



MEMO TO: IHLS Board of Directors
FROM: Leslie Bednar
DATE: June 16, 2017
RE: Surplus Items

Attached please find lists of surplus vehicles and office items. All new surplus items have been recommended to the full board by the Operations and Facilities Committee.

We have referred to these items the last few months and it may be helpful to put all this into perspective.

Vehicles List

The majority of the vehicles presented were surplus February 2016. We declined to offer those vehicles for sale at that time pending news of the FY2017 state budget and plans for IHLS' participation in ILDS (Illinois Library Delivery Service) project.

Office Items

The list of various office items are designated by office location, and when offered for sale will be staged to allow member libraries equal access to items at both locations.

Items on these two building lists represent our commitment to the *kaizen* concept of continuous improvement. In our team-based environment, kaizen activities include utilizing the items we have on hand more effectively and eliminating items we do not need. By making them available to our members (after approved as surplus by the board), we help other organizations while improving our work environment.

Thank you for your consideration.

Surplus List of Vehicles
Blue indicates already surplused; Gold indicates needs to be surplused

| <u>YEAR</u> | <u>MAKE/MODEL</u> | <u>License #</u> | <u>VIN</u> | <u>USE</u> | <u>HUB</u> | <u>Surplused yes or no</u> |
|-------------|---------------------------------|------------------|-------------------|------------|------------|--------------------------------|
| 2012 | Ford E250-242 | U27242 | 1FTNS2EL8CDA43402 | Delivery | ZCA | yes |
| 2007 | Chevrolet Malibu | U24762 | 1G1ZT57FX7F193649 | Staff Use | ZCA | yes |
| | | | | | | |
| | | | | | | |
| 2007 | Ford E-150 Econoline van - gold | U24706 | 1FTNE14W67DA63859 | Delivery | ZCH | yes |
| 2009 | Ford E-150 Econoline van - blue | U26040 | 1FTNS14W09DA71290 | Delivery | ZCH | yes |
| 2012 | Ford E-250 Super Cargo Van | U27245 | 1FTNS2EL5CDA43406 | Delivery | ZCH | yes |
| 2011 | Chevrolet Express Cargo Van1 | U27227 | 1GCSGAF4XB1174689 | Delivery | ZCH | yes |
| 2012 | Ford E-250 extended Econoline | U27248 | 1FTNS2EL7CDA43407 | Delivery | ZCH | yes |
| 2012 | Ford E-250 extended Econoline | U27246 | 1FTNS2EL9CDA43408 | Delivery | ZCH | yes |
| 2001 | Dodge Caravan - green | U21954 | 2B4GP44361R282784 | Staff Use | ZCH | no |
| 2013 | FordE-250Super Cargo Van | U29060 | 1FTNS2EW4DDB29737 | Delivery | ZCH | no |
| | | | | | | |
| | | | | | | |
| 2007 | Chevy Cargo Van - extended | U18179 | 1GCGG29V871129838 | Delivery | ZED | yes |
| 2005 | Chevy Cargo Van - extended | U18178 | 1GCGG29V551246905 | Delivery | ZED | yes |
| 2009 | Ford E150-041 | U26041 | 1FTNS14W49DA71289 | Delivery | ZED | yes |
| 2001 | Dodge Grand Caravan (blue) | U18195 | AB4GP44331B257369 | Staff Use | ZED | yes |
| 2012 | Ford E250-243 | U27243 | 1FTNS2ELXCDA43403 | Delivery | ZED | yes |
| 1995 | Jeep Cherokee - black | U18951 | 1J4FJ68S6SL615115 | Staff Use | ZED | no |
| 2012 | Ford E-250 | U27247 | 1FTNS2EL0CDA43409 | Delivery | ZED | no |

| |
|---|
| previously surplused vehicles February 2016 |
| ready to surplus vehicles |

| CHAMPAIGN ITEM DESCRIPTION | | | QUANTITY | PRICE EACH |
|--|----|---------|----------|------------|
| Fold up banquet table | 5 | \$5.00 | | |
| 4 drawer desk | 1 | \$5.00 | | |
| Rolling chair | 8 | \$5.00 | | |
| Stationary chair | 8 | \$5.00 | | |
| IBM electric Typewriter | 1 | \$5.00 | | |
| 2 drawer desk | 2 | \$5.00 | | |
| Challenge paper drill | 1 | \$20.00 | | |
| Canon cart on wheels | 1 | \$5.00 | | |
| 2 drawer file cabinet | 1 | \$5.00 | | |
| Brother Copy Point White Board w/Printer | 1 | \$10.00 | | |
| Wire Spiral Binder with binders | 1 | \$10.00 | | |
| Fiskar Rotary Paper Trimmer | 1 | \$2.00 | | |
| Fold up table w/adjustable legs | 2 | \$5.00 | | |
| Kyocere KM 2050 Copier/Printer | 1 | \$50.00 | | |
| Phoenix 2000 Datacare Safe | 1 | \$15.00 | | |
| Calculators | 9 | \$2.00 | | |
| Calculator Tape | 7 | \$2.00 | | |
| Staplers | 11 | \$1.00 | | |
| Tape Holders | 8 | \$1.00 | | |
| Scales up to 240 lbs. | 2 | \$5.00 | | |

