



MAYFIELD VILLAGE

6622 Wilson Mills Road
Mayfield Village, OH 44143

Bruce G. Rinker, Mayor

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NOTICE OF MEETING

RECORDS COMMISSION
MAYFIELD VILLAGE, OHIO

You are hereby notified that the next meeting of the Records Commission has been scheduled for:

Wednesday, February 15, 2012 commencing at 12:30 p.m.
Mayfield Village Civic Center
Mayfield Village Civic Hall
6622 Wilson Mills Road
Mayfield Village, Ohio

Such meeting has been called to discuss the following:

- . Off-site storage
- . Revisions to Retention Schedule
- . Records Disposition Forms
- . Legislative Updates
- . Public Records Requests
- . Any other matters

This meeting is open to the public.


MARY E. BETSA, CLERK OF COUNCIL

cc: Mayor
Council
Department Heads
News Media