

Draft

HUNTINGTON TOWNSHIP RECORDS COMMISSION
45955 STATE ROUTE 162 WELLINGTON OHIO 44090

Minutes of March 18, 2019

The Huntington Township Records Commission met March 18, 2019 at 7:00 PM. In attendance was Trustee Chairman Lamb, Trustee Rollin, Trustee Holmes and Fiscal Officer Lanning.

Motion by Holmes with a second by Lamb to approve the minutes of March 18, 2013 as written. Roll call: 3 yeas.

The attached RC-3 was discussed and recommended for disposal. Lanning stated a revised RC-2 is drafted to update the records retention schedule.

Motion by Lamb with a second by Rollin to adjourn. All favorable, meeting adjourned at 7:05 PM.

Signed Chairman

Attest, Fiscal Officer