



City of Branson

Virtual Supply Cabinet

The Virtual Supply Cabinet is where you will find many general office supplies that other departments had more than they could use. If you see any items on this list that your department could use, please contact the department representative that is listed next to the item.

Name of Item	Size	Color	Quantity	Department Contact	Contact Phone #
Hanging Folders	Legal	Assorted	1 box	Mike Rosmis	417-337-3240
Hanging Folders	Legal	Green	3 boxes	Mike Rosmis	
Expandable Folders	Legal	Reddish Brown	1 box	Mike Rosmis	
Binder Clips	Assorted	Black	1 paper box	Mike Rosmis	
No Bar Computer Paper	14"	White	2 boxes	Mike Rosmis	
Binders	Assorted	Assorted	A lot	Mike and Kim	
Rolodex	n/a	Black	1 ea	Kim Cooper	417-337-8555
File Desk Organizer	Assorted	Assorted	Several	Kim Cooper	
Stackable Paper Trays	Assorted	Assorted	Several	Kim Cooper	
Small Desk	Small	Wooden Colored	1	Matt Gregory	471-337-8557
Electronic Calculator	Texas Instrument Model TI-5630 12-digit Calculator			Stephenie Schultz	417-337-8535
Wall Clock	Octagonal	White w/bugandy frame	1ea	Stephenie Schultz	
Scanner-Canon Solutions	CanoScan LiDE 90 with computer cord		1ea	Stephenie Schultz	
Keyboard drawer	n/a	black w/padded wrist rest	1ea	Stephenie Schultz	
Hanging Folders	Legal	Green	1 box	Chena Simmons	417-337-8532

If your department has items that are usable, but you don't need, those items can be added to the Supply Cabinet. Please contact Kim Cooper in Human Resources for more details.



Contact Information

Kim Cooper--Human Resources 417-337-8555
 Stephenie Schultz-Planning & Development 417-337-8535
 Matt Gregory--Police 417-337-8557



Mike Rosmis--Archives 417-337-3240
 Chena Simmons 417-337-8532