

## **MEETING OF GLENDALE RECORDS RETENTION REVIEW BOARD**

**Tuesday, 12 January 2021**

**2:00 p.m. via Zoom Meeting**

In attendance: Mayor Don Lofty, Treasurer Mike Beaugrand, Clerk Becky Terrell, Administrative Assistant David Lumsden, new member, Joe Dubinski and resident, Kevin Parrish.

**Call to Order:** At 2:00 p.m. Mayor Lofty called the meeting to order.

**Appointment of New Board Member** Mayor Lofty stated that Mr. Jack Murray moved resulting in a Board opening representing the Glendale Public. Mayor Lofty then introduced Mr. Joe Dubinski as the newly appointed Board Member representing the Glendale Public.

### **Public Comment**

Members of the Public were in attendance including: Mr. Kevin Parris, Ms. Cindy Taylor and Mr. Denny Dellinger.

- Mr. Kevin Parrish, resident Washington Ave, discussed a records request regarding water/sewer work conducted on Cole Avenue in December 2017 stating that the documents provided by the Village were inadequate and did not cover sub-contractors. Administrative Assistant Lumsden stated that Mr. Parrish's records requests had been fulfilled.

**Discussion:** It was discussed that a meeting will be held mid-year to further review any records retention topics including any records disposal requests.

**Next meeting date:** Administrative Assistant Lumsden said he would look for a future meeting date driven by need and to support a first half/back half of year meeting schedule.

**Adjournment:** At 2:13 p.m. Treasurer Beaugrand motioned to adjourn and Mr. Dubinski seconded the motion. The motion passed unanimously via voice vote.

Assisted by Rebecca Terrell, Village Clerk