

Lyndhurst, Ohio
November 21st, 2017

The Records Commission of Lyndhurst met on Tuesday, November, 21, 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;
Kelly Miller, Acting Secretary;
Paul Murphy, Director of Law;
Tony Fioritto, Director of Service
Melissa DiGeronimo, Finance Designee;
Dave Strasshofer, Police Department Designee;
Melissa Weldon, Community Center Designee;
Kim Foran, Police Department Designee.

Absent: Clarice White, Citizen and Mayors Office Designee;
Sheila Manfredi, Building Department Designee;
Melissa Franco, Service Department Designee;
Dave Young, Fire Department Designee.

It was moved by Mrs. DiGeronimo, seconded by Mayor Ward, that the reading of the minutes of the Records Commission held Tuesday January 31, 2017, 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 20, 2017.

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

RECORDS COMMISSION – Commission had no report.

APPOINTED SECRETARY – Acting Secretary DiGeronimo had no report; however, she announced Kelly Miller will be taking over as the secretary. Mrs. DiGeronimo and Mrs. Miller will be working together to ensure a smooth transition.

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 9:05 A.M.

Approved: March 21, 2018

Attest: _____
Acting Secretary

Mayor, Chief Executive