



**Village of Commercial Point
Record Retention Meeting Minutes
February 21, 2023**

Mayor Goldhardt called the meeting to order at 4:03 pm. Roll call was taken with the following members present: Mayor Goldhardt, Ms. Hastings, Solicitor Cartee and Ms. Baldwin. Chief Jordan was also present.

A motion was made to approve the November 1st, 2022 Records Commission Minutes as amended by Solicitor Cartee and seconded by Ms. Hastings. All members were in favor. The motion passed.

Citizen Comments:

There were no citizen comments.

Business Items:

The Records Commission reviewed Police Records and Personnel & Payroll Records in its entirety.

A motion was made to accept all changes made to the Police Records and Personnel & Payroll Records by Ms. Hastings and seconded by Solicitor Cartee. All members were in favor. The motion passed.

Additional Items:

The next Record Retention Meeting will be held March 7th at 4:00 p.m. Streets Records, Engineering & Streets Records, WWTP Records and WWTP Plant Operations Records will be reviewed.

A motion was made to adjourn the meeting by Solicitor Cartee and seconded by Ms. Baldwin. All members were in favor, the motion passed, and the meeting was adjourned.



Allan D. Goldhardt, Committee Chair



Wendy Hastings, Fiscal Officer