

ISLAND CREEK TOWNSHIP

RECORDS COMMISSION MEETING

JANUARY 10, 2023

The Board of Trustees of Island Creek Township met in Special Session to review the Records Commission procedure.

The Records Commission consists of the Chairman of the Board and the Fiscal Officer.

The Records Retention schedule was updated in November 2022 and accepted and signed by the Ohio History Connection and the Auditor of State.

A one-time disposal of obsolete records was also sent in November of 2022, and also approved by the Ohio History Connection and the State of Ohio.

The Fiscal Officer will call another Records Commission meeting in June or July for updates.

There being no further business regarding records, Bub moved to adjourn, Brian second. All in favor.