

RECORD OF PROCEEDINGS

Minutes of Records Commission

Held January 29, 2024

The Records Commission of the Lawrence County Educational Service Center was held Monday, January 29, 2024 at 12:45 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 12:50 P.M. with the following members present:

Phil Carpenter, Present
Eric Floyd, Present
Robin Malone, Present

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

Roll Call: Phil Carpenter, yea
Eric Floyd, yea
Robin Malone, yea

Motion made by Mr. Floyd and seconded by Mr. Carpenter to approve the Minutes of the Records Commission Meeting on January 30, 2023.

Roll Call: Phil Carpenter, yea
Eric Floyd, yea
Robin Malone, yea

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


Roll Call: Phil Carpenter, yea
Eric Floyd, yea
Robin Malone, yea

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


Roll Call: Phil Carpenter, yea
Eric Floyd, yea
Robin Malone, yea

Motion made by Mr. Carpenter and seconded by Mr. Floyd to adjourn at 12:53 P.M.

Roll Call: Phil Carpenter, yea
Eric Floyd, yea
Robin Malone, yea



Phil Carpenter, President ProTem



Robin Malone, Treasurer