

## STAFF REPORT – COALINGA-HURON LIBRARY DISTRICT

**Subject:** Authorize staff to surplus computers  
**Meeting Date:** Tuesday, April 28<sup>th</sup>, 2026  
**From:** Jeannette Davies, Library Director  
**Prepared by:** Nathan Vosburg, Information Technology Analyst

### I. RECOMMENDATION:

Authorize staff to declare 20 computers as surplus. Of these, 18 units are in working condition and may be made available for donation or public sale, while 2 units are non-functional and should be designated as e-waste for proper disposal.

### II. BACKGROUND:

Computers at the library are purchased through a structured replacement plan with the San Joaquin Valley Library System (SJVLS) using the District's technology reserve account. This plan is based on an approximate five-year life cycle to ensure reliability, security, and performance. To avoid large, one-time replacement costs, the District typically places computer orders every two years, allowing for a staggered refresh cycle rather than replacing all units at once.

The computers included in this surplus have reached or exceeded their planned five-year lifespan and have since been fully replaced as part of this cycle. The surplus inventory consists of 20 desktop computers, primarily Dell OptiPlex 3070, 3060, and 9020 models, with an estimated age range of 7–10 years.

Of these, 18 units remain operational and are suitable for donation or public sale, with an estimated combined value of approximately \$370 based on age and specifications. The remaining 2 units—one OptiPlex 3060 and one OptiPlex 9020—are non-operational and have been designated as e-waste for proper disposal. Some units are running Windows 10, which is no longer eligible for updates, while others have Windows 11 installed.

Overall, the majority of the inventory retains limited residual value, with only a small portion requiring recycling.

Model Type	Qty (Resale)	Qty (E-Waste)	Price Each	Estimated Value
Dell OptiPlex 3070	5	0	\$20-\$50	\$130
Dell OptiPlex 3070 (Slim)	2	0	\$20	\$40
Dell OptiPlex 3060	9	1	\$20	\$180
Dell OptiPlex 9020	2	1	\$10	\$20
<b>Totals</b>	<b>18</b>	<b>2</b>	<b>—</b>	<b>\$370</b>

### III. DISCUSSION:

The Board may wish to consider whether any of the surplus computers should be donated to local nonprofit organizations prior to being made available for public sale during the electronic surplus sale. However, these are older computers with limited remaining lifespans and will be distributed as CPU units only, without keyboards, mice, or monitors.

### IV. ALTERNATIVES:

- Sell the computers to the public through an electronic surplus sale (Recommended)
- Donate select units to local nonprofit organizations
- Dispose of all units as e-waste through appropriate recycling channels
- Retain the computers in storage, acknowledging they are no longer compatible with the library’s network due to age and system limitations
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### V. FISCAL IMPACT:

The sale of the 18 surplus units that are suitable for resale is estimated to generate approximately \$200 to \$370 in revenue for the General Fund.

### ATTACHMENTS:

Surplus Inventory 4-28-2026.pdf