



Salute Burlco Troops

Secretary's Inventory Report

Prepared by Tim Young

April 2, 2011

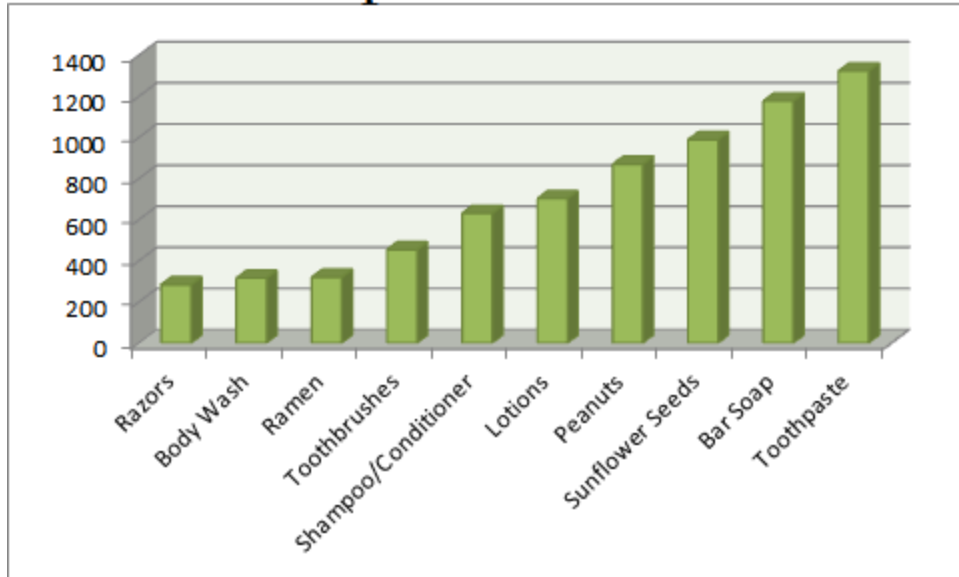
<u>Item</u>	<u>Category</u>	<u>Quantity</u> <u>02/28/2011</u>
Jelly	Food	1
Crayons	Activities	2
Hand Soap	Hygiene	3
Peanut Butter	Food	4
Pencil Sharpeners	Activities	5
Hats	Clothing	7
Q-Tips	Hygiene	10
Envelopes	Supplies	12
Balls	Activities	13
Men's Shaving Cream	Hygiene	13
Sunglasses	Clothing	14
Tea/Coffee	Food	14
Hair/Grooming Products	Hygiene	14
Mirrors	Assorted	15
Tampons/Pads	Hygiene	15
Flyswatters	Assorted	17
Eyedrops	Hygiene	17
Flytraps	Assorted	19
Pretzels/Chips	Food	21
Batteries	Assorted	24
Ladies Shaving Crème	Hygiene	26
Toilet Paper	Hygiene	27
Tissue Boxes	Hygiene	28
Canned Foods	Food	30
Floss	Hygiene	32
Mouthwash	Hygiene	35
Napkins	Hygiene	42
Crosswords/Puzzles	Activities	52
Stationary	Supplies	57
Snacks	Food	65
Popcorn	Food	68
Hand Sanitizers	Hygiene	75
Wet Wipes	Hygiene	77
Chapstick	Hygiene	83
Gift Packs	Assorted	84
Halls	Hygiene	85
Men's Deodorant	Hygiene	87
Women's Deodorants	Hygiene	89
Pens/Pencils	Supplies	104
Sunscreen/Tanning Lotion	Hygiene	109
Powders	Hygiene	124

<u>Item</u>	<u>Category</u>	<u>Quantity</u> <u>02/28/2011</u>
Granola Bars	Food	125
Cards	Activities	129
Razors	Hygiene	285
Body Wash	Hygiene	317
Ramen	Food	321
Toothbrushes	Hygiene	455
Shampoo/Conditioner	Hygiene	632
Lotions	Hygiene	704
Peanuts	Food	871
Sunflower Seeds	Food	990
Bar Soap	Hygiene	1178
Toothpaste	Hygiene	1324

Inventory count was completed February 28th, 2011.

