

## **Records Commission Meeting – April 17, 2024**

The Union County Records Commission meeting was held on April 17, 2024, in the Commissioners' Hearing Room. The meeting was called to order by Commissioner Dave Lawrence. In attendance on behalf of the Records Commission were Karen Riffle, Recorder; Andrea Weaver, Auditor; and Stephen Badenhop, Records Commission Secretary and Records Center Manager & Archivist.

The meeting was called to order at 11:35am by Chairperson Dave Lawrence. Karen Riffle moved that the previous minutes from the October 25, 2023, meeting be approved. Andrea Weaver seconded, and the motion carried.

Stephen Badenhop informed the Records Commission that there were no applications for the One-Time Disposal of Obsolete Records (RC-1), or Record Retention Schedules (RC-2) submitted to the Records Commission for review and approval.

There being no other discussion Dave Lawrence moved to adjourn. Andrea Weaver seconded, and the motion carried.

Stephen W. Badenhop

Records Commission Secretary