

# RECORD OF PROCEEDINGS

*Minutes of Records Commission*

*Held January 30, 2023*

The Records Commission of the Lawrence County Educational Service Center was held Monday, January 30, 2023 at 1:45 p.m. at the Board Office of the Lawrence County Educational Service Center.

President ProTem, Phil Carpenter, called the Records Commission Meeting to order at 1:45 P.M. with the following members present:

Phil Carpenter, Present  
Jeff Saunders, Present  
Robin Waller, Present

Motion made by Mr. Carpenter and seconded by Mr. Saunders to approve the agenda as presented.

Roll Call: Phil Carpenter, yea  
Jeff Saunders, yea  
Robin Waller, yea

Motion made by Mr. Saunders and seconded by Mr. Carpenter to approve the Minutes of the Records Commission Meeting on January 22, 2022.

Roll Call: Phil Carpenter, yea  
Jeff Saunders, yea  
Robin Waller, yea

Motion made by Mr. Carpenter and seconded by Ms. Waller to approve the Retention Schedule that was approved by the Ohio Historical and Auditor of State as presented.

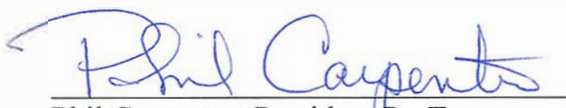
Roll Call: Phil Carpenter, yea  
Jeff Saunders, yea  
Robin Waller, yea

Motion made by Mr. Carpenter and seconded by Ms. Waller to approve the destruction of records per the Record Retention Policy (see attached list).

Roll Call: Phil Carpenter, yea  
Jeff Saunders, yea  
Robin Waller, yea

Motion made by Mr. Carpenter and seconded by Mr. Saunders to adjourn at 1:49 P.M.

Roll Call: Phil Carpenter, yea  
Jeff Saunders, yea  
Robin Waller, yea

  
Phil Carpenter, President ProTem

  
Robin Waller, Treasurer