

# CITY OF REYNOLDSBURG

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**RECORDS COMMISSION  
TUESDAY APRIL 19, 2022  
MEETING  
COUNCIL CONFERENCE ROOM**

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
  - a. Records Commission – Meeting – May 4, 2021
4. Discussion
  - a. *Approval of Updated Retention Schedules*
    1. A Motion to Approve Various Department Retention Schedules for 2022
  - b. *Approval of Destruction Schedules*
    1. A Motion to Approve the Departmental Destruction Schedule for 2022
  - c. *Citywide Minute Taking*
5. Adjourn