

Minutes of Records Commission Meeting

November 17, 2020

The Geauga County Public Library Board of Trustees met for the Records Commission Meeting on Tuesday, November 17, 2020. In accordance with the March 13, 2020 opinion from the Ohio Attorney General's Office the meeting was held via teleconference. Public access to the meeting was provided by a public link on the library's website board meeting announcement page.

Call to Order and Roll Call: President Karen Delano called the meeting to order at 4:00 and the roll call was conducted.

Present: Karen Delano, Josh Hutchinson, Paul A. Newman, Kate Pitrone, Raymond Rundelli, Jake Yanchar, Ed Worso – Director, Kris Carroll - Assistant Director and Lisa Havlin – Fiscal Officer

Also Present: Kevin Barton, Eric Coulbourne, Patrick Culliton, Katy Farrell, Rebecca Gierman, Rachael Hartman, Patrick Jolly, Judy Lasco, Marlene Pelyhes, Michael Pope, Christine Reda

Approval of the Records Retention Schedule: Exhibit 11/20/RC/A
Josh Hutchinson made a motion, seconded by Kate Pitrone to approve the changes to the Records Retention Schedule Form RC2 as presented.
The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone, Yanchar
Nays: None

Approval of the Disposal of Records: Exhibit 11/20/RC/B
Paul Newman made a motion, seconded by Kate Pitrone to approve the Disposal of Records form RC3 as presented.
The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone, Yanchar
Nays: None

Adjourn:
Raymond Rundelli made a motion, seconded by Kate Pitrone, to adjourn the meeting. The motion passed and the meeting adjourned at 4:05 P.M.

Karen Delano, President

Raymond Rundelli, Secretary