



A G E N D A

RECORDS

COMMISSION:

To meet on **Wednesday, September 16, 2020 at 9:30 a.m.** via the Zoom meeting application, Mayor Patrick A. Ward presiding.

Members:

Mayor Patrick A. Ward, Chief Executive;
Mary Kovalchik, Chief Fiscal Officer;
John Luskin, Director of Law;
Clarice White, citizen & Mayor's Office Designee.

Others:

Ray Schmidlin, Assistant Director of Law;
Kelly Miller, Acting Secretary & Council Designee;
Melissa DiGeronimo, Finance Designee;
Melissa Franco, Service Department Designee;
Sheila Manfredi, Building Department Designee;
Melissa Weldon, Community Center Designee;
Jeff Traci, Police Department Designee;
Ryan Procop, Fire Department Designee.

Minutes:

Approve minutes of the March 11, 2020 meeting.

Committee Reports:

[MAYOR/CHIEF EXECUTIVES REPORT](#)

[RECORDS COMMISSION](#)

[DEPARTMENTAL DESIGNEEES](#)

Discuss the 2020 Records Retention Schedule.

Public Records Request Tracking Form.

*Due to the Stay Safe Ohio guidelines, the conference room will be closed to the public. Our Members will be participating remotely via Zoom. Any public comment relative to the items contained in this notice will be received by the Secretary via email to millerk@lyndhurst-oh.com or phone call to 440-449-3747 prior to 9:00 a.m., on Wednesday, September 16, 2020.