

Munson Township Records Commission
Friday, May 13, 2011

A meeting of the Records Commission was held on May 13, 2011 at 10:00 AM.
Present: Irene McMullen, Pat Bayer. Also in attendance: Carol Stafford.

The Commission reviewed the records retention schedule created at the last meeting. Carol Stafford had reviewed the draft and had helpful suggestions regarding wording which Pat and Irene considered.

Irene McMullen volunteered to create a revised draft retention schedule to forward to the Ohio Historical Society for preliminary comments.

The meeting was adjourned at 10:35 AM.

_____ Chairman _____ Fiscal
Officer