MEMBERS per BCRTA R#21-09-02:

Chris Lawson, Chair

Delene Weidner, Fiscal Representative

Meagan Varney, Compliance & Procurement Specialist

Brian Zets, BCRTA Legal Counsel

# PRELIMINARY AGENDA

## Call to Order & Roll

## Approval of the Agenda

## Approval of Meeting Minutes

## Discussion – Records Retention Schedule Process and Adoption

## Action Items

## Annual review of the BCRTA Records Retention Schedule as Presented and Authorize the Chair to Execute and Submit form RC-2 to the Ohio History Connection. *(Motion Requested)*

## Adjourn *(Motion Requested)*