THE DELAWARE COUNTY DISTRICT LIBRARY BOARD OF TRUSTEES RECORDS COMMISSION MET AT THE DELAWARE LIBRARY ON FEBRUARY 15, 2022 AT 5:00 P.M. PRESENT WERE BOARD MEMBERS ALLEN, BAKER, MCCOY, skinner; and QUAINE. MR NEEDHAM, DIRECTOR; MS COX, FISCAL OfFICER; AND MEMBERS OF THE PUBLIC

**MOTION MOVED SECONDED AND CARRIED – SKINNER/BAKER**

TO APPROVE THE RECORDS RETENTION SCHEDULE

**MOTION MOVED SECONDED AND CARRIED – SkiNNER/BAKER**

TO AUTHORIZE THE FISCAL OFFICER TO DISPOSE OF RECORDS FOLLOWING THE RETENTION SCHEDULE ONCE THE SCHEDULE HAS BEEN APPROVED BY THE OHIO HISTORY CONNECTION AND THE AUDITOR OF STATE

**MOTION MOVED SECONDED AND CARRIED – ALLEN/skinner**

 TO ADJOURN AT 5:04 P.M.

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 PRESIDENT, HOLLY QUAINE SECRETARY, CONNIE SKINNER