



DEPARTMENT OF FAMILY AND COMMUNITY SERVICES

Date: July 21, 2011

To: Delia Briones, County Clerk

From: Rosemary Neill

Re: Commissioners Court Agenda

Please place the following item on the Commissioners Court agenda for July 25, 2011.

Approve and authorize the removal of one chair, tag number #03977, from the inventory of equipment assigned to Los Portales Museum and Information Center.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to be "R. Neill", with a long horizontal stroke extending to the right.

Rosemary V. Neill
Interim Director

Memorandum

To: County Judge Veronica Escobar, Commissioner Anna Perez,
Commissioner Sergio Lewis, Commissioner Willie Gandara, and
Commissioner Daniel Haggerty

From: Rosemary Neill

Date: 7/21/2011

Re: Authorize Removal of Chair from Los Portales Museum Inventory

Action Item

Approve and authorize the removal of one chair, tag number #03977, from the inventory of equipment assigned to Los Portales Museum and Information Center.

Fiscal Impact

No fiscal impact. This chair is broken.

Background Information

The County contracts with the San Elizario Genealogy and Historical Society to manage Los Portales Museum and Visitors Center. The Society opens the Museum, conducts tours, and provides information to visitors.

As part of their duties, they are also responsible for the equipment in the facility. The Museum Curator reported damage to a chair at the facility. The chair is beyond repair. The Curator requests removal of the chair from the inventory.

June 17, 2011

On this day a visitor at the Los Portales Museum, Doris Crop, NC was in the 2nd room at Los Portales and she sat down in a chair, which broke to pieces . The Lady fell, but got up. I was in the office Working with George in the computer and she came to me to tell me that she had fallen when the chair she sat on broke. I asked to see if she was alright and she said she was fine. I went into the room and saw that the chair had been broken into pieces. I asked her again if she was in any pain and she responded by saying no, she was fine. I called one of the Board members, Transito Macias and she asked to do a report. The chair is property of the county #03977. The chair is stored in the Los Portales storage shed.

**Eloisa Levario,
Los Portales Museum**