| | | |
|--|---|---------|
| Heavy Duty Stapler | 2 | \$2.00 |
| | | |
| Panasonic Electric 3-hole punch | 1 | \$5.00 |
| | | |
| 3-hole punch | 1 | \$1.00 |
| | | |
| Copy holder | 1 | \$1.00 |
| | | |
| Monitor lift | 1 | \$1.00 |
| | | |
| Analog Phone | 1 | \$1.00 |
| | | |
| Rolling 2 door cart | 1 | \$2.00 |
| | | |
| Rolling 1 door cart | 1 | \$2.00 |
| | | |
| | | |
| Metal book shelf | 1 | \$10.00 |
| | | |
| Mail boxes/organaizer | 1 | \$5.00 |
| | | |
| Wood computer stand | 1 | \$2.00 |
| | | |
| | | |

| EDWARDSVILLE ITEM DESCRIPTION | QUANTITY | PRICE EACH |
|--|----------|------------|
| | | |
| Herman Miller cubicle various parts | | \$25.00 |
| | | |
| Conference table Chairs | 38 | \$5.00 |
| | | |
| Upper Desk top pieces | 2 | \$25.00 |
| | | |
| Large shelves | 4 | \$10.00 |
| | | |
| 3 drawer wide file cabinet - gray | 1 | \$20.00 |
| | | |
| 5x5 Dry erase board | 1 | \$10.00 |
| | | |
| Various metal shelves | | |
| | | |
| Various desk parts | | |
| | | |
| White shelf | 1 | \$10.00 |
| | | |
| Lumbar support cushion | 4 | \$1.00 |
| | | |
| Porcelain coffee cups | 60 | \$0.50 |
| | | |
| Porcelain dinner plates | 58 | \$1.00 |
| | | |
| Porcelain saucers | 35 | \$0.50 |
| | | |
| Lounge/waiting room chairs | 1 | \$10.00 |
| | | |
| Clear glass dinner plates | 107 | \$1.00 |
| | | |
| Clear glass saucers | 6 | \$0.25 |
| | | |
| Coffee carafe | 3 | \$3.00 |
| | | |
| Candle Holders | 91 | \$0.25 |
| | | |
| Mugs | 41 | \$0.50 |
| | | |
| Banquet serving racks | 5 | \$5.00 |
| | | |
| Small crystal cups | 18 | \$0.25 |

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|---|----|---------|
| | | |
| Triumph paper cutter machine | 1 | \$50.00 |
| | | |
| Safe/vault - combination unknown | 1 | \$25.00 |
| | | |
| Silver serving bowls | 3 | \$2.00 |
| | | |
| Wood cutting board | 1 | \$5.00 |
| | | |
| Crystal creamers small | 43 | \$0.50 |
| | | |
| Crystal sugar dish | 1 | \$0.50 |
| | | |
| Drinking glasses | 30 | \$0.25 |
| | | |
| Crystal butter dish with lid | 1 | \$1.00 |
| | | |
| Serving rolling cart with 3 levels | 1 | \$10.00 |
| | | |
| Large clear serving dish | 1 | \$1.00 |
| | | |
| Coffee pot | 2 | \$3.00 |
| | | |
| Large beverage dispenser | 1 | \$3.00 |
| | | |
| Various silverware | | \$3.00 |
| | | |
| Tin serving dishes | 2 | \$1.00 |
| | | |
| Apron | 1 | \$2.00 |
| | | |
| Salt and pepper shakers | 1 | \$2.00 |
| | | |
| Travel mugs with lids | 2 | \$1.00 |
| | | |
| Poker themed plastic dishes | 4 | \$0.50 |
| | | |
| Christmas tree dishes | 3 | \$0.25 |
| | | |
| Plastic blue and green plates | 13 | \$0.25 |
| | | |
| Various kitchen tools | 6 | \$3.00 |
| | | |
| Tall drinking glasses | 2 | \$0.50 |
| | | |
| Box of misfit dishes | 1 | \$1.50 |
| | | |