

**Records Commission Meeting
Centerville Municipal Building
Law Library
Wednesday, May 10, 2017**

In attendance were Commission members:

Jonathan Hudson
Scott Liberman
Carolyn Meininger
Jennifer Wilder

Also in attendance was Public Records Custodian Carin Andrews.

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

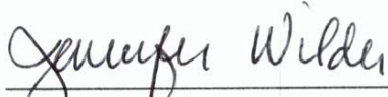
A motion was made by Mr. Liberman to approve the minutes of November 9, 2016 meeting. Mrs. Meininger seconded the motion. Motion approved.

In light of a recent public records request, personnel files and RC-2's were reviewed with a discussion regarding what constitutes a record in the personnel files.

RC-2s will be distributed to all department heads for review with the goal of having all changes returned to the Chairperson Mrs. Wilder by sometime in May 2017. These changes and revisions will be discussed at the November meeting.

At 11:23 a.m., a motion was made by Mr. Liberman to adjourn the meeting. Mr. Hudson seconded the motion. Motion approved.

The meeting was adjourned.



Approved - Chairperson

Date