

RECORD OF PROCEEDINGS

Bellbrook Records Commission

June 21, 2022

CALL THE MEETING ORDER:

Mayor Schweller called the meeting of the Bellbrook Records Commission to order at 3:00pm

ROLL CALL:

PRESENT:

Mayor Schweller

Mr. McHugh

Mr. Schommer

ALSO PRESENT:

APPROVAL OF MINUTES:

None

OLD BUSINESS:

None

NEW BUSINESS:

Appointment of Commission Member.

Mr. Schommer noted there was only one interested applicant; however, Council was not comfortable making the appointment due to concerns of records access.

Mr. Schommer stated the Charter allows the appointment of the citizen by the chief executive and recommends that to be a way forward to fill the compliment of members per the Charter.

RC2 and RC3 Discussion.

Mr. Schommer noted staff and departments are reviewing the existing schedules and making recommendations for any additions or deletions. In addition, records under the current schedules are being retrieved for destruction. Any recommended changes will be brought to the next meeting for adoption.

OPEN DISCUSSION:

Mr. Schommer noted the commission will meet at least every six months in order to maintain the review of records schedules.

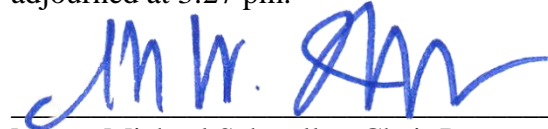
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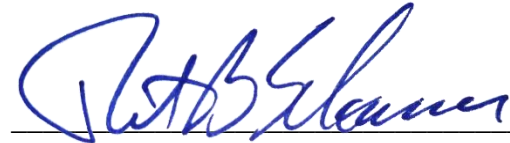
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ADJOURNMENT:

With no further business coming before the Commission, Mayor Schweller declared the meeting adjourned at 3:27 pm.

A handwritten signature in blue ink, appearing to read "M. W. Schweller", written over a horizontal line.

Mayor Michael Schweller, Chair Person

A handwritten signature in blue ink, appearing to read "Rob Schommer", written over a horizontal line.

Rob Schommer, Clerk of Council