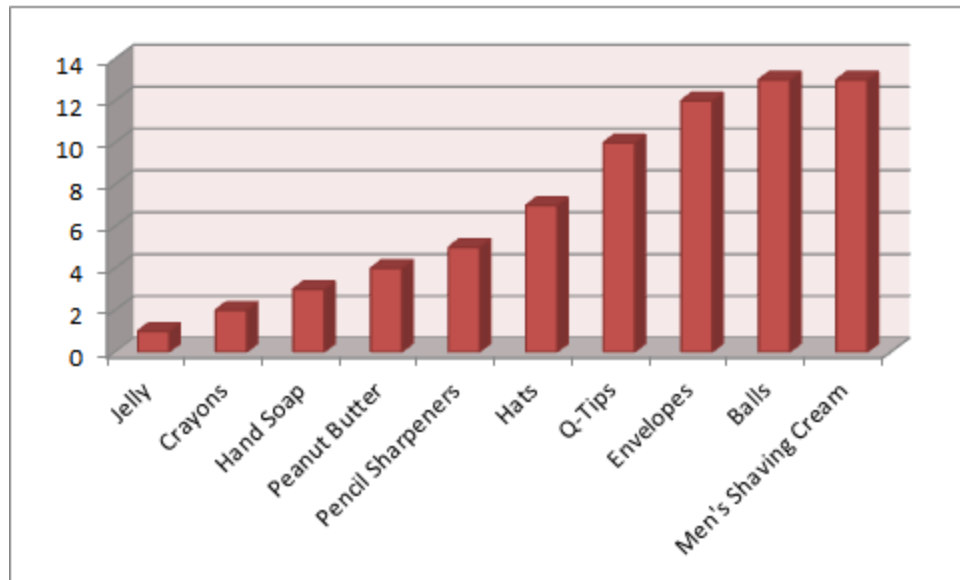
A yearly or half-yearly audit is suggested.

Top 10 Items



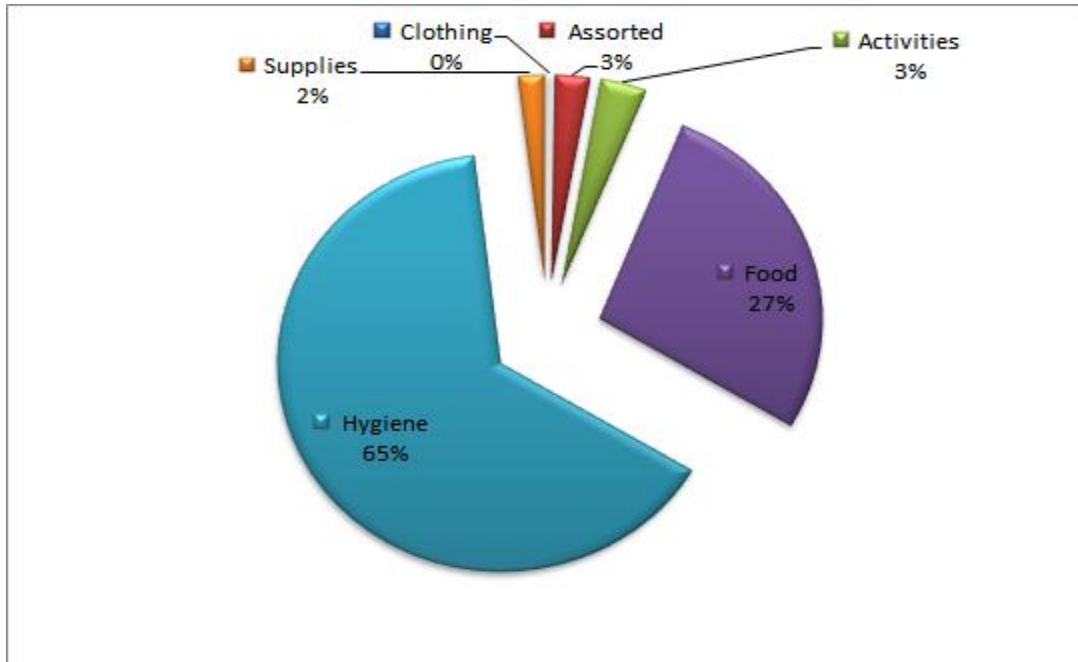
1. Toothpaste: 1,324
2. Bar Soap: 1,178
3. Sunflower Seeds: 990
4. Peanuts: 871
5. Lotions: 704
6. Shampoo/Conditioner: 632
7. Toothbrushes: 455
8. Ramen: 321
9. Body Wash: 317
10. Razors: 285

