

Lyndhurst, Ohio
January 31, 2017

The Records Commission of Lyndhurst met on Tuesday, January 31, 2017 at 9:00 a.m., in Mayor Patrick Ward's Conference room of the Lyndhurst Municipal Center, 5301 Mayfield Road.

Present: Mayor Patrick Ward, Chief Executive;
Mary Kovalchik, Chief Fiscal Officer;
Melissa DiGeronimo, Acting Secretary
Clarice White, Citizen
Sheila Manfredi
Angela Ricci
Tony Fioritto

Absent: Paul Murphy, Director of Law
Melissa Franco
Dave Strasshofer
Dave Young
Melissa Weldon
Kim Foran

It was moved by Ms. DiGeronimo, seconded by Mayor Ward, that the reading of the minutes of the Records Commission held Wednesday December 28, 2016, copies of which were e-mailed to all members, be dispensed with and said minutes stand approved as circulated.

The question was put to a voice vote and passed unanimously

Open Issues: Discussed citywide record destruction RC-3, to be set for December 2017.

New Business: Purging Backup records

MAYOR/CHIEF EXECUTIVES REPORT – Mayor Ward had no report.

RECORDS COMMISSION – Commission had no report

APPOINTED SECRETARY – Acting Secretary DiGeronimo had no report. She stated the Committee would meet Tuesday November 21 at 9:00 A.M. to discuss the 2017 annual citywide destruction of each Departmental RC-3.

DEPARTMENTAL DESIGNEES – Designees had no report.

It was moved by Mrs. DiGeronimo, seconded by Mayor Ward, that the meeting be adjourned.

The question was put to a voice vote and passed unanimously.

Meeting adjourned at 9:15 A.M.

Approved: November 21, 2017

Attest: _____
Acting Secretary

Mayor, Chief Executive