



Oberlin City Records Commission Meeting

August 6, 2010

10:00 a.m. – Conference Room 1

85 South Main Street Oberlin, Ohio 44074

AGENDA

1. **Call Meeting To Order:**
2. **Roll Call** _____

3. **Approval of Minutes** – October 29, 2009
4. **Old Business**
5. **New Business**
 - A. Review and Discuss the Approval of a Certificate of Records Disposal for the City Clerk's office.
 - B. Review and Discuss the Approval of a Certificate of Records Disposal for the City Council/ City Clerk's Office.
 - C. Review and Discuss the Approval of a Certificate of Records Disposal for the General Administrative Records/ City Clerk's Office.
 - D. Review and Discuss the Approval of a Certificate of Records Disposal for the Oberlin City Boards and Commissions.
 - E. Review and Discuss the Approval of a Certificate of Records Disposal for the Finance Department.
 - F. Review and Discuss the Approval of a Certificate of Records Disposal for the Law Directors Office.
 - G. Review and Discuss the Approval of a Certificate of Records Disposal for the Human Resource office.

H. Hear and Discuss the Approval of A Request for A RC – 1 One Time Disposal of Records.

6. **Other Business**

7. **Adjournment**

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