Bottom 10 Items

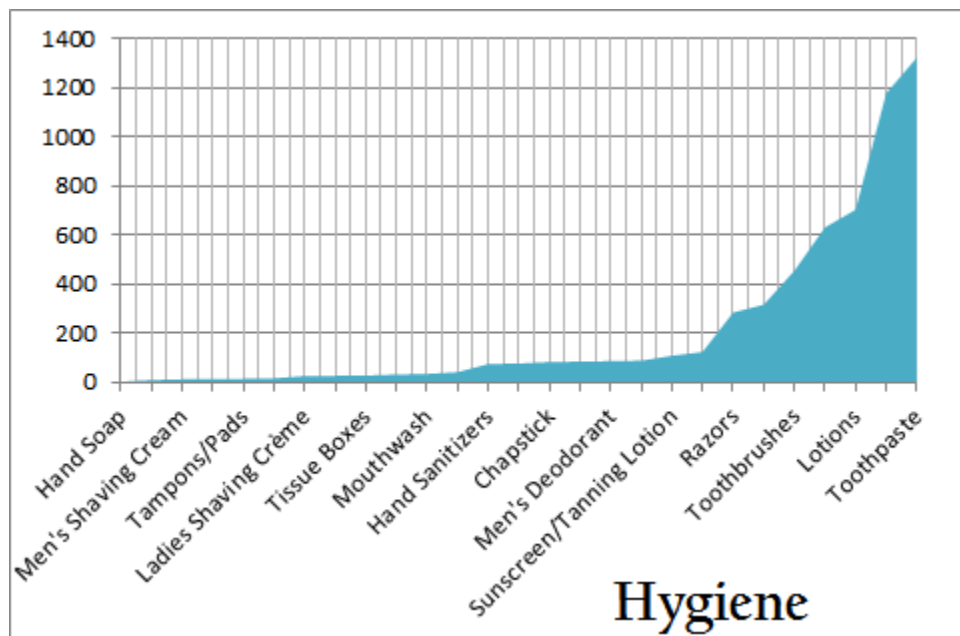


1. Jelly: 1
2. Crayons: 2
3. Hand Soap: 3
4. Peanut Butter: 4
5. Pencil Sharpeners: 5
6. Hats: 7
7. Q-tips: 10
8. Envelopes: 12
9. Balls: 13
10. Men's Shaving Cream: 13

