M E M O R A N D U M

**TO: Dr. Randy Poe, Superintendent**

**Bonnie Rickert, Chairperson**

**Board Members**

**FROM: Linda Schild, Director Finance**

**DATE: February 27, 2018**

**RE: Lease – Mann Elementary School**

**Board approval is requested for a lease with US Bank Equipment Finance for copiers. The monthly payment is $832 over 60 months for 3 copiers identified in the attachment.**

**I recommend the Board approve the lease and maintenance agreement with US Bank Equipment Finance, as presented.**