

**AGENDA  
RECORD COMMISSION  
LIBERTY CENTER BOARD OF EDUCATION  
MONDAY, DECEMBER 18, 2023  
6:45 P.M.  
AUDITERIA**

**1. Call To Order**

**2. Roll Call**

Mr. Carter \_\_\_ Mr. Peters \_\_\_ Mrs. Buenger \_\_\_

**3. Review the Approved Records Retention Schedule**

**4. Review and Approve the Records Disposal List as per the RC2 Schedule for Calendar Year 2023**

\_\_\_\_\_ made the motion to review and approve the records disposal list as per the RC2 schedule for calendar year 2023. \_\_\_\_\_ seconded the motion.

VOTE: Mr. Carter \_\_\_ Mr. Peters \_\_\_ Mrs. Buenger \_\_\_

**5. Adjournment**

\_\_\_\_\_ made the motion and \_\_\_\_\_ seconded the motion to adjourn the December 18, 2023 Records Commission meeting at \_\_\_\_\_ p.m.

VOTE: Mr. Carter \_\_\_ Mr. Peters \_\_\_ Mrs. Buenger \_\_\_