

**OBERLIN PUBLIC LIBRARY RECORDS COMMISSION**

**May 11, 2023**

President Meredith Gadsby called to order the Oberlin Public Library Records Commission meeting at 5:00 p.m. Roll call: Phyllis Yarber Hogan, Melissa Stalnaker, Meredith Gadsby, Bethany Baker, and Kristin Cioffi were present. Lili Sandler, Marcia Peterson, and Megan Newson were absent. Also present were David Fausnaugh, Director and members of the public.

Cioffi presented a list of financial records to be disposed of in accordance with the current records retention schedule and an addition to the current Records Retention Schedule (RC-2) to be submitted to the State Archives. Baker moved, seconded by Stalnaker, to accept Resolution # RC-23-5-1, authorizing the Fiscal Officer to dispose of the presented financial records on July 15, 2023 in accordance with the current records retention schedule. Roll call vote: Hogan, Stalnaker, Gadsby, Baker, Cioffi, ALL AYES.

MOTION PASSED

Stalnaker moved, seconded by Hogan, to accept Resolution # RC-23-5-2, to approve the addition to the current Records Retention Schedule (RC-2) (copy attached) and to forward on to the proper authorities. Roll call vote: Hogan, Stalnaker, Gadsby, Baker, Cioffi, ALL AYES.

MOTION PASSED

Baker moved, seconded by Stalnaker, to adjourn. Roll call vote: Hogan, Stalnaker, Gadsby, Baker, Cioffi, ALL AYES.

The meeting adjourned at 5:05 p.m.

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President

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Attest