

## RECORDS COMMISSION MEETING MINUTES

MEETING DATE: August 20, 2019  
MEETING TIME: 6:30 PM  
MEETING LOCATION: Fiscal Officer's Office

Present: Fiscal Officer Kristen Robison, JoAnn Porr, Solicitor Spiros Vasilatos, and Mayor Terry Lindeman

A list of records to be destroyed from the Clerk's office and Water & Sewer office were reviewed. All items on the list are approved by the State without further form submittal. JoAnn Porr made a motion to accept the destruction lists submitted, seconded by Spiros Vasilatos. All Ayes.

Our list of approved records will be destroyed on Saturday, October 5th by San Mandy Enterprises who will have a shredding truck at Village Hall.

Mayor Lindeman made a motion to notify PPF regarding space needed for additional storage of old records. We are looking at securing/caging in a space that would be locked in the basement of the GDCC for old payroll records. Second was made by JoAnn Porr. All Ayes.

Meeting was adjourned at 6:40 pm.

Submitted by Kristen Robison