

## **Disposal of Property Request**

CRS 24-90-109 (1) The Board of Trustees shall: (i) Sell, assign, transfer, or convey any property of the library, whether real or personal, which may not be needed within the foreseeable future for any purpose authorized by law, upon such terms and conditions as it may approve, and lease any such property, pending sale thereof, under an agreement of lease, with or without an option to purchase the same. The board, prior to the conveyance of such property, shall make a finding that the property may not be needed within the foreseeable future for library purposes, but no such finding shall be necessary if the property is sold or conveyed to a state agency or political subdivision of this state.

No.	ITEM	REASON	METHOD OF DISPOSAL
1	Various stained glass art — no property code found Rudyard Kipling, 18"x16" The Jungle Book, 18"x16" Oz, The Yellow Brick Road, 23"x19" Children's Nook, 27"x21" Charlotte's Web, 27"x21" The Snowy Day, 22"x18" Dr. Suess, 29"x24" Harry Potter, 18"x22" Alice in Wonderland, 29"x20"  Framed Art: 6553 — Art — Ski Dog II 6544 — Art — Union Depot Street 6546 — Art Pastels of Iris 6545 — Art-Young Acrobat 6548 — Art-Women at the Pueblo N/A — Now, I love the Rawlings N/A — Mountain Lake with eagles N/A — Southwest cow skull	Items were removed from Barkman Branch prior to renovation. There is not a need/desire to reinstall these items.	Donate to Makerspace for reuse  Donate to charities or other non-profit organizations  Recycle when other methods of disposal have been exhausted
Date Approved:		Submitted by: Item 1 – Amy Nelson, Associate Director of Public Services/Bri Reyes, CFO	

Financial Management
Disposal of Property Request Form

Effective: 01-22-2009

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