

CENTERVILLE RECORDS COMMISSION

The Records Commission held its meeting at 10:00 AM on June 29, 1994 in the law library of the Municipal Building.

In attendance were:

John W. Lickert  
Gregory Horn  
Marilyn McLaughlin  
Wm. L. Bettcher  
Mike Haverland

Mr. Horn called the meeting to order at 10:00 AM.

Mr. Bettcher distributed the minutes of the meeting held on March 9, 1994.  
Mr. Lickert made a motion to approve. Mrs. McLaughlin seconded the motion.

Mr. Bettcher distributed a letter from the Ohio Historical Society which gave the Commission approval to destroy the records listed on form RC2 previously submitted.

A discussion followed concerning the moving of the boxes to a location where the contents of the boxes could be reviewed and later listed on form RC3.

Mrs. McLaughlin suggested that form RC3 be completed as soon as possible and mailed to the Historical Society since they have 15 days to review the items listed before the actual destruction can take place.

Mr. Bettcher said he would have the boxes "organized" for destruction and would pass out form RC3 for completion. It was hoped that the actual destruction of these records would take place within 30 - 45 days.

Mrs. McLaughlin made a motion to adjourn.

Mr. Lickert seconded the motion.

Meeting adjourned at 10:20 AM.

  
Approved: Chairman

4-17-96  
Date

UNANIMOUSLY APPROVED  
Records Commission

4/17/96  
Date