

# RECORD OF PROCEEDINGS

## *Minutes of Records Commission*

*Held January 24, 2020*

The Records Commission of the Lawrence County Educational Service Center was held Friday, January 24, 2020 at 2:00 p.m. at the Board Office of the Lawrence County Educational Service Center.

President ProTem, Jeff Floyd, called the Records Commission Meeting to order at 2:00 P.M. with the following members present:

Jeff Floyd, Present  
Jeff Saunders, Present  
Brenda Hill, Present

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

Roll Call: Jeff Floyd, yea  
Jeff Saunders, yea  
Brenda Hill, yea

Motion made by Mr. Floyd and seconded by Mr. Saunders to approve the Minutes of the Records Commission Meeting on January 29, 2019.

Roll Call: Jeff Floyd, yea  
Jeff Saunders, yea  
Brenda Hill, yea

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

Roll Call: Jeff Floyd, yea  
Jeff Saunders, yea  
Brenda Hill, yea

Motion made by Mr. Saunders and seconded by Mr. Floyd to adjourn at 2:09 P.M.

Roll Call: Jeff Floyd, yea  
Jeff Saunders, yea  
Brenda Hill, yea

  
Jeff Floyd, President ProTem

  
Treasurer