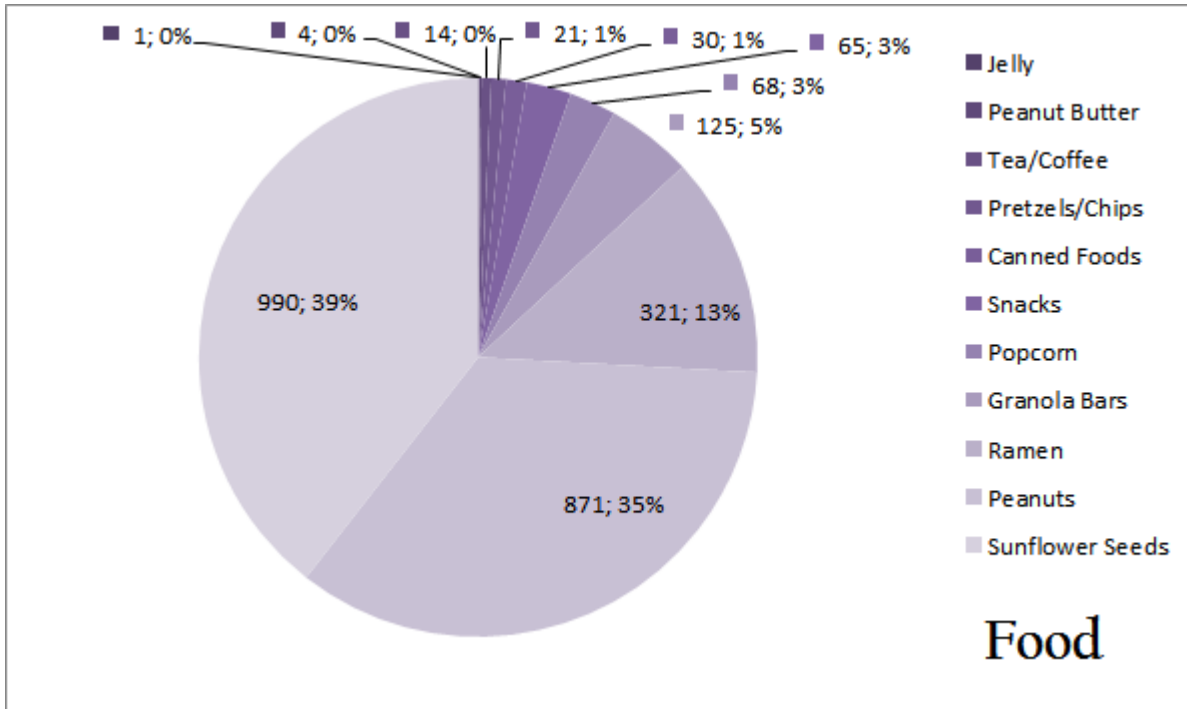
Categories



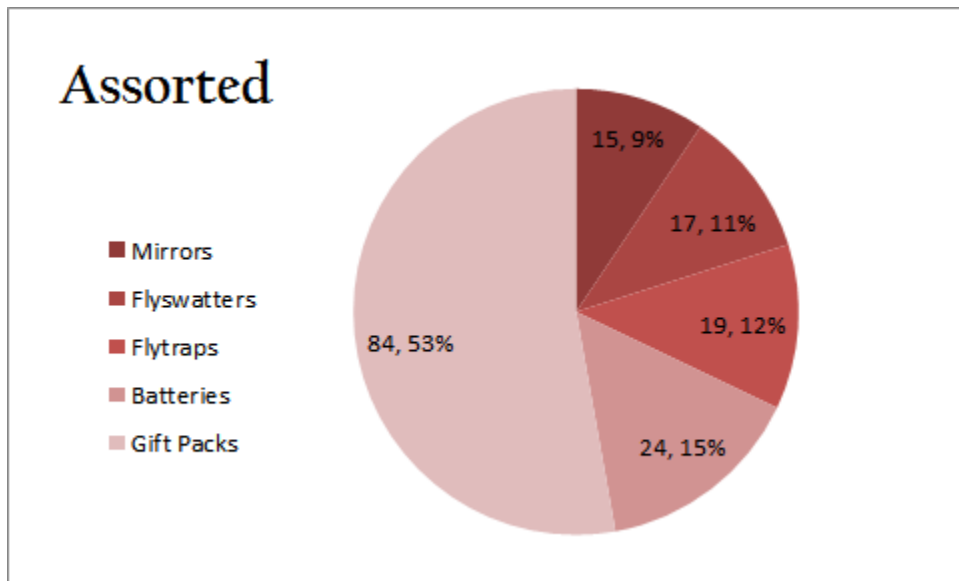
Hygiene makes up the bulk of our inventory. We have an excess of these types of items. Clothing, activity items, and assorted items round out the bottom. These are items we lack in.



