

**PBOCCCWC Closet Inventory Sheet - Closet**

**ALPHABETICAL**

**UPDATED**

**2/7/2020**

| <b>LOCATION</b>              | <b>SPECIFIC ITEM(S)</b>          | <b># OF ITEMS AVAILABLE</b> | <b>CATEGORY</b>  | <b>OTHER NOTES</b>      |
|------------------------------|----------------------------------|-----------------------------|------------------|-------------------------|
| Shelving Unit 6<br>Cabinet 2 | A & C supplies<br>Address Labels | 3 containers                | supplies         |                         |
| Attic-Unit 9                 | Angel glass ornaments            |                             |                  |                         |
| Shelving Unit 7              | Aprons -- NOT for sale           | 15                          | supplies-Kitchen |                         |
| Shelving Unit 7              | Aprons and Dishtowels            |                             | supplies-Kitchen | used for various events |
| Shelving Unit 1              | Aprons for sale                  |                             |                  |                         |
| Cabinet 1                    | Archived Histories 1984-2017     |                             | Archives         |                         |
| Shelving Unit 2              | Archives--Fashion Show           | 2 BINS                      | FS supplies      |                         |
| Cabinet 2                    | Award Certificates--blank        |                             | supplies         |                         |
| Shelving Unit 4              | Baby Shower Decorations          |                             | supplies         |                         |
| Shelving Unit 5              | Bake Sale Table Supplies         |                             | AC supplies      |                         |
| Attic-Unit 11                | Baskets - assorted               |                             | FS equipment     |                         |
| Cabinet 2                    | Binder Pockets                   | 8                           | supplies         |                         |
| Cabinet 2                    | Binders-Accordian                | 7                           | supplies         |                         |
| Cabinet 2                    | Binders-assorted empty           | 16                          | supplies         | three ring              |
| Cabinet 2                    | Bingo cage                       | 1                           | equipment        | ABOVE CABINET 2         |
| Shelving Unit 5              | Bins AC equip/supplies           | 8                           | AC Equipment     |                         |
| Shelving Unit 7              | Bins, Storage--empty small       |                             | supplies         | TOP OF UNIT 7           |
| Attic-Unit 9                 | Boxes--small assorted gift       |                             | Auction          |                         |
| Attic-Unit 9                 | Boxes--small wooden/decorative   |                             | supplies         |                         |
| Attic-Unit 11                | Box--gold decorative             |                             |                  |                         |
| Shelving Unit 1              | Bubble Wrap                      |                             | supplies         |                         |

|                 |                                        |           |                    |                                      |
|-----------------|----------------------------------------|-----------|--------------------|--------------------------------------|
| Shelving Unit 3 | Bud Vases: Cream & White               | 12        | FS equipment       |                                      |
| Cabinet 2       | Business Cards                         |           | supplies           |                                      |
| Cabinet 1       | Cabinet Manuals & Keys                 |           | equipment supplies |                                      |
| Shelving Unit 5 | Café Supplies AC                       |           | AC supplies        |                                      |
| Cabinet 1       | Calculators/Calculator Tapes           | 4         | equipment          |                                      |
| Shelving Unit 7 | Can Openers: 1 electric/1hand          | 2         | equipment-Kitchen  | used for various events              |
| Attic-Unit 9    | Candle Holders                         | 10        | equipment          |                                      |
| Shelving Unit 7 | Carafes                                | 5         | equipment-Kitchen  |                                      |
| Cabinet 2       | Card stock                             |           | supplies           |                                      |
| Cabinet 1       | Cash Boxes                             | 5         | supplies           |                                      |
| Shelving Unit 2 | Cellaphane-Roll of                     | 1         | supplies           |                                      |
| Shelving Unit 7 | Chopper- Mini                          | 1         | equipment-Kitchen  |                                      |
| Cabinet 2       | Clipboards                             | 9         | equipment          |                                      |
| Shelving Unit 7 | Coffee Station on Wheels-Keurig-3 tier | equipment | IN FRONT OF UNIT 7 | IN FRONT OF UNIT 7                   |
| Shelving Unit 1 | Committee Reports                      |           | Archives           |                                      |
| Cabinet 1       | Computer Manuals/Programs              |           | equipment supplies |                                      |
| Shelving Unit 7 | Containers--various empty/extra        | small     | supplies           | 14 1/2 inch height of wooden shelves |
| Cabinet 2       | Copy Paper--assorted colored           |           | supplies           |                                      |
| Shelving Unit 6 | Craft Tools/Items                      |           | AC supplies        |                                      |
| Shelving Unit 7 | Decorations for general meeting        |           | supplies           |                                      |
| Shelving Unit 6 | Decorations--AC                        |           | AC supplies        |                                      |
| Shelving Unit 4 | Dishware--Welcome Tea                  |           | WT equipment       |                                      |
| Cabinet 2       | Dividers for Notebooks                 |           | supplies           |                                      |
| Shelving Unit 3 | Drink dispenser w Stand-Glass          |           | FS equipment       |                                      |
| Shelving Unit 1 | DVD's Reel Time                        | 2         | supplies           | member use--sign out                 |
| Shelving Unit 7 | EAS items                              |           | supplies           |                                      |
| Cabinet 2       | EAS note card envelopes                |           | supplies           |                                      |

