

**Records Commission Meeting
Centerville Municipal Building
Law Library
Wednesday, June 11, 2014**

In attendance were Commission members:

Jennifer Wilder
Steven Hinshaw
Ginger Yonak
Debbie James

Scott A. Liberman
Carolyn Meininger
Mark Casey

At 10:30 a.m., Chairperson Wilder called the meeting to order and took roll call. All members were present.

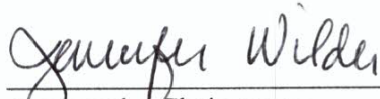
A motion was made by Ms. Meininger to approve the minutes of the December 11, 2013 meeting. Dr. Hinshaw seconded the motion. Motion approved.

Ms. Yonak suggested that the Commission establish and approve an RC-2 for the Mayor's Court that was being adopted by Centerville City Council. Mr. Liberman and Dr. Hinshaw provided an explanation regarding the establishment of a Mayor's Court and recommended that any necessary records retention documents be approved by the Commission at the December meeting.

Mr. Liberman gave a brief update about case law legislation pertaining to public records requests. Dr. Hinshaw reported that the next records disposal event would be scheduled for the January/February 2015 time frame. Ms. Yonak reminded members that the previous disposal event was held in February 2014 and that participating departments provided appropriate documentation of their disposed documents, which are available for review and future updating on the City's common drive.

At 10:45 a.m., a motion was made by Ms. Wilder to adjourn the meeting. Ms. Meininger seconded the motion. Motion approved.

The meeting was adjourned.



Approved - Chairperson

Date