



**Three Rivers Local School District**  
**Board of Education**  
401 N. Miami Avenue      Cleves, OH 45002

**AGENDA**  
**Records Retention Meeting**  
**Tuesday, May 14, 2019**  
**5:45 p.m.**  
**Elementary Cafetorium**

The Records Retention Committee met for the annual meeting at the Three Rivers Educational Campus, Cleves, OH 45002.

The meeting was called to order by the Chairperson at 5:45 p.m.

Roll Call:            Present Two. Mr. Jim Murphy, Mrs. Alice Gundler

Commission Chairperson - Mr. Murphy

- A. Review approved RC-2 Records Retention Schedule for retention and disposal of records as outlined. RC-2 was approved by the Ohio Historical Society in February 2015.

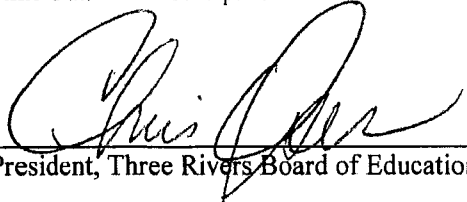
Discussion – Alice and Gail are meeting on Friday, May 17, 2019. Information and list sent by Gail in June for a July shred date. District list of disposed items will be filed electronically for future reference.


Adjournment

It was moved by Mr. Murphy seconded by Ms. Gundler for the Committee to adjourn.

Roll Call:            Ayes, Two. Mr. Jim Murphy, Mrs. Alice Gundler.  
                             Nays, None.

Time Out:            5:50 p.m.

  
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President, Three Rivers Board of Education

  
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Attest: Treasurer, Board of Education