

Records Commission

November 21

2017

The Geauga County Public Library Board of Trustees met for the Records Commission Meeting on Tuesday, November 21, 2017 at the Middlefield Library.

Call to Order and Roll Call: President Jake Yanchar called the meeting to order at 4:03pm and the roll call was conducted.

Present: Karen Delano, Josh Hutchinson, Paul Newman, Kate Pitrone, Jake Yanchar, Ed Worso –Director, and Lisa Havlin – Fiscal Officer

Also Present: Rachael Hartman, Patrick Jolly, Judy Lasco, Lisa Mertel, Chris Reda, Lori Weber

Excused: Raymond Rundelli, Kris Carroll

Guests: Erwin Leffel, Ann Wishart

Approval of Records Retention schedule:

Exhibit 11/17/RC/A

Paul Newman made a motion, seconded by Kate Pitrone, to approve the records retention schedule changes as presented. The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone, Yanchar

Nays: None

Approval of Disposal of Records:

Exhibit 11/17/RC/B

Paul Newman made a motion, seconded by Jake Yanchar, to approve the disposal of records as presented. The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone, Yanchar

Nays: None

Gordon Burgess joined the meeting at 4:05pm.

Adjourn: Paul Newman made a motion, seconded by Josh Hutchinson, to adjourn. The motion passed and the meeting ended at 4:05pm.

Jake Yanchar, President

Paul A. Newman, Secretary