

## WI Al-Anon/Alateen - Area 61

## Business Equipment Inventory

Type of Equip	Description	Service Position	Who Has Possession	Date Purchased	Estimated Condition	Serial Number	Purchase Price	Where is receipt?
Computer	Compaq-Presario CQ62 Notebook Windows 7 Home Premium, AMD V120 CPU, 2.2 GHz, 3GB RAM, 135GB hard drive Wireless mobile mouse (MS Office Professional 2010)	Secretary	Linda Doran	8/13/2010	Good	CNF023D44Q	\$329.99	
Flash Drive	DataTraveler G4 32gb	Secretary	Linda Doran	Long ago	Good			
Digital Recorder	Sony ICD-PX440	Secretary	Linda Doran	3/6/2016	Excellent	1501249	\$56.85	Treas.
Disk Drive	TEAC External Floppy Disk Drive	Secretary	Linda Doran	Long ago	?	4838202		
Stapler	Panasonic AS-302 electric stapler, purchased for Unity Editor	Secretary	Linda Doran	Long ago	?	51253		
Stapler	Swingline Manual Stapler	Secretary	Linda Doran	Long Ago	?			
3-Hole Punch	Swingline	Secretary	Linda Doran	Long Ago	?	74063		
Plug Strip	Intermatic 6-plug 120v Strip	Secretary	Linda Doran	Long Ago	?			
Blue Tooth Speaker	EasyAcc Speaker (for use with voice recorder)	Secretary	Linda Doran	Long Ago	?	EasyAcc-DP100		
File Tray	2-shelf folding file tray	Secretary	Linda Doran	Long Ago	Good			
Anti-Virus CD	Kaspersky Lab Anti-virus Protection CD – Subscription expired 02/2013	Secretary	Linda Doran	08/2010	?	KSP00AV11000 0484665		
Computer Bag	Black Nylon Laptop Bag with shoulder strap	Secretary	Linda Doran	Long Ago	Good			
Two Storage Totes	One large and one medium storage bins	Secretary	Linda Doran	Long Ago	Good			
Projector	Epson EX5210 XGA projector	Assembly	Debbie H,	3/15/2012	Excellent	PSAK 1 Y04894	\$492.95	

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Cart	Hand cart for transporting literature	Literature	Donna D.	8/2010	Good		\$118.44	
Shelving	2 shelving units for literature storage	Literature	Donna D.		Good		\$10	
Scanner	Workforce DS-560	Archivist	Jami Camburn	5/2/2016	Excellent		\$279.00	
Printer	Epson XP-320 Model C462P	Treasurer	Jim Dabrowski	4/7/2016	Excellent	UD4P316323	81.51	