

## **Records Commission**

SPECIAL MEETING TUESDAY, DECEMBER  $4^{TH}$ , 2012, 6:30 P.M.

Etna Township Community Center 81 Liberty Street, Etna, Ohio 43018 Telephone (740) 927-7717

- I. OPENING
- II. RECORDS RETENTION COMMITTEE
  - **a.** Approve the Records Retention Schedule (RC-2)
- III. ADJOURN