



Three Rivers Local School District
Board of Education
401 N. Miami Avenue Cleves, OH 45002

Records Retention Meeting Minutes
Tuesday, June 9, 2020
5:45 p.m.
District Office

The Records Retention Committee met for the annual meeting at the Three Rivers Educational Campus, Cleves, OH 45002.

The meeting was called to order by the Chairperson at 5:45 p.m.

Roll Call: Present Two. Mr. Jim Murphy, Mrs. Alice Gundler

Commission Chairperson - Mr. Murphy

- A. Review approved RC-2 Records Retention Schedule for retention and disposal of records as outlined. RC-2 was approved by the Ohio Historical Society in February 2015.

Discussion – Alice and Gail are meeting on Friday, June 12, 2020. Information and list sent by Gail in June for a July shred date. District list of disposed items will be filed electronically for future reference.

Adjournment

It was moved by Mr. Murphy seconded by Ms. Gundler for the Committee to adjourn.

Roll Call: Ayes, Two. Mr. Jim Murphy, Mrs. Alice Gundler.
 Nays, None.

Time Out: 5:52 p.m.

Board of Education President

Treasurer