



# City of Gahanna

200 South Hamilton Road  
Gahanna, Ohio 43230

## Meeting Agenda Records Commission

*Shane W. Ewald, City Attorney*  
*Thomas R. Kneeland, Mayor*  
*Kimberly Banning, Clerk of Council*  
*Joann Bury, Director of Finance*  
*Laura Dachenbach, Citizen Member*  
*Rick Duff, Citizen Member*

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Tuesday, January 10, 2017

4:00 PM

City Hall

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**A. CALL TO ORDER/ROLL CALL**

**B. ELECTION OF CHAIR**

**C. APPROVAL OF MINUTES**

[2017-0014](#) Records Commission Meeting Minutes from November 1, 2016.

**D. ITEMS FOR APPROVAL**

**1. All Departments Retention Schedule**

[2017-0015](#) Proposed All Departments Record Retention Schedule

**E. ITEMS FOR DISCUSSION**

**F. OFFICIAL REPORTS:**

**1. - Records Coordinator**

**G. COMMENTS, ITEMS NOT ON AGENDA**

**H. NEXT MEETING**

**I. ADJOURNMENT**