

Records Commission
Minutes of June 4, 2019

The meeting was called to order at 5:04 p.m. by Mark McDonough.

Members present: Jordan Daugherty, Mark McDonough, Fred Ortner and Kevin Heban. Others present: Jill Gundy

Motion by Mark McDonough, seconded by Kevin Heban to approve the minutes of the June 5, 2018 meeting as presented. Motion was carried by a voice vote.

Motion by Jordan Daugherty, seconded by Kevin Heban to appoint Mark McDonough as Chairperson of the Records Commission. Motion was carried by a voice vote.

The Commission reviewed the items on the retention list.

Motion by Jordan Daugherty, seconded by Kevin Heban to approve the retention list. Motion was carried by a voice vote.

Mark McDonough asked for any other business.

Commission decided that the next scheduled Records Commission meeting would be June 2, 2019 at 6:00 p.m.

Motion by Fred Ortner, seconded by Jordan Daugherty to adjourn the meeting. Motion carried and the meeting adjourned at 5:08 p.m.

Respectfully submitted,

Jill Gundy
Account Clerk