|                 |                                 |               |                    |                         |  |
|-----------------|---------------------------------|---------------|--------------------|-------------------------|--|
| Cabinet 2       | EAS note cards                  |               | supplies           |                         |  |
| Attic-Unit 11   | Easels                          | 3             |                    | BEHIND UNIT 11          |  |
| Shelving Unit 3 | Easels & Cork Board             | 3             | Gen. Mtg equipment | BETWEEN UNITS 2 &3      |  |
| Attic-Unit 11   | Eiffel Tower                    |               | supplies           | NEXT TO UNIT 9          |  |
| Cabinet 2       | Empty storage bins-large Costco | 4             | supplies           | ABOVE CABINET 2         |  |
| Cabinet 2       | Envelopes - assorted            |               | supplies           |                         |  |
| Cabinet 2       | Envelopes--Manila               |               | supplies           |                         |  |
| Attic-Unit 9    | Event Décor Misc                |               | supplies           | Misc. event décor       |  |
| Cabinet 1       | Extension Cords                 |               | equipment          |                         |  |
| Attic-Unit 11   | Fabric--bolt                    | green & white |                    | BEHIND UNIT 11          |  |
| Attic-Unit 10   | Fall Decorations                |               | supplies           | NEXT TO UNIT 10         |  |
| Attic-Unit 10   | Fall Decorations--assorted      |               | supplies           | ON TOP OF UNIT 10       |  |
| Attic-Unit 10   | Fashion Show Decorations        |               | FS supplies        | NEXT TO UNIT 9          |  |
| Shelving Unit 3 | Fashion Show Supplies           |               | FS supplies        |                         |  |
| Attic-Unit 9    | Feather Collars                 |               | supplies           |                         |  |
| Shelving Unit 7 | Flag Pole                       | 1             | equipment          | standing NEXT to Unit 7 |  |
| Shelving Unit 7 | Flag Stand                      | 1             | equipment          | used for various events |  |
| Shelving Unit 7 | Flag/Banner--WC                 | 1             | equipment          | standing NEXT to Unit 7 |  |
| Cabinet 1       | Flag--American                  | 1             | supplies           |                         |  |
| Cabinet 1       | Flash Drives & Holders          | 2             | supplies           | 2 holders               |  |
| Shelving Unit 5 | Flowers and Décor for Fall      | 1 bin         | supplies           | used for various events |  |
| Attic-Unit 8    | Flowers--Paper                  |               | supplies           |                         |  |
| Attic-Unit 8    | Flowers--Silk                   |               | supplies           |                         |  |
| Attic-Unit 8    | Flowers--Spring                 |               | supplies           | used for various events |  |
| Shelving Unit 7 | Food Processor                  | 1             | equipment-Kitchen  | used for various events |  |
| Attic-Unit 9    | Gift bags assorted for auction  |               | Auction            |                         |  |
| Attic-Unit 9    | Gift boxes--assorted            |               |                    |                         |  |

