

Board of Trustees
Hagerstown Community College
11400 Robinwood Drive
Hagerstown, Maryland 21742-6590

ACTION

Subject: Disposal of Dental Chairs

Date: September 17, 2024

BACKGROUND:

HCC Purchasing Procedures provide that on rare occasions, HCC may make a donation of surplus used equipment to another tax-exempt institution. Community Free Clinic is in the process of becoming a clinical site for HCC Dental students. They have requested a donation of two used dental chairs.

These two used chairs have no trade-in value, are no longer usable by the College, and have little to no sales value.

RECOMMENDATION:

To approve the recommendation for HCC to donate two used chairs to Community Free Clinic for its use at 249 Mill Street, Hagerstown, MD.

Prepared by: Rebecca Shives
Title: Executive Assistant to the President

Recommended by: 
James S. Klauber, President
