

AGENDA
BUTLER COUNTY RECORDS COMMISSION MEETING

Government Services Center
315 High Street, 6th Floor
Hamilton, OH

May 27, 2008 @ 10:30 a.m.

- I. Call to Order**
- II. Approval of March 26, 2008 Meeting Minutes**
- III. Action Items**
 - A. Schedule of Retention & Disposition (RC-2) from Butler County Area Courts – *revision adding a schedule number*
 - B. Schedule of Retention & Disposition (RC-2) from Butler County Records Center – *misc. revisions*
 - C. Schedule of Retention & Disposition (RC-2) from Butler County Job & Family Services – *new*
 - D. Application for One-Time Disposal of Obsolete Records (RC-1) from Butler County Treasurer
- IV. Correspondence**
 - A. Certificates of Disposal (RC-3) from Butler Department of Environmental Services – submitted to OHS 4/21/08 and 5/14/08
 - B. Certificate of Disposal (RC-3) from Twelfth District Court of Appeals- submitted to OHS 4/15/08
 - C. Certificates of Disposal (RC-3) from Butler County Child Support Enforcement Agency – submitted to OHS 4/30/08 and 5/14/08
 - D. Certificates of Disposal (RC-3) from Butler County Treasurer – submitted to OHS 5/26/08
- V. Other**
- VI. Adjournment**

