

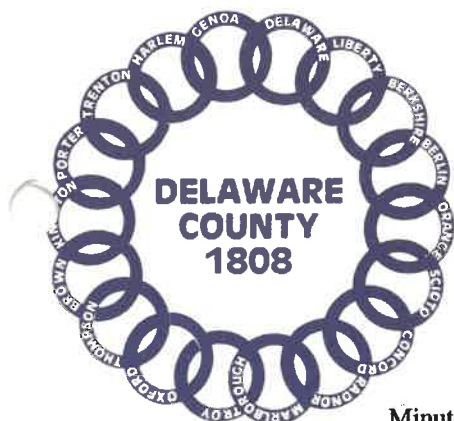
Delaware County
RECORDS CENTER



Delaware County Records Commission
Agenda
March 9, 1994

- I. Approve minutes from previous meeting
- II. Approve Schedule of Records Retention and Disposition
 - Building Regulations (Addition)
 - Commissioners (Addition)
 - Veterans Service CommissionApprove Application For One-Time Records Disposal
Commissioners
- III. Mr. Michael Benson, Senior Record Acquisitions Specialist
The Genealogical Society of Utah
- IV. Any further matters of discussion

Adjourn



Delaware County

RECORDS CENTER

Minutes from the Delaware County Records Commission Meeting
of
March 9, 1994

The meeting of the Delaware County Records Commission was held at the Delaware County Commissioners Hearing Room, 101 N. Sandusky Street, Delaware. The meeting was presided over by Mr. Roy Jackson, chairman.

Persons present: Roy Jackson, Betty Porter, Jon Peterson, Brian Stanfill, Christine Shaw, Vicky Carey, guest Mike Benson

The December 15, 1993 meeting minutes were approved as written. Mr. Peterson made the motion. Mrs. Porter seconded the motion.

Order of business: Three Schedule of Records Retention schedules and one Application For One-Time Records Disposal were presented to the Records Commission. The schedules were from the following offices:

Veterans Services
County Commissioners (addition)
Building Regulations (addition)

The Application For One-Time Records Disposal was from the following office:
County Commissioners

After some discussion, the forms were approved and signed by Mr. Jackson, chairman. Mr. Michael Benson of The Genealogical Society of Utah was a guest at the meeting. Mr. Benson expressed an interest to purchase the Recordak model D camera that is now in the Records Center. After some discussion, the Commission proposed that the Records Center staff prepare a proposal that states the cost of a new camera that is able to film maps larger than 11x17. The cost of having the camera reconstructed for use. The volume of maps that need to be filmed within the following office: Map room, Recorder, County Engineer, Sanitary Engineer, and Commissioners.

Mr. Benson also approached the Commission concerning some County records that he would like to film for his society. After reviewing the memorandum presented by Mr. Benson, the Commission has ask Mr. Stanfill to have the memorandum reviewed by the County Prosecutor office. If the memorandum is in order Mr. Benson may film the material he requested.

Mrs. Porter expressed a concern that the Center was closed during the meeting, since the location of the meetings have been relocated to the Commissioners hearing room. Mr. Stanfill explained that the Center is trying to get coverage.

The next Records Commission meeting will be September 9, 1994.

Mr. Jackson adjourned the meeting.

Christine Shaw
Records Commission Secretary