|                 |                                     |        |                          |                         |  |
|-----------------|-------------------------------------|--------|--------------------------|-------------------------|--|
| Attic-Unit 10   | Glass bowls & vase                  |        |                          |                         |  |
| Shelving Unit 3 | Glass Jars                          | 19     | FS equipment             |                         |  |
| Shelving Unit 3 | Globes- Hurricane Candle            |        | FS supplies              |                         |  |
| Shelving Unit 1 | Grant Committee Shredding           |        | Disposables              | CRATE ON FLOOR          |  |
| Cabinet 1       | Grant Information/Materials         |        | supplies                 |                         |  |
| Cabinet 2       | Hole Punch                          | 1      | equipment                |                         |  |
| Shelving Unit 6 | Hope ball                           | 1 bin  | HB equipment             |                         |  |
| Shelving Unit 6 | Hope Ball-assorted items            | 1 bin  | HB equipment             |                         |  |
| Shelving Unit 6 | Hope Ball--Table Weights            | 1 bin  | HB equipment             |                         |  |
| Cabinet 2       | Invitations - blank                 |        | supplies                 |                         |  |
| Shelving Unit 6 | Irish Soda Bread supplies           | 2 Bins | supplies                 |                         |  |
| Cabinet 2       | Jaw Clips                           |        | supplies                 |                         |  |
| Cabinet 1       | Key Tags & Lanyards                 |        | supplies                 | see contact list        |  |
| Shelving Unit 6 | Kitchen Supplies--AC                | 3 bins | AC supplies              |                         |  |
| Shelving Unit 7 | Knives: carving/cutlery set/Block   |        | equipment-Kitchen        | used for various events |  |
| Cabinet 1       | Label Maker/Tape/Batteries & Manual | 1      | equipment                | contact CO'S for access |  |
| Cabinet 2       | Labels: address /business cards     |        | supplies                 |                         |  |
| Shelving Unit 3 | Ladder--aluminum 3 step             | 1      | Equipment-various events | BETWEEN UNITS 2 &3      |  |
| Shelving Unit 1 | Lucite Frames-Large                 |        | supplies                 | used for various events |  |
| Shelving Unit 1 | Lucite Frames-Small                 |        | supplies                 | used for various events |  |
| Shelving Unit 1 | Magazine Bins--empties              | 7      | supplies                 |                         |  |
| Attic-Unit 10   | Mannequins                          | 3      | FS equipment             | BEHIND UNIT 8           |  |
| Cabinet 2       | Markers                             |        | supplies                 |                         |  |
| Shelving Unit 7 | Mary's Way of the Cross pamphlets   |        | supplies                 |                         |  |
| Shelving Unit 7 | Measuring Containers-large plas     | 4      | equipment-Kitchen        | used for various events |  |
| Attic-Unit 11   | Mesh - black                        |        |                          |                         |  |
| Attic-Unit 10   | Metal Grids--very heavy             |        | equipment                | BETWEEN UNITS 9 & 10    |  |

|                 |                                        |   |                    |                         |
|-----------------|----------------------------------------|---|--------------------|-------------------------|
| Cabinet 1       | Metal Shelving Manual & Parts          |   | equipment supplies |                         |
| Attic-Unit 9    | Mirror Ornaments                       |   | supplies           |                         |
| Shelving Unit 2 | Mirrors-30 table top                   |   | FS equipment       | check # ?               |
| Cabinet 1       | Money Pouches                          | 4 | supplies           |                         |
| Cabinet 2       | Name Badges/Stickers                   |   | supplies           |                         |
| Cabinet 2       | Name Tags                              |   | supplies           |                         |
| Shelving Unit 1 | Odds & Ends--Mystery???                |   | supplies           | Not sure of purpose     |
| Attic-Unit 11   | Palm Tree - Wrapped                    |   | supplies           | BEHIND UNIT 8           |
| Cabinet 2       | Paper Clips                            |   | supplies           |                         |
| Shelving Unit 2 | Paper rolls                            |   | FS equipment       |                         |
| Cabinet 2       | Paper--assorted copy                   |   | supplies           |                         |
| Cabinet 2       | Pencils & Erasers                      |   | supplies           |                         |
| Cabinet 2       | Pens                                   |   | supplies           |                         |
| Cabinet 1       | Photos-Misc                            |   | Archives           |                         |
| Attic-Unit 9    | Pinwheels                              |   | supplies           |                         |
| Cabinet 2       | Place Cards & Place Card Holders       |   | supplies           |                         |
| Shelving Unit 4 | Plastic forks, spoons, knives, napkins |   | WT supplies        |                         |
| Shelving Unit 7 | Plastic forks, spoons, knives, napkins |   | supplies-Kitchen   | used for various events |
| Cabinet 2       | Pocket folders- in full box            |   | supplies           |                         |
| Cabinet 1       | Poster Board                           |   | supplies           | ABOVE CABINET 1         |
| Attic-Unit 11   | Pot of Gold                            | 1 | equipment          |                         |
| Cabinet 1       | President's Reports                    |   | Archives           |                         |
| Shelving Unit 3 | Prize Patrol--paper work               |   | FS equipment       |                         |
| Shelving Unit 7 | Projector                              |   | equipment          | used for various events |
| Cabinet 2       | Push Pins                              |   | supplies           |                         |
| Shelving Unit 1 | Raffle Tickets                         |   | supplies           |                         |
| Cabinet 2       | Receipt Books                          |   | supplies           |                         |