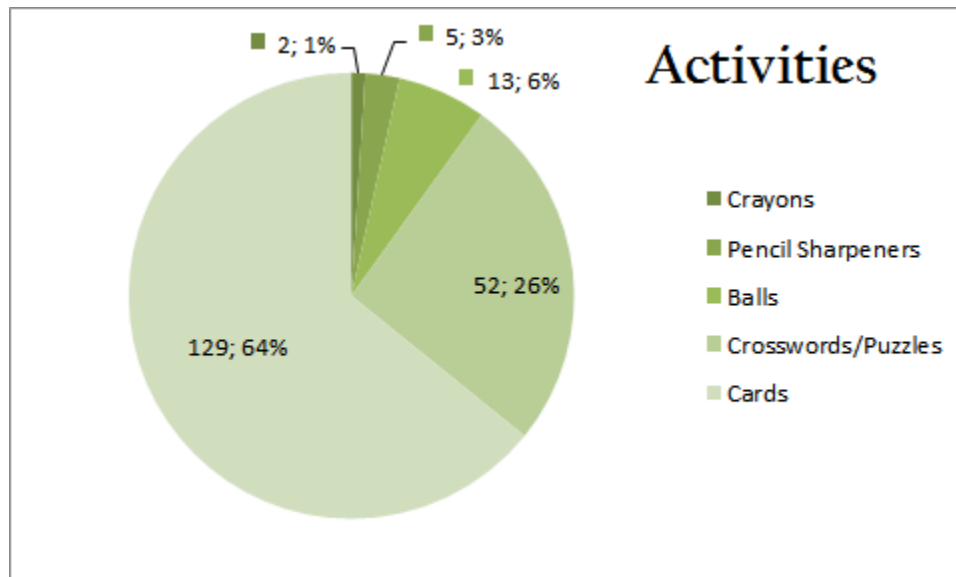
We have excess of razors, toothbrushes, lotions, and toothpaste. We have limited amounts of hand soap, shaving cream, tampons/pads, mouthwash, hand sanitizer, chapstick, and sunscreen.



We have an excess of sunflower seeds, peanuts, and ramen noodles. We are lacking in other items, including snack foods (ie. Jerky, fruit snacks, etc,) pretzels/chips, coffee/tea, and granola bars.



Gift packs make up the bulk of our assorted items. These gift packs are made up of items from other areas, including food and hygiene. Multiple mirrors were found broken during inventory count. It is not suggested we ask for more. Flyswatters, flytraps, and batteries are needed.



*We have an excess of playing cards.
Overall, we are lacking in any items that can be used to fun and entertainment needs.*

In addition: *Clothing represents less than 1% of all inventory. We have only hats and sunglasses. In the past, clothing has been asked for to be shipped to military ground hospitals. We currently have no inventory to represent this need.*

Finally, supplies makes up 2% of all inventory. The items included in this category are pens/pencils, stationary, and envelopes. These items are used by troops to write letters home. At this time, in spite of its limited numbers, supplies does not need to be increased, except for envelopes, which is not in amounts in line with the other items.

Recommendations

There is currently no need for certain hygiene products (toothpaste, toothbrushes, lotions, shampoos.) Limited expansion is needed for the hygiene category. Items needed here include hand soap and hand sanitizers, shaving cream (as they are disproportionate to the amount of razors we have,) tampons/pads, floss and mouthwash, and eye drops.

Food needs at this point should be restricted to canned goods, coffees/teas and snacks, such as jerky and trail mix. We currently are completely out of any jerky or meat snacks.

Under assorted items, there is only a need to expand the flyswatters, flytraps, and batteries inventory. Potentially, if we received a request for these items now, we would blow out of this inventory in one shipment.

We lack in the area of fun and activities for the troops. Our activities supplies are limited to cards, crosswords/puzzles, tennis balls, and crayons. It is suggested we build a wider ranged activities inventory. Items such as toy water guns, pocket sized games, and other items could be beneficial to include in donation requests. Our troops have to be serious 24/7. An escape from reality once in a while can be a well needed break.

As previously stated, we do not have an appropriate inventory of clothing. If the request comes in for these items from one of the Hospitals we routinely send shipments to, we would not be able to support the request.

We should look to expand most in the minority areas: assorted, activities, supplies, and clothing. Together, these categories represent just 8% of all inventories.

End Report.

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