



## **AGENDA**

**RECORDS COMMISSION  
10/1/2024  
11 a.m.  
Engineering Conference Room**

**Records Commission Members:**

- Mayor
- Law Director
- Finance Director
- Resident Cheryl Lister

**CALL TO ORDER**

**INTRODUCTION OF JULIE DE LIMA, RECORDS CLERK**

**APPROVAL OF MINUTES**

- February 28, 2024

**NEW BUSINESS**

- Communications & Technology Department Retention Schedule (RC-2)
- Avon Lake Regional Water, Communications & Technology Department, Human Resources Department, and Police Department Disposal (RC-1 and RC-3) Requests

**ADJOURNMENT**