANGE OF FIXED ASSET STATUS

DATE 1-21-04

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

TRANSFERRED

SOLD

DISPOSED

DONATED

Fixed Asset:

Quantity

Description

Model

Serial #

1

FAN - Broken

Windmere

E128686

Transferred Asset:

FROM (Transferor): Auditor's OFFICE

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

approved 2-3-04  
[Signature]  
John C. Dwyer

\_\_\_\_\_  
Transferee/Recipient – Elected Official/Department Head