

RECORDS COMMISSION MEETING MINUTES

MEETING DATE: August 19, 2015
MEETING TIME: 6:45 PM
MEETING LOCATION: Fiscal Officer's Office

Present: Fiscal Officer Kristen Robison, Sandra Bee Lynn, Solicitor Spiros Vasilatos, and Mayor Terry Lindeman

Kristen Robison shared the list of documents to be destroyed with the committee. The list was presented on form RC-3 from the Ohio Historical Society. The committee reviewed the list.

Mayor Lindeman made the motion to accept the list as presented, seconded by Sandra Bee Lynn. Roll Call - All Ayes.

The RC-3 form will be emailed to the Ohio Historical Society on August 20, 2015. If the Village receives no response, everything on the list will be ok to be destroyed. Ohio Historical Society must receive this request a minimum of 15 days prior to date of destruction. Records will be destroyed on Saturday, September 26th by SanMandy Enterprises who will have a shredding truck at Village Hall.

Meeting was adjourned at 6:50.

Submitted by Kristen Robison