

**MINUTES OF THE RECORDS COMMISSION MEETING
SHEFFIELD LAKE, OHIO
August 13, 2024**

This meeting of the Records Commission was held Tuesday, August 15, 2024.
Mayor Radeff called the meeting to order at 6:50 pm.

*******ROLL CALL OF MEMBERS*******

Present: Mayor Radeff, Law Director Graves, Finance Director Fallis, Council President Rosso.
Excused: None.
Attending: Council Clerk Randolph.

Approval of Minutes: February 13, 2024. *Motion by Rosso/Second by Graves to approve the minutes. ROLL CALL: Radeff, Graves, Fallis, Rosso.

Correspondence: None.

New Business: *Motion by Graves/Second by Rosso that the records commission authorize the disposal of any records maintained by the City of Sheffield Lake that have reached their retention limit as set forth in the City of Sheffield Lake approved RC2. ROLL CALL: Radeff, Graves, Fallis, Rosso. Yeas All.

Old Business: None.

MEETING ADJOURNED: With no further business before this board, *Motion by Graves/Second by Rosso to adjourn at 6:53 PM. Yeas All.

CLERK OF COMMITTEE AFFIRMATION: This Meeting Of The City Committee Of The City of Sheffield Lake, Ohio Was Held and Conducted Under All Rules and Regulations Governing The Sunshine Laws Of The State Of Ohio As They May Apply. All meetings are recorded and available in council's office.

CLERK OF COUNCIL

Brandy Randolph

I, Brandy Randolph, duly appointed Clerk of the Records Commission of Sheffield Lake DO HEREBY CERTIFY that this is a true and exact copy of the Minutes of the Records Commission meeting of August 13, 2024.

CHAIRPERSON

Rocky Radeff

PRESIDENT OF COUNCIL

Rick Rosso