

Minutes
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES
Record Commission Special Meeting
Monday, April 6, 2015

Meeting called to order: 11:04a.m.

Members Present: Trustee Bryon Macron, Fiscal Officer Shirley Bailey, Martha Evans, Secretary Kim Buell.

11:04 a.m. - Mr. Macron called to order the Special meeting of the Records Commission

Ms. Bailey stated she has submitted to the Ohio Historical Society and to the State Auditor, a list of items for disposal. There are several old documents dated from 1978 through 2010. Please see the listing of documents attached to the meeting minutes. Some of the documents slated to be destroyed include: agendas, bank deposits slips, audio recordings, etc. Mr. Macron stated all items meet the criteria for destruction by the Records Retention approved by the Ohio Historical Society and the State Auditor on December 23, 2014. The documents will be destroyed by a professional shredding company once final approval is received from the Board of Trustees. A joint meeting between zoning and the trustees is scheduled for Tuesday, April 7, 2015.

Mr. Macron informed Ms. Buell to schedule the shredding within the next three weeks. This would be in addition to the shredding that will take place on May 2, 2015 during the township clean-up day.

Mr. Macron thanked Ms. Evans for all her hard work sorting through the documents.

Mr. Macron moved to adjourn, seconded by Ms. Bailey.

Meeting adjourned at 11:12 a.m.

Approved: _____

Lynda Bowers, Trustee

Bryon Macron, Trustee

Michael Costello, Trustee

Shirley Bailey, Fiscal Officer