



April 2022

From: Brenda Herren-Kenaga, Interim Library Director

To: The Mayor and Members of the City Council

Subject: Declare Surplus Library Equipment

The St. Helens Public Library requests that the following list of items be declared surplus and that we are authorized to dispose of the property through sale, donation, or discard.

Quantity	Brand or further description	Model number, if known	Serial number, if known	Working condition
3	Individual-use computer desk	n/a	n/a	used
3	Metal file cabinet	n/a	n/a	used
45	Plastic magazine holders	n/a	n/a	used
1 box	Plastic magazine covers	n/a	n/a	used
1	Radio/CD player	n/a	n/a	used
Approx 25	CD binder pages	n/a	n/a	used
12	Plexi holders 8x10	n/a	n/a	used
1	Wooden magazine display shelf	n/a	n/a	used
1	Long table	n/a	n/a	used, wobbles (by over an inch)
20	Wood chairs, blue upholstery	n/a	n/a	used, vintage 1996
1	Wooden chair with arms	n/a	n/a	used