

AGENDA
RECORDS COMMISSION OF THE
LIBERTY CENTER BOARD OF EDUCATION
MONDAY, DECEMBER 15, 2025
6:45 P.M.
VARSITY GYM LOBBY

1. Call To Order

2. Roll Call

Mr. Carter ____ Mr. Peters ____ Mrs. Buenger ____

3. Approve Minutes

_____ made the motion to approve the Records Commission Meeting Minutes from December 16, 2024. _____ seconded the motion. **(Exhibit A)**

VOTE: Mr. Carter ____ Mr. Peters ____ Mrs. Buenger ____

4. Review the Approved Records Retention Schedule

5. Review and Approve the Records Disposal List as per the RC2 Schedule for Calendar Year 2025

_____ made the motion to review and approve the records disposal list as per the RC2 schedule for calendar year 2025. _____ seconded the motion.

VOTE: Mr. Carter ____ Mr. Peters ____ Mrs. Buenger ____

6. Adjournment

_____ made the motion and _____ seconded the motion to adjourn the December 15, 2025 Records Commission meeting at _____ p.m.

VOTE: Mr. Carter ____ Mr. Peters ____ Mrs. Buenger ____