



CITY OF DUBLIN RECORDS COMMISSION MEETING MINUTES

Date of Meeting: January 21, 2021

Present: Lisa Schoning, Director of Court Services; Stephen Smith, Assistant Law Director; Kathy Eberhart, Resident Representative, Jerry O'Brien, Chief Accountant

Absent:

Date of Next Meeting: June 24, 2021 at 9 a.m. Place to be determined dependent on the State's emergency declaration due to Covid-19.

Roll Call

Ms. Schoning called the meeting to order at 9:01 a.m. Due to the Covid-19 pandemic and the State's emergency declaration, the meeting is being conducted via an online platform and live-streamed at the City's website and via the City's YouTube. This is allowed due to the Legislature's approval of temporary changes to the Ohio Open Meetings Law.

Approval of Meeting Minutes from February 6, 2020

Mr. O'Brien motioned to approve the minutes from the last meeting. Ms. Schoning seconded the motion. Motion carried.

Approval of Meeting Minutes from July 23, 2020

Mr. Smith motioned to approve the minutes from the last meeting. Ms. Schoning seconded the motion. Motion carried.

Approval of Items to be Destroyed

Mr. Smith asked if the items on the list meet the retention schedule requirements. Ms. Schoning confirmed they did and are currently in the basement waiting to be destroyed.

Mr. Smith motioned for "Approval of Items to be Destroyed". Mr. Schoning seconded the motion. Motion carried.

Roundtable

Ms. Schoning stated she would like to get the meetings on a June/December time schedule. The next commission meeting date is Thursday, June 24, 2021 at 9 a.m. The place will be determined by rules set forth regarding the pandemic.

Adjourn

Ms. Schoning motioned to adjourn the meeting. Mr. Smith seconded the motion. Motion carried. Meeting adjourned at 9:06 a.m.

Sharon Hague
Recording Secretary