

July 15, 2022

**TO: RAILS Board of Directors**

**FROM: Anne Slaughter, Director of Technology Services**

**ABOUT: Disposal of Surplus Laptops**

We ask that the Board approve disposal of items on the list below. RAILS IT staff have reviewed the list thoroughly and determined that these items are no longer needed at any RAILS location. The RAILS Fiscal Accountability Policy directs RAILS to dispose of surplus property in accordance with the Illinois Library System Act (75 ILCS 10/16), which states that property with “a unit value of \$1,000 or less may be disposed of as determined by the board.” Normally, surplus property is offered to the Illinois State Library and Illinois Heartland Library System, followed by an offering to member libraries through an online auction. However, due to the age and condition of the laptops, and the fact that they must be wiped of all data and software including the operating system, they are not useful as-is, and their value is minimal.

If approved, the items will be donated to PCs for People to be professionally refurbished and redistributed. PCs for People is a 501(c)3 nonprofit organization that has partnered with the Illinois Office of Broadband as a part of the Connect Illinois initiative to create the Connect Illinois Computer Equity Network, a statewide network that receives, refurbishes and redistributes used computers for those in need. This initiative responds to the 1.1 million Illinois households currently without computers and aims to bridge the digital divide for those without internet access to help improve connectivity essential for remote learning, work from home, telemedicine, and other requirements of everyday life.

**Surplus laptops to be donated**

<b>Make</b>	<b>Model</b>	<b>Production Year</b>	<b>Qty</b>
DELL	E5530	2012	30
LENOVO	T460	2016	16
LENOVO	E540	2014	14
LENOVO	T440	2013	14