|                 |                                      |        |                    |                            |  |
|-----------------|--------------------------------------|--------|--------------------|----------------------------|--|
| Shelving Unit 7 | Refreshment Supplies                 |        | supplies-Kitchen   | used for various events    |  |
| Shelving Unit 1 | Ribbon--assorted                     |        | supplies           |                            |  |
| Shelving Unit 2 | Rose Petals                          |        | FS supplies        |                            |  |
| Cabinet 2       | Rubber Bands                         |        | supplies           |                            |  |
| Cabinet 2       | Scissors                             | 4 pair | equipment          |                            |  |
| Shelving Unit 7 | Scissors-part of carving set         | 1      | equipment-Kitchen  | used for various events    |  |
| Cabinet 2       | Scratch Pads/Scrap Paper             |        | supplies           |                            |  |
| Shelving Unit 3 | Sea Shell Deco                       |        | FS equipment       |                            |  |
| Shelving Unit 1 | Serving Pieces--assorted             |        | equipment supplies |                            |  |
| Shelving Unit 7 | Serving Spoons                       | 7      | equipment-Kitchen  | used for various events    |  |
| Cabinet 2       | Sheet Protectors                     |        | supplies           |                            |  |
| Attic-Unit 11   | Shoe - cardboard                     |        | supplies           | BEHIND UNIT 11             |  |
| Shelving Unit 3 | Signs with Grant Recipients          | 2      | equipment          | BETWEEN UNITS 2 &3         |  |
| Attic-Unit 10   | Signs: Arts & Crafts                 |        | AC equipment       | NEXT TO UNIT 10            |  |
| Attic-Unit 9    | Silver Mirror/Stars/Streamers        |        | supplies           |                            |  |
| Shelving Unit 6 | Slicer- Kitchen                      |        |                    |                            |  |
| Shelving Unit 7 | Speaker--general meeting             |        | equipment          | used for various events    |  |
| Cabinet 2       | Stapler and Staples                  | 2      | equipment          | 2 staplers & 1 box staples |  |
| Cabinet 2       | Stationary - Letterhead              |        | supplies           |                            |  |
| Cabinet 2       | Sticky Note Paper                    |        | supplies           |                            |  |
| Shelving Unit 1 | Stool--black top                     | 1      | equipment          |                            |  |
| Shelving Unit 2 | Stools--Wooden                       | 3      | equipment          | ON TOP OF SHELVING         |  |
| Shelving Unit 1 | String/Decorative Elastics/bags/ties |        | supplies           |                            |  |
| Shelving Unit 4 | Sugar Bowls & Creamers               |        | WT equipment       |                            |  |
| Shelving Unit 5 | Supplies - assorted AC               |        | AC supplies        |                            |  |
| Cabinet 2       | Tape--Clear & Other                  |        | supplies           |                            |  |
| Shelving Unit 4 | Tea Cup/Dish Sets                    |        | WT equipment       |                            |  |

|                 |                              |    |                         |                         |
|-----------------|------------------------------|----|-------------------------|-------------------------|
| Shelving Unit 4 | Tea Cups & Saucers           |    | WT equipment            |                         |
| Shelving Unit 2 | Tea Lights, Holders, and Wax |    | FS equipment            |                         |
| Shelving Unit 4 | Tea Pots                     |    | WT equipment            |                         |
| Shelving Unit 4 | Tier Server - 2              |    |                         |                         |
| Attic-Unit 11   | Tins--cookie type            | 2  |                         |                         |
| Shelving Unit 1 | Tissue Paper                 |    | supplies                |                         |
| Attic-Unit 8    | Totem Pole                   |    |                         | BEHIND UNIT 8           |
| Cabinet 1       | Treasurer's Reports          |    | Archives                |                         |
| Attic-Unit 9    | Tree--gold metal             |    | A & C & Auction display | TOP OF UNIT 9           |
| Attic-Unit 10   | Umbrellas--decorative        |    | supplies                | BEHIND UNIT 8           |
| Shelving Unit 3 | Vases - Bud Hurricane        | 10 | FS supplies             |                         |
| Attic-Unit 10   | Vases--Martini               | 30 | equipment               | In 5 bins               |
| Shelving Unit 6 | Vendor Signage               |    | AC supplies             |                         |
| Shelving Unit 7 | Volunteer Lists/Materials    |    | supplies                | used for various events |
| Shelving Unit 7 | Water Pitchers               | 4  | equipment-Kitchen       | used for various events |
| Cabinet 2       | Women's Club Stamp & Ink Pad |    | supplies                |                         |
| Shelving Unit 2 | Xmas Carols                  |    | equipment               |                         |
| Shelving Unit 2 | Xmas Globe Vase Flowers      |    | equipment               |                         |
| Shelving Unit 2 | Xmas Ornaments               |    | equipment               |                         |