

BRECKSVILLE PUBLIC RECORDS COMMISSION

AGENDA

Wednesday, November 18, 2020 – 2:30 P.M.

RALPH W. BIGGS COUNCIL CHAMBERS

1. Approval of Meeting Minutes - August 21, 2018
2. Revisions to the Brecksville Records Retention Schedule (highlighted in yellow)
 - Fina-036 & Fina-039: Combine records, remove Fina-036
 - Fina-053: Modify retention period
 - Fina-079: New Record
 - Fina-080: New Record
 - Fina-081: New Record
 - Fina-082: New Record
 - Fina-083: New Record
 - Fina-084: New Record
 - Fina-085: New Record
3. Other matters deemed appropriate

cc: City Council
Department Head
Retention Officers

